

TOWN COUNCIL

STAFF REPORT

Growth Management Department



MEETING DATE:	January 12, 2021
PROJECT:	Consideration of a Proposed Contractual Agreement Relating to the Rewriting of the Comprehensive Plan
PROJECT MANAGER:	Heather Colin, AICP Director of Growth Management

REQUEST:

Staff requests Town Council to authorize the Town Manager to award a contract to MKSK, Inc. for services related to the update of the state-mandated Comprehensive Plan. The Plan is a policy document, to be approved by Town Council, that will help to guide development and redevelopment within the Town over the next decade and beyond.

BACKGROUND:

As required by the State of South Carolina Local Government Comprehensive Planning Enabling Act of 1994, South Carolina communities are required to update their comprehensive plans at least every 10 years and re-evaluate the plan elements at least every five years. The Town's current comprehensive plan was adopted in 2007 and re-evaluated/audited in 2014.

To prepare for a complete update of the Comprehensive Plan, including a public engagement process, the Town issued a Request for Qualifications (RFQu) in October 2020. Eight (8) regional consulting firms responded, including several that have performed work for the Town and/or Beaufort County. A five-member evaluation team reviewed and scored each response. MKSK, Inc. received the most points and, therefore, is recommended by the team to prepare the Comprehensive Plan. The scope of work/proposal submitted by MKSK, Inc. is attached (Attachment 2).

MKSK Inc. would be supported by Kimley-Horn and Associates, Inc. (economic analysis, and resiliency), Thomas & Hutton (civic engineering and water resources) and Sottile & Sottile (urban design, historic preservation and civic master planning and architecture). Each of these firms has conducted work for the Town in the past.

A 12-month timeline is proposed by MKSK, Inc., which could fluctuate based on unforeseen conditions, to perform the following tasks: 1) Research, Review and Summary of Existing Data, Standards and Trends; 2) Community Outreach and Engagement; 3) Needs Assessment; 4) Visioning and Policy Direction; 5) Plan Refinement; and, 6) Preparation and Publication of Draft Comprehensive Plan. The cost of these services shall be a "not-to-exceed amount" for all tasks, which total \$276,570.00. The budget for the current fiscal year is \$150,000, with an additional \$150,000 allocated in the budget for the next fiscal year. Specific details of each task and their cost are provided in the attached draft contract (Attachment 1) and the proposed pricing attachment (Attachment 3). The draft contract is the final draft and is under review by the Town Attorney, who may have minor adjustments before execution by the Town Manager.

NEXT STEPS:

Upon approval by Town Council, the contract will be executed by the Town Manager for work to begin on the Comprehensive Plan.

ATTACHMENTS:

1. Draft Final Contract (Attachment 1)
2. Scope of Work - MKSK, Inc. Proposal (Attachment 2)
3. Proposed Pricing (Attachment 3)
4. Proposed Insurance Coverages (Attachment 4)
5. Proposed Motion (Attachment 5)

**STATE OF SOUTH CAROLINA)
COUNTY OF BEAUFORT)**

**TOWN OF BLUFFTON AGREEMENT
NUMBER 2021-20**

THIS AGREEMENT is made the _____ of _____, 2021 between MKSK, Inc. (hereinafter called "Contractor") and the Town of Bluffton (hereinafter called "Town"), a municipal corporation organized and existing under the laws of the State of South Carolina.

WHEREAS, the Town desires to update the Town of Bluffton Comprehensive Plan; and

WHEREAS, the Town and Contractor desire to enter into an Agreement wherein the Contractor shall provide such services as set forth herein below:

NOW, THEREFORE, for and in consideration of the mutual promises, undertaking and covenants set forth herein, the receipt and sufficiency of which are acknowledged and affirmed by the Town and the Contractor, the parties hereto agree as follows:

1. **Services/Schedule:** The Contractor shall perform services per the attached scope of work in Attachment 1 for an updated Comprehensive Plan with a ten (10) year outlook and beyond. Contract services will continue until **June 2022** or until the milestones are completed and the Comprehensive Plan is accepted by Town Council, whichever is earlier.
2. **Deliverables:** The deliverables resulting from execution of the above-mentioned work shall include but not limited to:

Task 1: Research, Review & Summary Data, Standards & Trends:

- Document review summary
- Development history and trends
- Regional transportation system characteristics summary
- Infrastructure systems review and summary
- Economic conditions summary
- Environmental, cultural and historic resources summary
- Assessment report of baseline conditions

Task 2: Community Outreach and Engagement Strategy

- Community engagement strategy
- Project website construction
- Draft public meetings agenda

Task 3: Needs Assessment

- Needs assessment report

Task 4: Visioning and Policy Direction

- Public meeting summary
- Draft project goals
- Planning alternatives and strategies
- Focus area plans
- Market analysis
- Resiliency recommendations
- Transportation plan update recommendations
- Best practices study

Task 5: Plan Refinement

- Strategic planning framework
- Draft future land use map
- Draft (refined) plan document

Task 6: Plan Preparation and Publication

- Digital final plan document
- Document designs and base materials for future Town use

3. Fees: The total cost of these services shall be a not-to-exceed amount in accordance with the details in Attachment 2, the sum totals of which are:

- Task 1: \$35,390
- Task 2: \$62,940
- Task 3: \$43,100
- Task 4: \$54,870
- Task 5: \$48,180
- Task 6: \$32,090

Total not-to-exceed amount for all tasks is \$276,570.00

4. Invoicing: The Contractor shall email invoices to Invoice@townofbluffton.com, with a copy to the Project Manager. The invoice should reference contract number 2021-20. If the Contractor cannot email invoices, they may be mailed to the Town of Bluffton, PO Box 386 Bluffton, SC 29910, Attn: Accounts Payable as an acceptable alternative. Approved invoices shall be paid within 30 days upon receipt of invoice in the Finance Department.

5. General Terms and Conditions:

- a. The Contractor shall be required to maintain the appropriate amounts and coverages of insurance for general liability, auto liability, professional liability, and workers compensation as identified in Attachment 3 for the entire length of the agreement. The contractor must provide the Town with a Certificate of Insurance for each that names the Town as an additional insured on their policy. The Contractor is required to immediately contact the Town should any change to these policies occur during the course of the performance of this contract. Failure to maintain these policies is grounds for termination.
- b. Work will commence at NOTICE TO PROCEED and expire upon completion and acceptance of the project. All deliverables, whether goods, services, supplies, or other, shall become the property of the Town. Any deliverables that may be provided in hard copy and electronic form, such as drawings, plans, specifications, reports, or other, shall be provided in such formats and orientations as required by the Town.
- c. Contractor shall be licensed to perform the work including, but not limited to, a current Town of Bluffton Business License and any required State of South Carolina license.
- d. Contractor shall comply with the most current Federal and State of South Carolina Laws and Regulations, including but not limited to, Fair Labor Standards Act and Occupational Safety and Health Administration guidelines.
- e. In the event the Contractor is required to hire Sub-Contractors, those Sub-Contractors must be appropriately licensed by the Town of Bluffton. The Contractor must provide the Town with a list of all Sub-Contractors and to immediately notify the Town of any changes. Use of non-licensed Sub-Contractors is grounds for termination.
- f. The Town Manager or his designee may terminate this contract in whole or in part at any time for the convenience of the Town. If the contract is terminated for the convenience of the Town, the Town will pay the Contractor for costs incurred to that date of termination.
- g. Should any part of this Agreement be rendered void, invalid or unenforceable by a court of law, such a determination shall not render void, invalid or unenforceable any other part of this Agreement.

- h. This Agreement has been made and entered into in the State of South Carolina, and the laws of South Carolina shall govern the validity and interpretation of this Agreement in the performance due hereunder.
- i. This Agreement may not be modified, nor any additional work performed, unless such modification or work is approved in writing and signed by both parties. The Contractor may not assign this contract without the prior written approval of the Town.
- j. The Contractor shall defend, indemnify, and hold harmless the Town, its officers, directors, agents, and employees from and against any and all actions, costs, claims, losses, expenses, and/or damages, including attorney's fees, whether incurred prior to the institution of litigation, during litigation, or an appeal arising out of or resulting from the conduct of any activity hereby authorized or the performance of any requirement imposed pursuant by this Agreement, however caused or occasioned, unless caused by the willful misconduct or gross negligence of the Town.
- k. In the event the Town has to proceed to litigation to protect or enforce its rights, the Town shall be entitled to recover its reasonable attorney fees and costs.
- l. Contractor agrees to perform the work to consistent with the professional skill and care ordinarily provided by members of its profession(s) practicing under similar circumstances.
- m. The parties hereto intend that no master/servant, employer/employee, or principal/agent relationship will be created by the Agreement. Nothing contained herein creates any relationship between the Town and Contractor other than that which is expressly stated herein. The Town is interested only in the results to be achieved under this Agreement. The conduct and control of the Contractor's agents and employees and methods utilized in fulfilling its obligations hereunder shall lay solely and exclusively with the Contractor. The Contractor's agents or employees shall not be considered employees of the Town for any purpose. No person employed by the Contractor shall have any benefits, status, or right of employment with the Town

IN WITNESS WHEREOF, the parties hereto affixed their signatures hereto the date first written hereinabove.

MKSK, INC.

TOWN OF BLUFFTON

Date: _____

Date: _____

By: _____

By: _____

Print Name: _____

Print Name: _____

Position: _____

Position: _____

Witnesses: _____

Witnesses: _____

Attachments:

- 1. Project Scope
- 2. Pricing Sheet
- 3. Insurance

ATTACHMENT 1

SCOPE OF WORK

DRAFT

PROJECT UNDERSTANDING

The Town of Bluffton has recently completed a forward-looking Strategic Plan that captures the community's vision for its future and speaks to the quality of life issues so dear to its citizenry. The Vision of that Plan emphasizes the Town's position as a welcoming and inclusive community, committed to retaining its significant historic heritage, with livable neighborhoods, supportive of an active lifestyle and respect for the May River and the natural environment that it represents. This Comprehensive Plan update will serve as the overarching policy document that directs/informed decision-making in the implementation of these consensus-based goals and strategies over the ten-year period following its adoption.

Town growth has been exponential in recent years. Since 2001, the Town has expanded from 1-square mile in area to 54 square miles today while the population has grown by over 95% in just the past 10 years. The accomplishments over the past 20 years have been significant with the accommodation of extensive private development expansion while still protecting the natural environment of the May River watershed and the preservation/enhancement of the Old Town district, both of which represent the character that has driven that growth in the first place. Not a small feat.

Project Team

The leadership of this project begins with Brian Kinzelman, FASLA, AICP, LEED AP, serving as the Principal-in-Charge and primary point-of-contact for MKSK. Andrew Overbeck, AICP will serve as the Project Manager who will coordinate day-to-day logistics and oversee the development of project deliverables. Chris Hermann, AICP will serve as Principal Planner and comprehensive planning advisor with his recent experience leading South Carolina comprehensive plans for Greenville County and the City of Greer. Brad Strader will provide additional and extensive town planning expertise with a focus on transportation systems, internal and regional and the coordination with the various governmental agencies having jurisdiction over these systems. It is notable that all of these key leadership members are firm Principals, demonstrating the priority placed on this undertaking by MKSK and our commitment to bring the best of our senior-level experiences to the Town of Bluffton.

Our Project Team also includes a group of best-in-class consultants:

Sottile & Sottile Architects – community character, town planning

Kimley Horn – market analytics, resiliency planning

Thomas & Hutton – utility and infrastructure planning

Client Team

We understand the Town Manager and/or a member of the Growth Management Staff will act as the primary point-of-contact for this project. Additional staff is to be included in the "Client Team" at the discretion of the Town leadership. Throughout the planning process, our Project Team will communicate and coordinate with the Client Team to ensure the project advances according to the approved work plan. The Client Team will provide a consistent point of communication between the Project Team, Planning Commission, Stakeholder Groups, Town Council and the General Public. To ensure clear communication, we suggest the establishment of a standing biweekly Project Team-Client Team coordination meeting, to be conducted virtually.

Steering Committee

We propose the formation of a Steering Committee of approximately 6-8 members to oversee and guide the planning process. The Steering Committee will be comprised of Town staff, representatives of official reviewing bodies, key stakeholders, and representatives of relevant entities, such as business groups and community organizations, as recommended by the Client Team and approved by Town Manager and Town Council.

Stakeholder Groups

We propose a robust stakeholder engagement process, with focus group and one-on-one interviews at the beginning phase of the project. This group is to include representatives from a diverse array of community interests. We anticipate continued engagement with these key stakeholders throughout all phases of the project. They are to act in an advisory capacity to Town Council and Planning Commission and will aid in buy-in of the plan.

General Public

We firmly believe that soliciting input is important to the success of any community plan. Our proposed scope of services includes three "milestone" public meetings, open to all, to be scheduled at process inception with Plan Introduction and Assessment Overview, Needs Assessment/Goals and Policies Review, and Draft Comprehensive Plan Presentations. We will supplement these meetings with a series of online engagement tools, including surveys and mapping exercises, to generate public awareness of the project and solicit relevant input during the planning process.

PROJECT APPROACH

Based on this understanding of the project and services requested, we propose the following scope of service and preliminary schedule. This outlines a process for developing a complete Comprehensive Plan Update for the Town of Bluffton, consistent with the requirements specified by the South Carolina Local Government Comprehensive Planning Enabling Act of 1994. We propose a 6 Task process along with a preliminary schedule as described below in the detailed process.

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

TASK 1: RESEARCH, REVIEW & SUMMARY OF DATA, STANDARDS & TRENDS *MONTHS 1-3*

Kick-Off/Introduction and Assessment Overview Meeting

At inception of Task 1, the Project Team will conduct an initial start-up meeting with the Town leadership, Project Manager and others of the Client Team as identified this early to coordinate project logistics, information-sharing protocols, schedule/milestones, preliminary goals and objectives, discuss current initiatives, community interests, etc. This meeting will include the Town providing the Project Team with an executive summary of active planning efforts, development projects, capital improvements, and other relevant information. Additionally, the Project Team will conduct a town/planning area tour and begin the audit and begin to develop a baseline conditions report of existing conditions and trends leading to the Needs Assessment phase.

Perform Background Review & Research

The Project Team will review all relevant studies including but not limited to the current Town of Bluffton Comprehensive Plan, Old Town Master Plan, 2021-22 Strategic Plan, Unified Development Ordinance, regional transportation system information, planned improvements and future projects, infrastructure, drainage, environmental conditions and systems, GIS files, cultural and historic resources information, plans, and other information to identify the current conditions within the community and surrounding region as a means of establishing a baseline for recommendations and other components outlined in the scope of work. Town Staff to serve as resource for collection of this information and is to be augmented by independent research by the Planning Team.

Assessment Report

This report results from the compilation and analysis of the above research. These observations and conclusions will be synthesized and presented in the form of a baseline conditions report and will be analyzed relative the current Comprehensive Plan's responses to these conditions and how that may compare to regional and national trends and "best practices". This comparative analysis is instrumental in directing focus of the planning moving forward.

Conduct Community Tour & Audit

The Client Team will lead the Project Team on a community tour to better familiarize the team with Bluffton and its nuances and highlight issues and opportunity areas that should be addressed in the plan. During the community tour, the Project Team will

document and qualitatively assess the condition of selected neighborhoods, business districts, commercial corridors, and public facilities. Additionally, we will conduct an initial Growth Management Staff group meeting to provide a project overview, outline expectations for those members, and solicit input regarding upcoming tasks.

Engage Community Stakeholders

The Project Team will host up to seven community stakeholder roundtable meetings over two working days. The Client Team will be responsible for identifying attendees and scheduling these sessions, which are designed to engage elected and appointed officials, community group leaders, public agency representatives, key business and property owners, and individuals whose knowledge, experience and interests in Bluffton will add to the understanding of issues and opportunities to be addressed in the plan.

Conduct Public Meeting #1

With the above information in hand, the Project Team will prepare for and assist in the initial public meeting. The Project Team, with assistance from the Client Team, will conduct Public Meeting #1 to educate, inform, and pose questions about the future of Bluffton to the broader community. During this meeting, the Project Team will present the baseline conditions research and facilitate a discussion about critical community issues. The Project Team will conduct an overview presentation of the project to help educate the public, frame critical issues and opportunities.

Task 1 Deliverables

- Document review summary
- Development history & trends,
- Regional transportation system characteristics summary
- Infrastructure systems review & summary
- Economic conditions summary
- Environmental, cultural and historic resources summary
- Assessment Report of Baseline Conditions

Task 1 Meetings

- Project Kickoff Meeting
- Community Stakeholder Roundtables
- Steering Committee Meetings
- Public Meeting #1
- Biweekly Client Team Meetings

TASK 2: COMMUNITY OUTREACH & ENGAGEMENT STRATEGY *ONGOING*

Community outreach and engagement is embedded throughout this process, which begins and ends with the community involvement. As such, community Outreach & Engagement Strategy are not treated as a separate phase or task, but is to be discussed, vetted, with direction determined jointly at the outset of the planning process and is an overarching task throughout the entirety of the process. It is assumed that the Town leadership will likely be the “face” of this and other public meetings in that the Project Team is the professional planning support to the Town and this is the Town’s plan, not the consultant’s. That said, all necessary graphics, reports, presentation materials for a virtual or in-person meeting will be provided for by the Project Team. The Project Team is available and anxious to as involved in this (and other) public meeting as the Town leadership feels is appropriate and desirable. Format and messaging to be jointly determined by the Project and Client Teams.

The Project Team will work with the Client Team to develop a comprehensive community engagement and communications strategy at process outset. This document will identify the specific outreach methods, milestones, and responsible parties for engagement activities during the planning process. For this project, we propose the following methods and tools:

- Representative Steering Committee group and engagement in project milestone meetings throughout the process
- Stakeholder focus group conversations to build understanding of key topics with various interest groups in the community
- Dedicated project website and online surveys for consistent project communication and interactivity
- Social Media outreach tools for use on Town Facebook, Twitter, and Instagram pages
- Press releases and public announcements through Town and Project website
- Online and in-person Public Meetings targeting a broad public audience
- Mobile displays and/or tables at community events, which meet people where they are already gathering and invite them to participate in the process in their own time
- Other online or in-person workshops or meetings as are prudent through the process

Covid-19 pandemic has fundamentally changed the way planning processes engage the community. In light of the ongoing COVID-19 pandemic, MKSK has developed and successfully deployed creative and equally effective alternative methods to ensure we continue to have the vital conversations and interactions needed to keep projects moving forward – including work sessions, stakeholder meetings, and engagement with official bodies. We will continue to utilize and emphasize the use of project related websites, online surveys, online mapping platforms, and other digital engagement tools. We have access to and experience in utilizing interactive online software and conferencing platforms as appropriate to meet every contingency. Some of these tools include: custom website modules, Zoom conference public meetings, Zoom conference meetings with break-out room capabilities, Google My Maps, SurveyMonkey, Mentimeter, and more.

Task 2 Deliverables

- Community Engagement Strategy
- Project website construction
- Draft Public Meetings agendas

Task 2 Meetings

- Biweekly Client Team Meetings



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

3 TASK 3: NEEDS ASSESSMENT MONTHS 4-5

Prepare Needs Assessment Report

The Project Team will use a combination of qualitative observation, quantitative technical analysis, and GIS-based spatial analysis to assemble a detailed portrait of Bluffton today in terms of its existing development characteristics. This information will be presented as a series of base maps, diagrams, infographics, and summary tables, all of which will be formatted for use at future project meetings. The assessment report will include the following plan elements:

- Population
- Economic Development
- Natural Resources/environment
- Cultural/Historic Resources
- Community Facilities
- Housing
- Land use
- Transportation/Mobility
- Priority Investment

Market Analysis

Creating successful places requires a solid understanding of the economic conditions and opportunities within the community. Our approach involves analyzing baseline and historical conditions; the location, direction, and outcomes of investment decisions; and the use of real estate by various sectors of the local economy. We will synthesize these analytical factors to create an assessment of Bluffton's development strengths and weaknesses.

The Project Team will prepare a comprehensive market analysis to provide an overview of general market dynamics, economic drivers, and estimate future real estate demand in the Town of Bluffton. Future demand will be allocated within the Town based on attributes that attract different real estate types, including, but not limited to land availability, access to transportation corridors, visibility, and utility connections. Clear implementation strategies will be outlined that will support future growth and development. Ultimately, our process results in the creation of a future vision for Bluffton that is guided, in part, by the optimal mix of uses having the strongest market opportunities, all in keeping with the vision established by the Strategic Plan.

Task 3 Deliverables

- Needs Assessment Report

Task 3 Meetings

- Community Stakeholder Roundtables
- Steering Committee Meetings
- Biweekly Client Team Meetings



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

TASK 4: VISIONING & POLICY DIRECTION *MONTHS 6-8*

This Task will utilize a robust community engagement process to develop the big ideas for an aspirational, but realistic, consensus-based plan. This Task will include alternatives and strategies that address the needs Assessment elements, existing and new policies, priorities for pressing community issues, policy suggestions and physical planning concepts. Most critical will be the addressing of Strategic Focus Areas as identified in the Strategic Plan:

- Affordable/Workforce Housing
- Community Quality Of Life
- Economic Growth
- Fiscal Sustainability
- Infrastructure
- Transportation
- River/Watershed Environmental Integrity
- Resiliency

To augment this latter element, specific strategies for resiliency in addressing future environmental degradation and economic vulnerabilities will be provided and a part of this Team's experiences, research and best practices. We will prepare an analysis of the threats and vulnerabilities facing the Town of Bluffton. We will work to understand key assets the Town considers vulnerable, both physical and socio-economic, and develop strategies for responding to these threats. The critical focus of this effort will be to inform the plan goals, objectives, and implementation strategies to improve quality of life, economic opportunities and provide protections for the Town.

Develop Project Goals

Using the findings from the Needs Assessment report, stakeholder interviews, and public engagement, the Project Team will work with the Client Team to distill the findings of these efforts into a series of emerging project goals. These will be aspirational and achievable and will set the stage for establishing a consensus-based vision for the next decade and beyond. These ideas will set the stage for how the plan will unfold in terms of priority focus areas, objectives, and implementation strategies.

Best Practices Analysis

The Project Team will collect best practice examples related to items of focus in the Needs Assessment to demonstrate what other, similar communities have done well and successfully in similar circumstances that is transferable and could be applied to the Town of Bluffton.

Develop Focus Area Plans

The Project Team will develop three (3) concepts for catalytic focus areas within Bluffton to illustrate the potential of the plan components if implemented. These concept renderings can generate excitement and build support for the project and demonstrate the private investment that can be catalyzed with strategic public investment aligned with the plan. The Project Team will work with the Client Team to select the most appropriate study areas.

Transportation Plan Update

MKSK will lead the update of the current Transportation Plan. This will include an update of the data and travel forecasts, acknowledgment of significant improvements made since the Plan was adopted, and an outline of new issues and opportunities. Existing Plan goals will be refreshed and used as a framework to identify new policies and recommendations. In particular the update will focus on the following topics:

- New street classifications that integrate functional classification with land use, access and corridor character. This will include illustrated typical cross sections for each road type.
- Non-motorized planning and improvements, with a focus on safety and references to various best practice documents.
- Traffic management techniques along corridors where additional widening is not practical or not yet needed, such as access management, minor design changes, intersection improvements, or new traffic signal technologies.
- Attention to non-motorized transportation as part of transportation impact studies and site plan/development reviews.
- An eye toward future transportation technologies – preparing infrastructure for connected and autonomous vehicles such as pavement markings, reflective signs, connected technology like "roadside units" at intersections (once the FCC clarifies the current bandwidth issue), 5G network especially for certain corridors, electric vehicle charging, and similar preparatory strategies.

Follow-up Community Stakeholders Meeting

The Project Team may feel it necessary to engage stakeholders again, reach out to those unavailable or not fully engaged initially or others that may evidence themselves as having important voices to the process. Such meetings afford the Project team with an opportunity to "test" certain concepts and strategies to validate some of the findings of the Needs Assessment analysis.

Conduct Public Meeting #2

The Project Team, with assistance from the Client Team, will conduct Public Meeting #2. This meeting will be highly interactive with robust public participation encouraged. Based on understandings of the Needs Assessment, stakeholder and public meeting input, visioning meetings, surveys and public comment through outreach programs, discussions will center around community needs that lead to refining of goals and shaping of policies and actions. Whether virtual or in-person, this event will include a variety of interactive stations, mapping exercises, visual preference surveys, and discussion venues. The feedback generated during the event will be summarized as a set of community priorities, preferences, and concerns that will guide the development of the comprehensive plan.

Task 4 Deliverables

- Public Meeting #2 Summary
- Draft Project Goals
- Planning alternatives and strategies
- Focus area plans
- Market analysis
- Resiliency recommendations
- Transportation Plan update recommendations
- Best practices study

Task 4 Meetings

- Public Meeting #2
- Community Stakeholders Meeting
- Biweekly Client Team Meetings

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

5 TASK 5: PLAN REFINEMENT MONTHS 9-11

Building on the tasks performed in Task 4, the planning process will conclude with the synthesis of the goals, strategies, and plan concepts into draft and final plan documents. The final comprehensive plan will be a graphically-rich, user-friendly guidebook that documents activities and results of the entire planning process, paints a compelling picture of how the community desires to move forward, and provides a plan of action to achieve the shared vision for the Town of Bluffton as it realizes the direction outlined by its Strategic Plan.

Creating Strategic Planning Framework

The Project Team will develop a strategic framework of preliminary objectives and strategies that will become the foundational elements of the plan. Each of these elements will be summarized with representative imagery, maps, diagrams, and supporting narrative appropriate for the topic. We anticipate that some of these items will be addressed at a general policy level of detail, with a targeted focus on key components that will serve as priorities for affecting change and achieving goals and priorities over the coming years. The strategic planning framework is typically grouped into the following categories:

- Population growth and household change
- Land use, zoning, and development policies
- Transportation, access, street design, and connectivity strategies
- Natural resources, environmental preservation approaches
- Parks and public spaces opportunities
- Community core growth and jurisdictional partnership strategies
- Focus areas and priority corridor concepts
- Old Town District identity and historic preservation strategies
- Economic development, business location, and competitive differentiation considerations
- Public services, facilities, and infrastructure to support community development.

Develop Draft Future Land Use Map

The Project Team will work with Client Team and Steering Committee to develop a draft future land use map for the Town. The future land use map will align with the strategic planning framework and will be influenced by an analysis of constraints and opportunities for future development. The assumptions and strategies behind the draft future land use map will be clearly outlined with data and infographics.

Solicit Steering Committee & Stakeholder Feedback

The Project Team will present the findings and draft recommendations to the Steering Committee and selected community stakeholders. During this meeting, the Project Team will solicit input regarding the strategic planning framework and draft future land use map. Attendees will provide feedback to the Project Team, which will then inform the development of the draft plan document.

Develop Draft Plan Document

MKSK will deliver a draft plan document (in digital format) for review by the Client Team and Steering Committee. The plan will generally follow the outline of the strategic planning framework and will identify initiatives to advance Bluffton as a community of choice over the next decade. Plan contents to include:

- Executive Summary
- Town overview including history
- Existing conditions inventory
- Plan components:
 - o Population
 - o Economic Development
 - o Natural resources and resiliency
 - o Cultural resources
 - o Community facilities
 - o Housing
 - o Land use
 - o Transportation

- o Priority investment areas
- Needs, goals, objectives per element
- Implementation strategy/timeline per element

We anticipate providing for thorough review and comment period for the draft plan by the Client Team and Steering Committee. The Client Team will coordinate all comments into a single redline markup for review with the Project Team. It will be important to resolve any potentially conflicting or unclear comments into specific direction for incorporation into the refined draft document.

Refine Plan Document

The Project Team will incorporate recommended revisions that have been compiled, approved, and provided by the Client Team. This refined plan will include all maps, text descriptions, diagrams, graphics as necessary to adequately communicate to the public. Following incorporation of the revisions and refinements, a draft plan will be presented to Client Team, Growth Management Staff, other Town groups as determined by Town leadership. Upon sign-off from the Client Team, the draft plan will be made available for public review.

Conduct Public Meeting #3

The Project Team will work with the Client Team to conduct Public Meeting #3. This meeting will include a formal presentation and open house that will provide an overview of the planning process, highlight the structure and components of the plan, and provide an emphasis on project vision, big ideas, and next steps necessary to turn plan recommendations into reality. Following this event and additional Client Team input (via a single, agreed-upon redline markup), the Project Team will develop a final round of edits and revisions to the plan document.

Task 5 Deliverables

- Strategic Planning Framework
- Draft Future Land Use Map
- Draft (refined) Plan Document

Task 5 Meetings

- Public Meeting #3
- Steering Committee Meeting
- Stakeholder Meeting
- Biweekly Client Team Meetings



TASK 6: PLAN PREPARATION & PUBLICATION MONTH 12

Final Plan Document

The final Comprehensive Plan will be a graphically-rich, user-friendly guidebook that documents activities and results of the entire planning process, paints a compelling picture of how the community desires to move forward, and provides a plan of action to achieve the shared vision for the Town of Bluffton as it realizes the direction outlined by its Strategic Plan. Clarity of that messaging is concluded here.

Assist in Final Plan Adoption

MKSK will assist in presenting the final comprehensive plan to Planning Commission and Town Council as part of the Comprehensive Plan Update adoption process. It is anticipated that minor revisions will be requested through this adoption process and the Project Team will make these as authorized by the Client Team. Upon finalization of the comprehensive plan, MKSK will prepare and deliver a final digital version of the plan document.

Task 6 Deliverables

- Digital Final Plan Document
- Document Designs and Base Materials for Future Town Use

Task 6 Meetings

- Steering Committee Meeting
- Adoption Process Presentations, Planning Commission & Town Council
- Biweekly Client Team Meetings

It is anticipated that this project will take approximately 12 months minimum to complete. This schedule is dependent on timely reviews of project work by the Client Team, the Steering Committee, Stakeholder Groups, Planning Commission and Town Council. MKSK can begin work immediately upon contract agreement. Specific dates may be subject to change based on further discussion between MKSK and the Client Team.

Assumptions

- The Client will be responsible for identifying individual members of stakeholder groups. MKSK will assist the Client Team in this effort.
- The Client will be responsible for coordination of all public meetings and stakeholder group meetings, including meeting times, locations, invitations, and costs associated with those meetings. MKSK will provide agendas, notices, questionnaires, surveys and/or any materials related to these meetings, to be considered as project expenses.
- The Client will be responsible for all mailings, fees associated with mailings, and all contact with the media regarding this project and the posting of all project information to the Town website and social media accounts. MKSK will coordinate the posting of information.
- All base information including but not limited to aerial photographs, base mapping, and existing development conditions, if not already in the possession of MKSK, is to be made available by the Town.
- Local approval of the plan will be coordinated by the Client Team, with assistance from MKSK as described in this Scope of Services. The Client Team will generate all formal documentation necessary for plan adoption.
- Any additional meetings not anticipated in this Scope of Services will be performed on an hourly basis or by separate agreement.
- Assessment of cultural and historic resources will include review of existing studies, plans and inventories in addition to field surveys as outlined in this scope. Any additional historic, architectural, or archeological analysis will be negotiated as an additional if-authorized service.

DRAFT

ATTACHMENT 2

PRICING

DRAFT

For Respondents replying to the Comprehensive Plan Update ONLY: using the job titles and rates above, please provide a detailed level of effort for each of the Comprehensive Plan Update deliverables. Add or subtract rows in each table as required. **If this section is not applicable to your submission, please strike through and still submit all pages.**

TASK 1: Research, Review, and Summary of Existing Data, Standards and Trends

Job Title	Description of Subtask	Number of Hours Required	TOTAL
Senior Planner		40	\$8,400
Senior Planner/PM		24	\$5,040
PP/Urban		60	\$9,000
PP/Zoning		10	\$1,250
Urban Planner		16	\$2,000
Senior Civil		10	\$2,500
Civil Engineer		48	\$7,200
GRAND TOTAL FOR TASK 1			\$35,390

TASK 2: Community Outreach and Engagement Strategy Throughout Project

Job Title	Description of Subtask	Number of Hours Required	TOTAL
SP		64	\$13,440
SP/PM		90	\$18,900
PP		120	\$18,000
UP		84	\$10,500
Arch		12	\$2,100
GRAND TOTAL FOR TASK 2			\$62,940

TASK 3: Needs Assessment

Job Title	Description of Subtask	Number of Hours Required	TOTAL
SP		10	\$2,100
SP/PM		20	\$4,200
PP		32	\$4,800
UP		24	\$3,000
Civil		26	\$5,000
Market		177	\$24,000
GRAND TOTAL FOR TASK 3			\$43,100

TASK 4: Visioning and Policy Direction

Job Title	Description of Subtask	Number of Hours Required	TOTAL
SP		24	\$5,040
SP/PM		28	\$5,880
PP		40	\$6,000
UP		40	\$5,000
Senior Civil		8	\$2,000
Civil		40	\$6,000
Resiliency		53	\$8,500
Architect		94	\$16,450
GRAND TOTAL FOR TASK 4			\$54,870

TASK 5: Plan Refinement

Job Title	Description of Subtask	Number of Hours Required	TOTAL
SP		30	\$6,600
SP/PM		40	\$8,080
PP		30	\$4,500
UP		40	\$5,000
Resiliency		53	\$8,500
Civil		50	\$7,500
Architect		45	\$8,000
GRAND TOTAL FOR TASK 5			\$48,180

TASK 6: Preparation and Publication of a Draft Comprehensive Plan

Job Title	Description of Subtask	Number of Hours Required	TOTAL
SP		30	\$6,600
SP/PM		42	\$9,240
PP		50	\$7,500
UP		70	\$8,750
GRAND TOTAL FOR TASK 6			\$32,090

ATTACHMENT 3

INSURANCE COVERAGES

Workers Compensation – Contractor shall maintain Worker's Compensation Insurance & Employers Liability in accordance with the State of South Carolina Code.

Business Auto Policy – Contractor shall maintain Business Automobile Liability at a limit of liability not less than \$500,000 each occurrence for all owned, non-owned and hired automobiles.

Commercial General Liability –Commercial General Liability for public liability during the lifetime of a contract shall have minimum limits of \$1,000,000 per claim, \$2,000,000 per occurrence for Personal Injury, Bodily Injury, and Property Damage Liability. Coverage shall include Premises and/or Operations, Independent Contractors, Products and/or Complete Operations, Contractual Liability and Broad Form Property Damage Endorsements. Coverage shall not contain an exclusion or limitation endorsement for Contractual Liability or Cross Liability. Coverage for the hazards of explosion, collapse and underground property damage (XCU) must also be included when applicable to the work to be performed. All insurance policies shall be issued from a company or companies duly licensed by the State of South Carolina. Specific endorsements will be requested depending upon the type and scope of work to be performed.

Professional Liability (for Professional Services only) –Contractor shall maintain Professional Liability or equivalent Errors & Omissions Liability at a limit of liability not less than \$1,000,000 Per Occurrence. When a self-insured retention (SIR) or deductible exceeds \$10,000, the Town reserves the right, but not the obligation, to review and request a copy of Vendors most recent annual report or audited financial statement.

Additional Insured Requirements – Except as to Workers' Compensation and Employers' Liability, said certificate(s) shall clearly state that coverage required by the contract has been endorsed as follows:

The Town of Bluffton, a municipality of the State of South Carolina, its officers, agents and employees as additional insured.

The Certificate of Insurance shall unequivocally provide thirty (30) days written notice to the Town prior to any adverse changes, cancellation, or non-renewal of coverage thereunder. Said liability insurance must be acceptable by and approved by the Town as to form and types of coverage.



REQUEST FOR QUALIFICATIONS - RFQ #2021-20

COMPREHENSIVE PLAN UPDATE

NOVEMBER 12, 2020



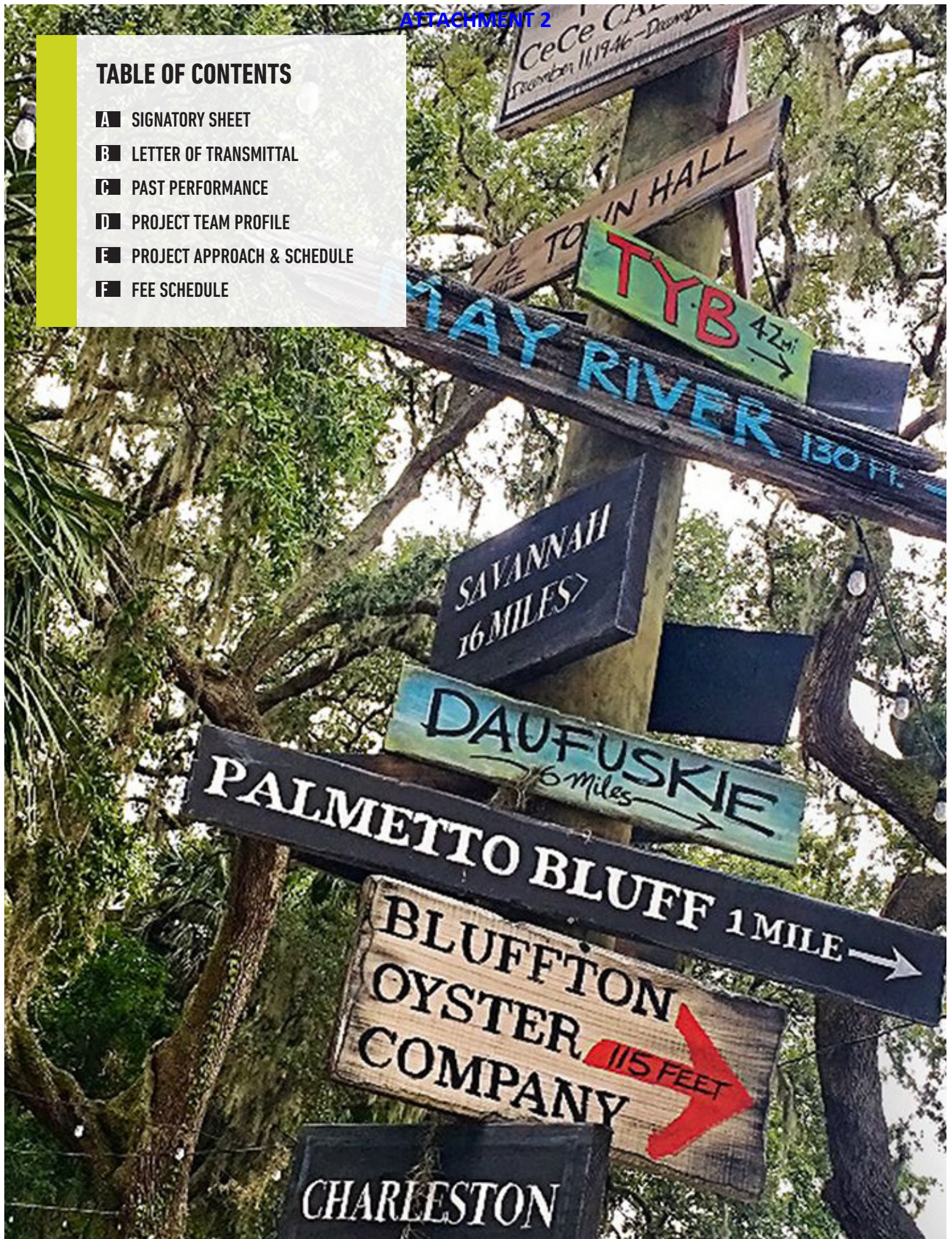
MKSK



**THOMAS
& HUTTON**

Kimley»Horn Sottile & Sottile

TABLE OF CONTENTS

- A** SIGNATORY SHEET
- B** LETTER OF TRANSMITTAL
- C** PAST PERFORMANCE
- D** PROJECT TEAM PROFILE
- E** PROJECT APPROACH & SCHEDULE
- F** FEE SCHEDULE



 <p>TOWN OF BLUFFTON</p>	SOLICITATION NO: 2021-20 ISSUED BY: Felicia Roth EMAIL: froth@townofbluffton.com	
SUBMITTAL PACKAGES DUE: CLOSING DATE: Thursday, November 12, 2020 CLOSING TIME: 2:00 p.m.	FAX / E-Mail not accepted	
PROJECT TITLE & DESCRIPTION: RFQu for Comprehensive Plan Update and Planning Services		
ACKNOWLEDGEMENT OF ADDENDA: This bid is submitted subject to Addenda numbers <u> 1 </u> through <u> 2 </u> .		
THIS FORM MUST BE SIGNED TO BE CONSIDERED FOR AWARD		
COMPANY NAME: MKSK, Inc.		DATE: 11/11/2020
MAILING ADDRESS: 504 Rhett Street		PHONE: 864.626.5715 FAX: 614.621.3604
CITY: Greenville	STATE: South Carolina	ZIP: 29601
SSN OR FEDERAL TAX NO: 83-2731940	TITLE OF AUTHORIZED REPRESENTATIVE: FASLA, AICP, LEED AP, Principal	
E-MAIL: bkinzelman@mkskstudios.com	WEB URL: mkskstudios.com	
AUTHORIZED SIGNATURE: 	PRINTED NAME: Brian Kinzelman	
By my signature I certify that this response is made without prior understanding, agreement, or connection with any corporation, firm, business entity, or person submitting a response to this solicitation for the services to be provided, and is in all respects true, accurate and without collusion or fraud. I certify that pricing submitted is valid for 90 days from the date of submittal.		

November 12, 2020

MKSK

Felicia Roth, Purchasing & Contract Admin
20 Bridge Street
PO Box 386
Bluffton, SC 29910
froth@townofbluffton.com

Brian Kinzelman, FASLA, AICP, LEED AP
Principal
504 Rhett Street
Greenville, SC 29601
864.626.5715

RE: RPQu #2021-20 - Comprehensive Plan Update and Planning Services

Dear Members of the Selection Committee,

MKSK is pleased to submit the following qualifications information for this important project. This submittal includes our extensive credential relative to our 30+ years of experience in town planning throughout our firm history, our highly-qualified and experienced planning team, including our outstanding subconsultants, bringing highly focused expertise, and our depth of resources. Further, we have included for your review our Project Approach that addresses the Scope of Services as represented by the solicitation, Project Timeline and Professional Fee Schedule for the entirety of this effort over multiple fiscal years.

MKSK is dedicating senior-level Principal involvement to this planning effort, not just at the administrative leadership level, but at the Project Manager and Planner levels as well. The Town of Bluffton and all that it means to the Low Country as a hub of history, culture and lifestyle requires this degree of experience, expertise and attention for the successful completion of the Comprehensive Plan Update. Brian Kinzelman, FASLA AICP LEED AP will serve as your Principal-in-Charge and will be the ultimate responsible party for the performance of the entire team. Andrew Overbeck, AICP, a Principal of the firm as well, will serve as Project Manager for the entire Team and the day-to-day contact for and with the Town of Bluffton. Andrew will be responsible for all scheduling, production process, communications, team coordination in addition to bringing his substantial town planning credential to bear. Chris Hermann, AICP and Brad Strader, AICP, also both Principals in the firm, will bring specialized expertise to this process as well. Our internal team is further supported by an intentionally-placed group of best-in-class subconsultants, all very familiar with the Town and experienced in the region. Upon your completed review, we would be thrilled to present this information face-to-face, in-person or virtually.

We are excited to continue our relationship with the Town and look forward to working with the community to develop an agreed-to path forward for the future of Bluffton. Thank you for this opportunity and we look forward to our involvement in this highly collaborative and exciting initiative.

Respectfully Submitted,
MKSK, Inc.



Brian Kinzelman, FASLA, AICP, LEED AP, Principal
bkinzelman@mkskstudios.com | 614.686.0156





MKSK

HISTORIC DISTRICT PARK PLANNING

BLUFFTON, SOUTH CAROLINA

REFERENCE

Town of Bluffton
Marc Orlando, Town Manager
843.706.4511
morlando@townofbluffton.com

SIZE OF PROJECT

1.3 acres (Wright Family Park)
0.41 miles (68 Boundary Street)

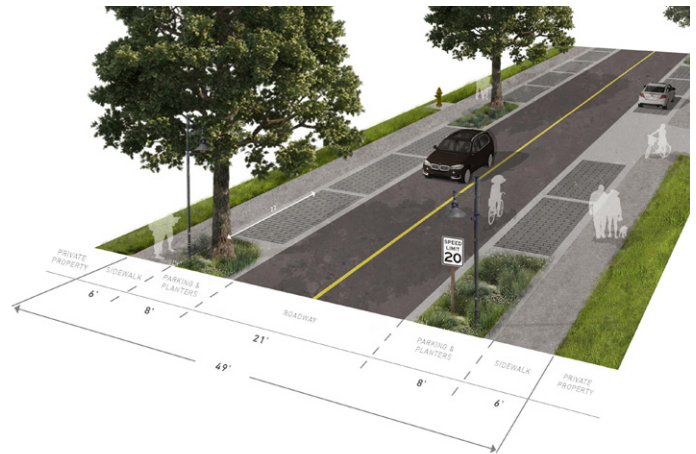
PROJECT TIMELINE

January 2018 - August 2019

CONTRACT AMOUNT

\$86,017 (Wright Family Park
and 68 Boundary Street)

The Town of Bluffton has experienced unprecedented growth in recent years (a 34% increase in population since the 2010 census – faster than any other municipality in the region). This pressure has made clear the need for responsible growth that maintains and strengthens the essence of Bluffton. With an eye to the future, the Town of Bluffton engaged MKSK to explore strategies for public space investment and development within their historic “Old Town” district. Conceptual designs were prepared for two properties, one located in the heart of Old Town (68 Boundary Street) and the other along the May River (Wright Family Park). Through close collaboration with City staff and stakeholders, designs emerged that leveraged the heritage and experiential richness of the sites to create new opportunities for all to connect with history, nature, and one another.

**MKSK****CALHOUN STREET STREETScape IMPROVEMENTS****BLUFFTON, SOUTH CAROLINA****REFERENCE**

Town of Bluffton
 Marc Orlando, Town Manager
 843.706.4511
 morlando@townofbluffton.com

SIZE OF PROJECT

0.43 miles

PROJECT TIMELINE

February 2019 - Ongoing

CONTRACT AMOUNT

\$32,161.49

In collaboration with the Town of Bluffton, MKSK led efforts to update the master plan for Calhoun Street, the primary corridor of Bluffton's historic district. The partnership with town officials and local engineers culminated with an environmentally sensitive approach to public infrastructure that also maintains the character and charm of the Lowcountry. The master plan emphasizes connections to two of Bluffton's most newly constructed parks that were also designed by MKSK. Implementation of the master plan is anticipated in 2021.

MKSK

'PLAN GREENVILLE COUNTY' COMPREHENSIVE PLAN

GREENVILLE COUNTY, SOUTH CAROLINA

REFERENCE

Greenville County
 Paula Gucker
 Assistant County Administrator
 pgucker@greenvillecounty.org
 864.467.7016

SIZE OF PROJECT

County-wide

PROJECT TIMELINE

December 2018 - January 2020

CONTRACT AMOUNT

\$472,196.40

MKSK led a team of consultants and county staff on the development of *Plan Greenville County*, a ten-year comprehensive plan update for Greenville County, South Carolina. The plan casts a twenty-year vision for the continued improvement and growth of the county, and, once adopted, will provide the foundation for future land use and development regulations as well as future coalition-building and strategic decision-making in Greenville County.

Most importantly, *Plan Greenville County* is a deliberate and strategic response to the question, "why plan?"

Take a proactive approach to growth. Greenville County's population is expected to increase by over 40% from 514,000 residents in 2018 to 736,000 in 2040. At the same time, employment in the county is anticipated to increase from 262,000 jobs in 2018 to 370,000 jobs in 2040. The question of where people are going to live, work, and play is fundamental to future land use, prosperity, and quality of life in the county. The plan addresses these questions with a future land use map and policy recommendations designed to promote desired growth in the urbanized core and curb unwanted development in the mountainous northern and agricultural southern stretches of the county.

Build consensus for decision-makers. The comprehensive planning process included twenty community meetings, a statistically valid survey, and numerous convenings of a citizens advisory committee and stakeholders advisory committee as well as numerous meetings with educational and economic development leaders, planning commissioners, and county councilors. The result of this thorough engagement process is a sense of consensus, clarity, and confidence among citizens and decision-makers regarding the big planning-related issues the community will confront in the coming years.

Create a foundation for future planning and development. *Plan Greenville County* includes a ten vision statements, 32 measurable objectives, and over 100 implementation strategies that address partnerships, funding sources, and time frames. The plan includes a future land use map that is designed to address the character of the diverse communities within the county, with a flexible set of "character areas" to help define the unincorporated county (most of which is unzoned).

Fulfill a statutory mandate. Lastly, *Plan Greenville County* is a response to the South Carolina Local Government Comprehensive Planning Enabling Act of 1994. The planning process and plan document reflect the statutory requirements (three phases, a minimum of nine plan elements, and a future land use map) for counties, cities, and towns in the State of South Carolina to update every decade.

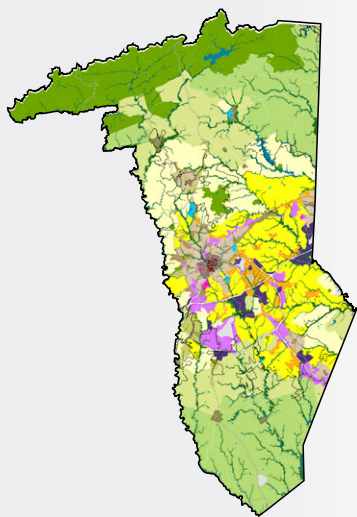
Seven Key Recommendations

Plan Greenville County also includes a series of key recommendations for the county and its partners to address over the coming years. These include:

- Follow the future land use map in this plan.
- Work toward a unified sewer system.
- Identify and prepare employment centers.
- Increase the supply of workforce housing.
- Create and expand traditional neighborhood centers.
- Address needed transportation network improvements.
- Improve inter-jurisdictional coordination.

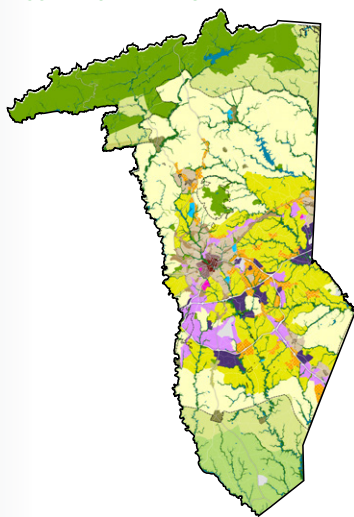
SCENARIO PLANNING CHARACTER AREA/LAND USE SCENARIOS

EXISTING



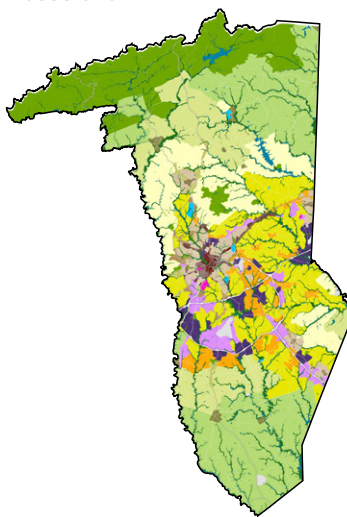
SCENARIO 1

"CONTINUE TRENDS"



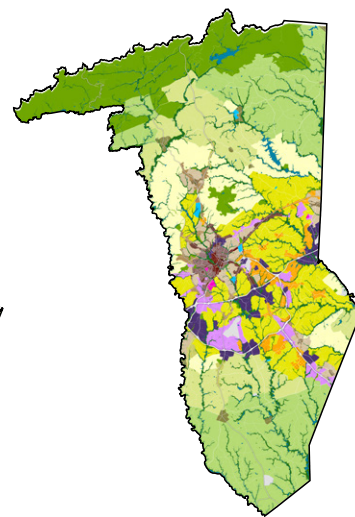
SCENARIO 2

"FOCUS GROWTH"



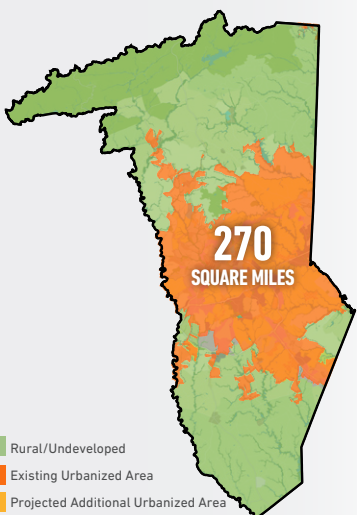
SCENARIO 3

"MAXIMIZE INFILL"

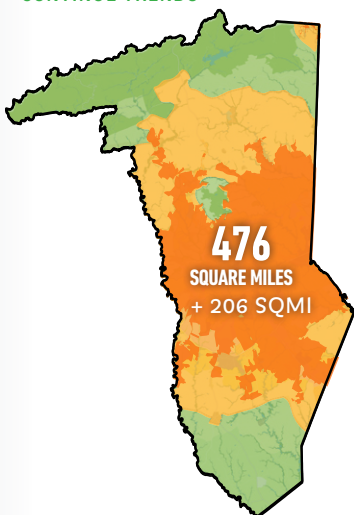


SCENARIO PLANNING POTENTIAL FUTURE URBANIZED AREA BOUNDARY

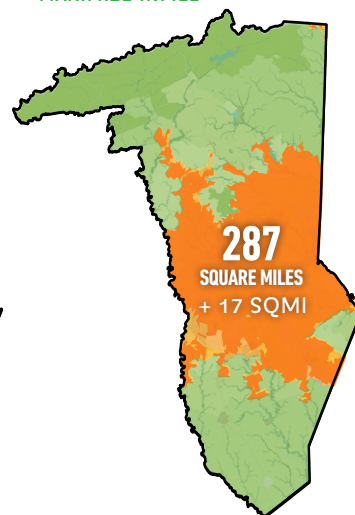
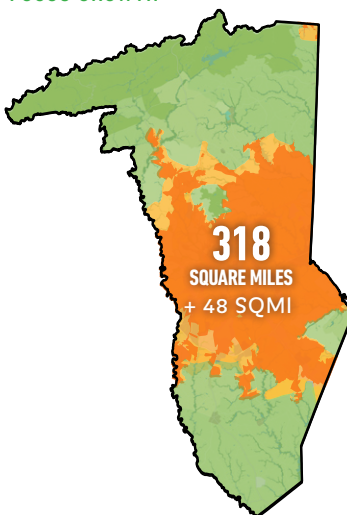
"CONTINUE TRENDS"



"FOCUS GROWTH"



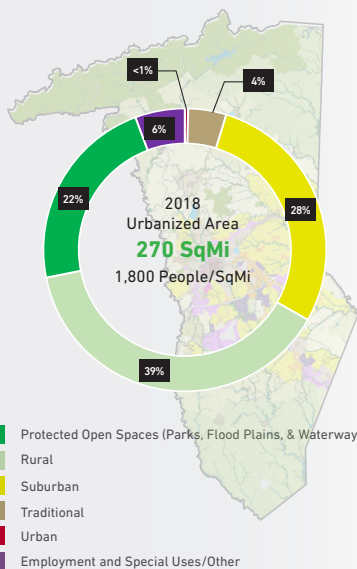
"MAXIMIZE INFILL"



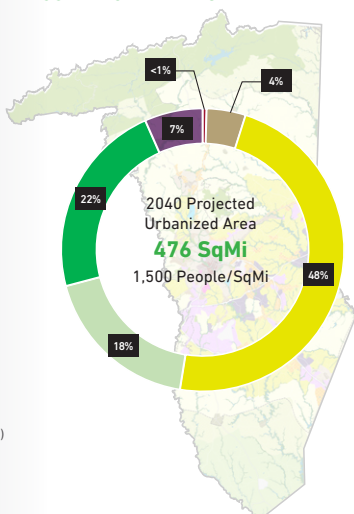
■ Rural/Undeveloped
■ Existing Urbanized Area
■ Projected Additional Urbanized Area

SCENARIO PLANNING SCENARIO BY CHARACTER AREA

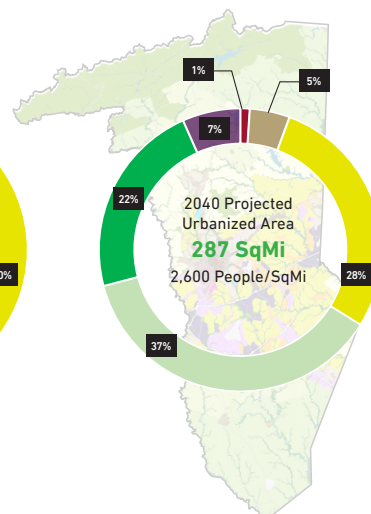
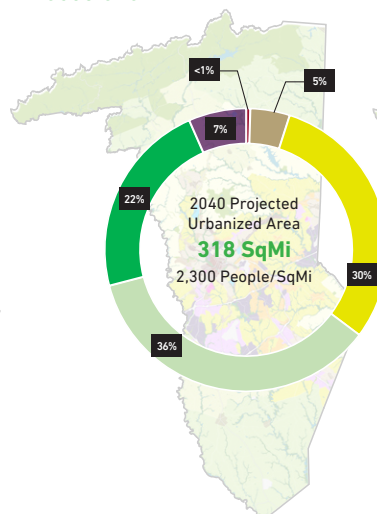
"CONTINUE TRENDS"



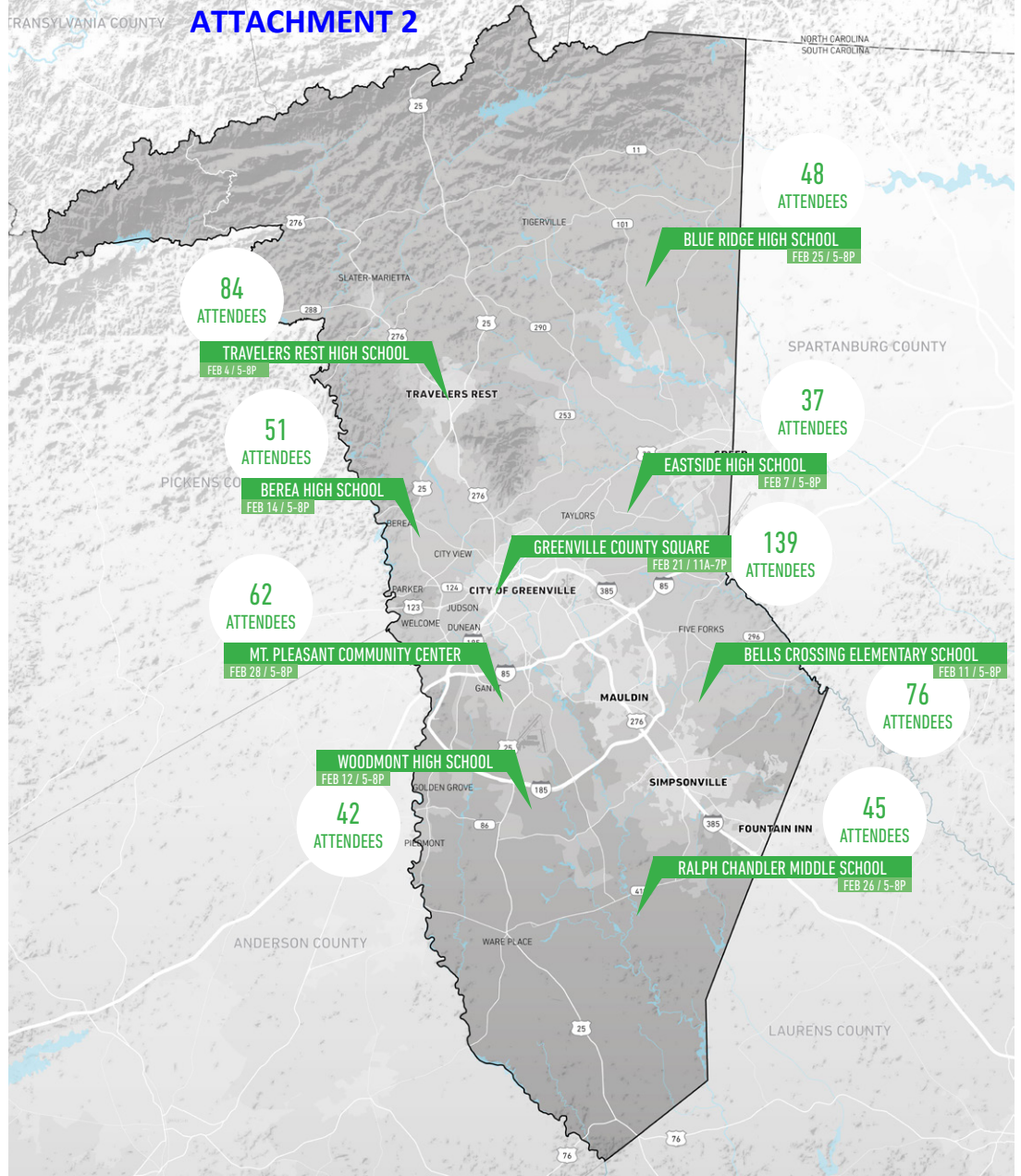
"FOCUS GROWTH"



"MAXIMIZE INFILL"



■ Protected Open Spaces (Parks, Flood Plains, & Waterways)
■ Rural
■ Suburban
■ Traditional
■ Urban
■ Employment and Special Uses/Other



20
PUBLIC
MEETINGS

893
ATTENDEES

3,932
COMMENTS

5,173
DOTS
PLACED



'PLAN GREENVILLE COUNTY' COMPREHENSIVE PLAN, GREENVILLE COUNTY, SC

PREFERRED SCENARIO FUTURE LAND USE & FOCUS DEVELOPMENT AREAS

MAP KEY

Protected Open Space

-  Parks/Preserves
-  Floodplains
-  Water Bodies

Rural

-  Rural
-  Rural Living
-  Rural Corridor
-  Rural Village

Suburban

-  Suburban Edge
-  Suburban
-  Suburban Commercial Center
-  Suburban Mixed Use

Traditional

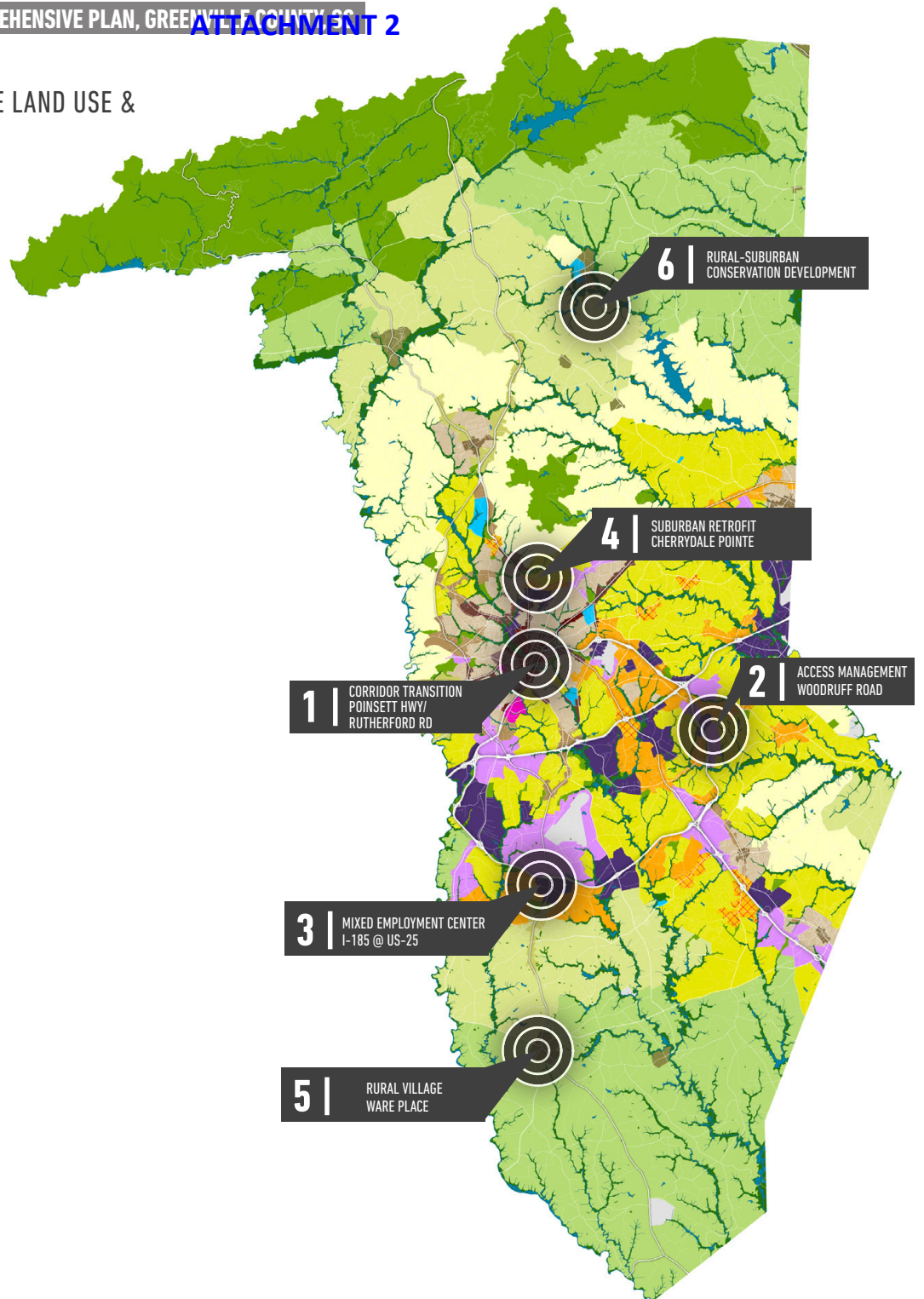
-  Traditional Neighborhood
-  Transitional Corridor
-  Neighborhood Business District
-  Mixed Use Corridor

Urban

-  Core Neighborhood
-  High Frequency Transit Corridor
-  Urban Mixed Use Neighborhood
-  Urban Core

Employment Centers

-  University District
-  Medical District
-  Mixed Employment Center
-  Industrial
-  Airport/Utility/Other



PREFERRED SCENARIO BENEFITS



1.4 MILLION METRIC TONS

Reduction of GHG (Greenhouse Gas) over lifetime of plan.



\$3.9 BILLION

\$\$\$

Total transportation and utility savings to county residents over the life-time of the plan.



4.5 BILLION GALLONS

Reduced water usage each year by county residents and businesses.



\$13,700 **\$\$\$**

Average transportation and utility savings for each household over period of plan.



3.6 BILLION

Reduced number of VMTs (Vehicle Miles Traveled) over the life of the plan.



158 SQUARE MILES

Rural and undeveloped land preserved.

RURAL VILLAGE - WARE PLACE

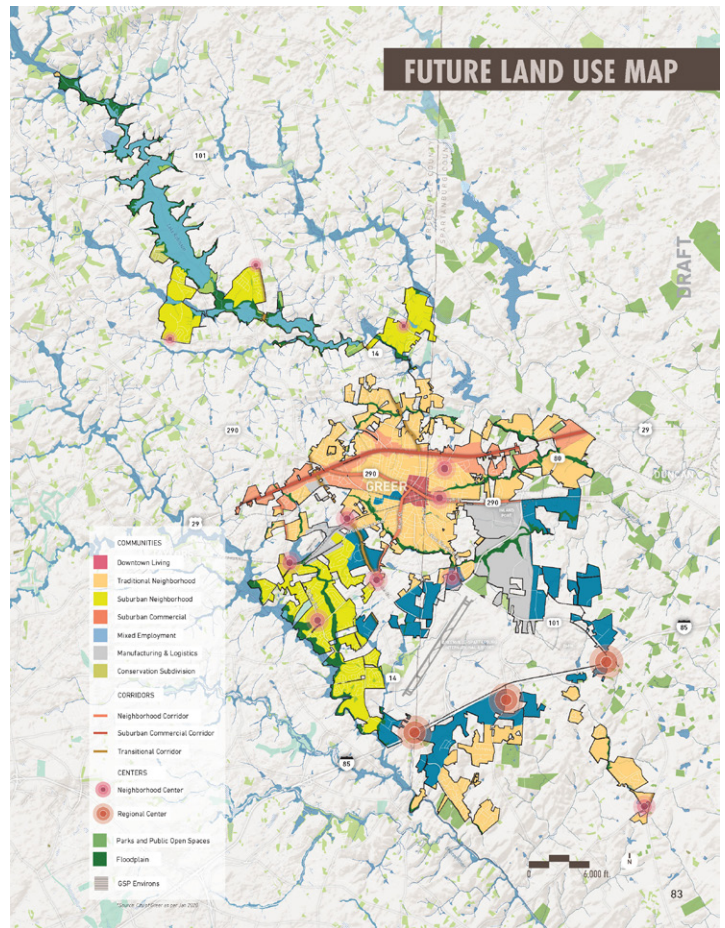
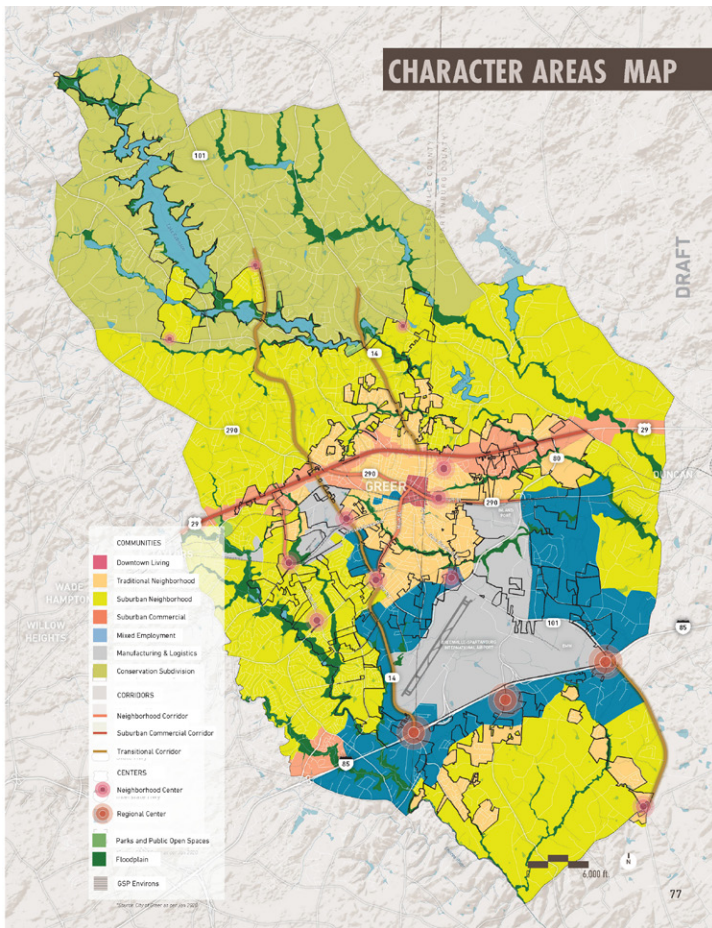


MIXED EMPLOYMENT CENTER - I-185 @ US-25



RURAL-SUBURBAN - CONSERVATION DEVELOPMENT





MKSK

TRANSFORMING GREER 2030 COMPREHENSIVE PLAN GREER, SOUTH CAROLINA

REFERENCE

City of Greer
Brandon McMahan
Planner
bmcman@cityofgreer.org
864.848.5396

SIZE OF PROJECT

City-wide

PROJECT TIMELINE

February 2020 - Ongoing

CONTRACT AMOUNT

\$100,000

MKSK led a 2020 Comprehensive Plan Update for the City of Greer, SC. The plan leveraged the findings of the 2015 Community Master Plan, 2015 Comprehensive Plan Review, and recently conducted transportation research. The focus of this planning process was the development of refined plan goals, objectives, and strategies as well as a Future Land Use Map that will underpin a future unified development ordinance for the City. Transforming Greer 2030 fulfills the requirements of the South Carolina 1994 Act, but more importantly provides an extensive framework for future planning efforts to help achieve the community's vision.

The Plan is organized by the following chapters:

1. Project Alignment: This chapter describes the comprehensive planning process as well as the schedule and timeline for Transforming Greer 2030. An overview of the past community plans and projects is included here to help inform the comprehensive planning process.
2. Analysis: Data was gathered and analyzed in this chapter to provide a broad-based understanding of demographic, economic, housing, land use, infrastructure, and other characteristics that describe the City of Greer.
3. Community Engagement: This chapter details how stakeholders and residents were engaged throughout the planning process in order to provide feedback to inform the direction and outcomes of the plan.
4. Recommendations: Action-oriented goals and objectives were created to help carry out the vision of Greer. The Future Land Use Map is the guiding visual representation for the City to use in planning and development decisions.

AFFORDABILITY

Source: Esri



\$181,632

Median Home Value (2019)

\$58,718 - Estimated income needed to afford a house in Greer for a family of four



\$832

Median Monthly Gross Rent (2019)

\$29,952 - Estimated annual income needed to rent in Greer
Greater Greer market median rent is \$1,400 (Zillow)



1,130

Total Number of Single-Family Owner-Occupied Cost-Burdened Households (2019)

1,854

Total Number of Renter-Occupied Cost-Burdened Households (2019)

Households that spend 30% or more of their incomes on housing costs

HOUSING UNITS BY YEAR BUILT (2015-19)

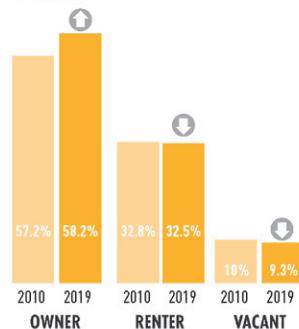
Source: Esri, City of Greer



The 2008-09 recession temporarily slowed down a long-term growth trend. Greer registered **2,080 units** built between 2015-2019.

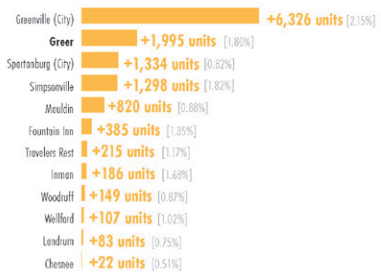
HOUSING OCCUPANCY

Source: Esri



NET HOUSING UNIT GROWTH BY CITY (2010-2019)

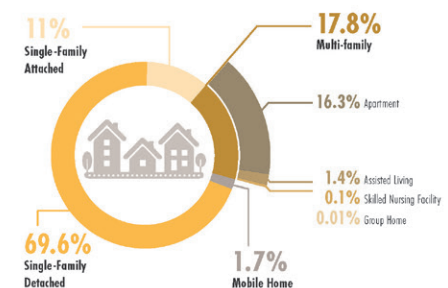
Source: U.S. Census Bureau, Census 2010 Summary; Esri forecasts.



The City of Greer has one of the fastest-growing housing markets in Upstate South Carolina.
City of Greer data shows numbers of units between 2015-19 surpassed the statistical forecast.

HOUSING TYPOLOGY

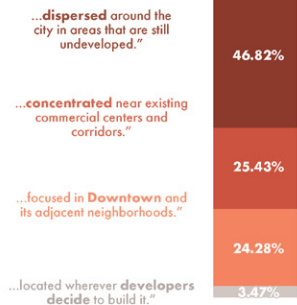
Source: City of Greer



84% of the total 17,632 properties in Greer are residential

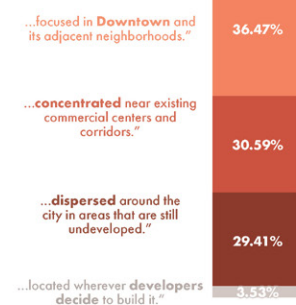
Q12. "New residential growth in Greer should be..."

"dispersed..." tops the list



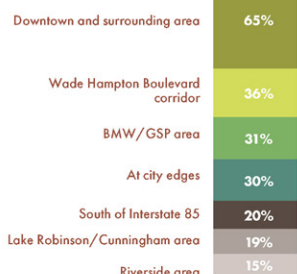
Q13. "New shopping, services, and job growth in Greer should be..."

"focused..." tops the list



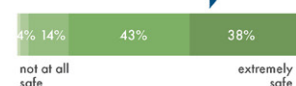
Q14. "Where in Greer would you like to see additional development, including housing, shopping, and jobs?"

"Downtown..." tops the list



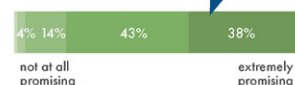
Q15. Overall, how safe do you feel in Greer?

81% feels safe or extremely safe



Q16. How promising is the future of Greer?

84% feels it is promising or extremely promising



Q17. What do you like most about Greer?



Q18. What do you like the least about Greer?

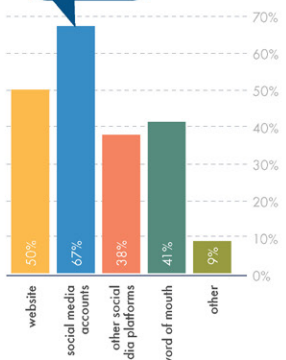


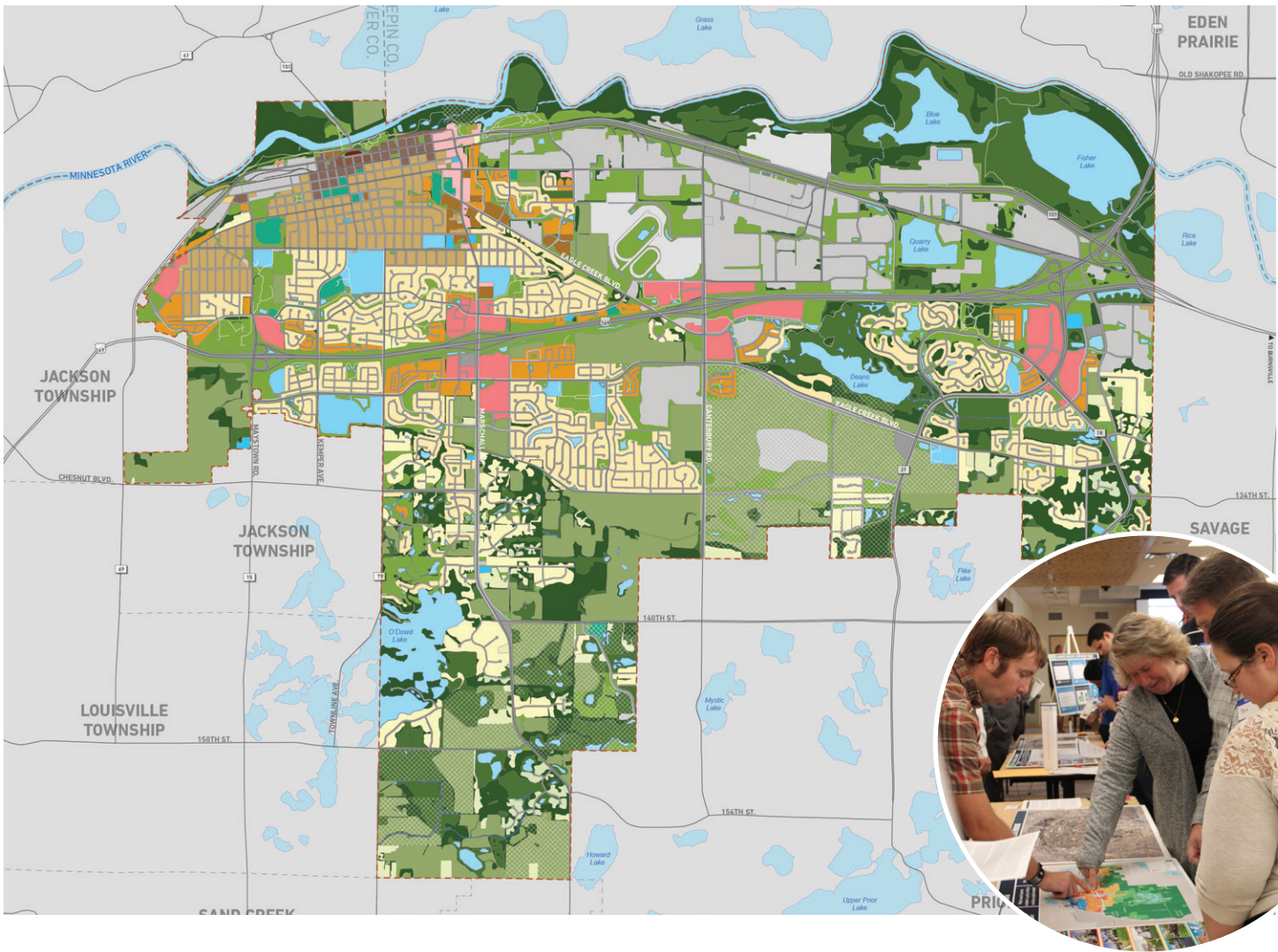
Q19. My vision for Greer is...



Q20. What communication methods do you currently rely on for city-related information?

"social media" tops the list





MKSK

ENVISION SHAKOPEE 2040 COMPREHENSIVE PLAN SHAKOPEE, MINNESOTA

REFERENCE

City of Shakopee
Michael Kerski
Director of Planning and Dev.
planning@ShakopeeMN.gov
952.233.9346

SIZE OF PROJECT

City-wide

PROJECT TIMELINE

July 2017 - August 2018

CONTRACT AMOUNT

\$208,530

AWARDS

2019 APA Minnesota Planning in
Context Award

An outer suburb of Minneapolis, the City of Shakopee is nestled in the Minnesota River Valley where natural beauty is abundant. Shakopee's historic downtown rises along the banks of Minnesota River and its neighborhoods dotted with lakes and enveloped by scenic bluffs. A major highway extended to the city in the mid-1990s provided regional access and facilitated tremendous employment and household growth. This rapid growth has brought extensive change to a community that has historically had a small town identity. The city now covers 30 square miles of northern Scott County and includes a wide variety of commercial centers, business and industrial developments, and residential neighborhoods.

All cities in the Twin Cities metro area are required to update their comprehensive plans every ten years to meet regional Metropolitan Council planning requirements. However, Shakopee engaged MKSK to lead a new type of planning process that will go beyond the Met Council's technical standards. The planning process, initiated in July of 2017, kicked-off with a robust community engagement effort including an interactive website, focus group meetings, and mobile displays at community events. MKSK engaged the community to establish a shared vision of what people want Shakopee to be in the future. The Envision Shakopee 2040 Plan paints a compelling picture of what Shakopee can be – how it would like to grow, what it would like to improve, and what it would like to preserve and strengthen for future generations. The plan establishes a strong and aspirational vision for the future and will serve as a guidebook and plan of action for the community to achieve that vision.





MKSK

RIDGE CREEK PARK VISION PLAN

SHAKOPEE, MINNESOTA

REFERENCE

City of Shakopee, Dept of Planning
& Dev.
Michael Kerski, Director
mkerski@shakopeemn.gov
952.233.9346

SIZE OF PROJECT

80 acres

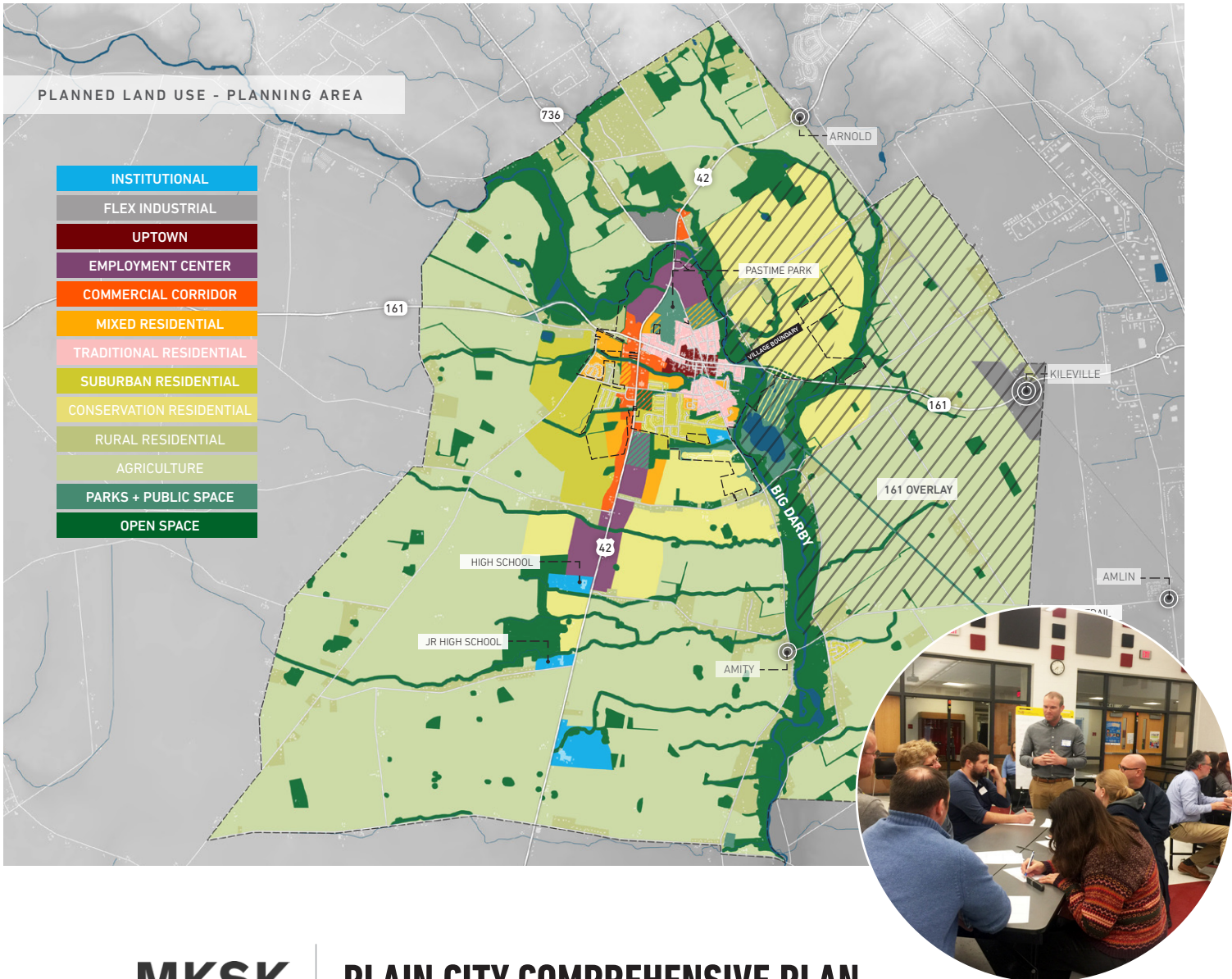
PROJECT TIMELINE

October 2018 - June 2020

CONTRACT AMOUNT

\$24,990 (Master Planning)
\$246,605.50 (Implementation)

MKSK was commissioned by the City of Shakopee to set forth a vision for the development of a passive park in the Ridge Creek neighborhood. The design approaches the site with a sensitive hand and seeks to preserve and heighten its ecology, using a restored natural environment as the base upon which all else is built. A trail network weaves its way through the site and invites users to explore wetlands, meadows, and forested landscapes, while a pair of shade structures provide areas of respite and observation. With a deep respect for the natural beauty of the site and the region's heritage and history, the vision plan lays the framework for a natural resource-based park that will prove an important asset to this growing city's park, trail, and open space network.



MKSK

PLAIN CITY COMPREHENSIVE PLAN PLAIN CITY, OHIO

REFERENCE

Village of Plain City
Nathan Cahall
Village Administrator
ncahall@plain-city.com
614.873.3527

SIZE OF PROJECT

City-wide

PROJECT TIMELINE

October 2017 - November 2018

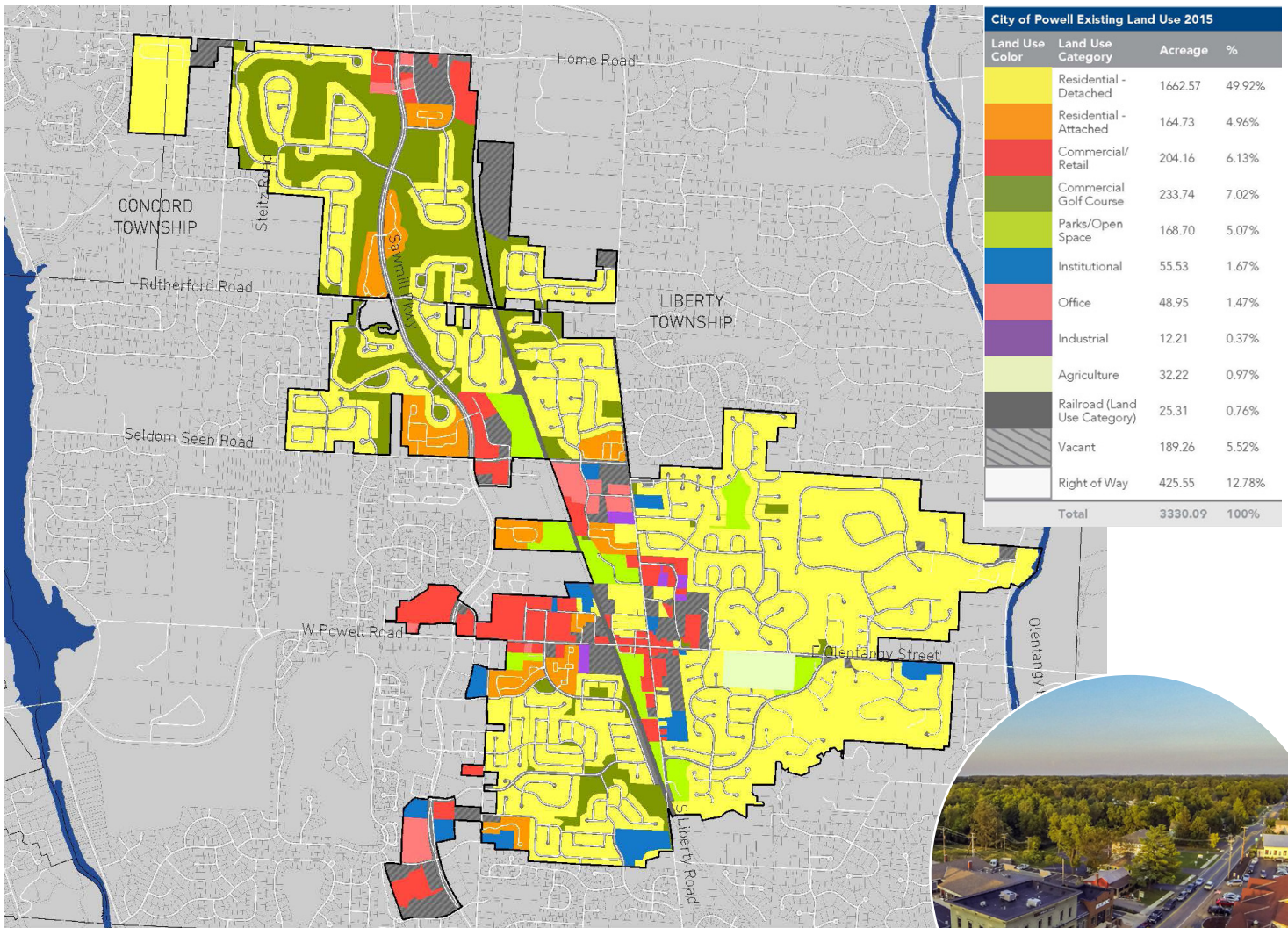
CONTRACT AMOUNT

\$98,492

The Village of Plain City sought to embark on a Comprehensive Planning process in 2017 to provide a vision for the Village over the next 10 – 20 years, as well as prepare them to address significant challenges they currently face. Externally, the growth of the Columbus region—including Hilliard, Dublin, and large-scale development along the US 33 corridor—is bringing development interest to the land in and around the current village boundary. Internally, the administration is preparing to become a City upon the next Census and overcome the challenge of their existing water and sewer system quickly reaching capacity. Plain City's expected OH EPA Section 208 Plan agreement with the City of Columbus for water and sewer service will likely spur additional development interest in the area.

MKSK worked with the Village and members of the community in a robust community engagement process to develop 9 Planning Principles synthesizing priorities, strengths, and opportunities for the future of the community. The principles are comprehensive statements of direction to guide the plan and achieve the common community visions. These were then used to shape 10 Strategies to provide guidance for implementation: Preserving Community Character, Managing and Focusing Growth, Fostering Economic Growth, Reinvigorating the Uptown District, Embracing Historic Preservation, Investing in Branding and Identity, Providing Housing Options, Providing Mobility Options, Protecting the Environment, and Improving Park and Recreation Options.





MKSK

POWELL COMPREHENSIVE PLAN

POWELL, OHIO

REFERENCE

City of Powell
Megan Canavan
Communications Director
mcanavan@cityofpowell.us
614.885.5380

SIZE OF PROJECT

3,610 acres

PROJECT TIMELINE

November 2014 - November 2015

CONTRACT AMOUNT

\$109,099.83

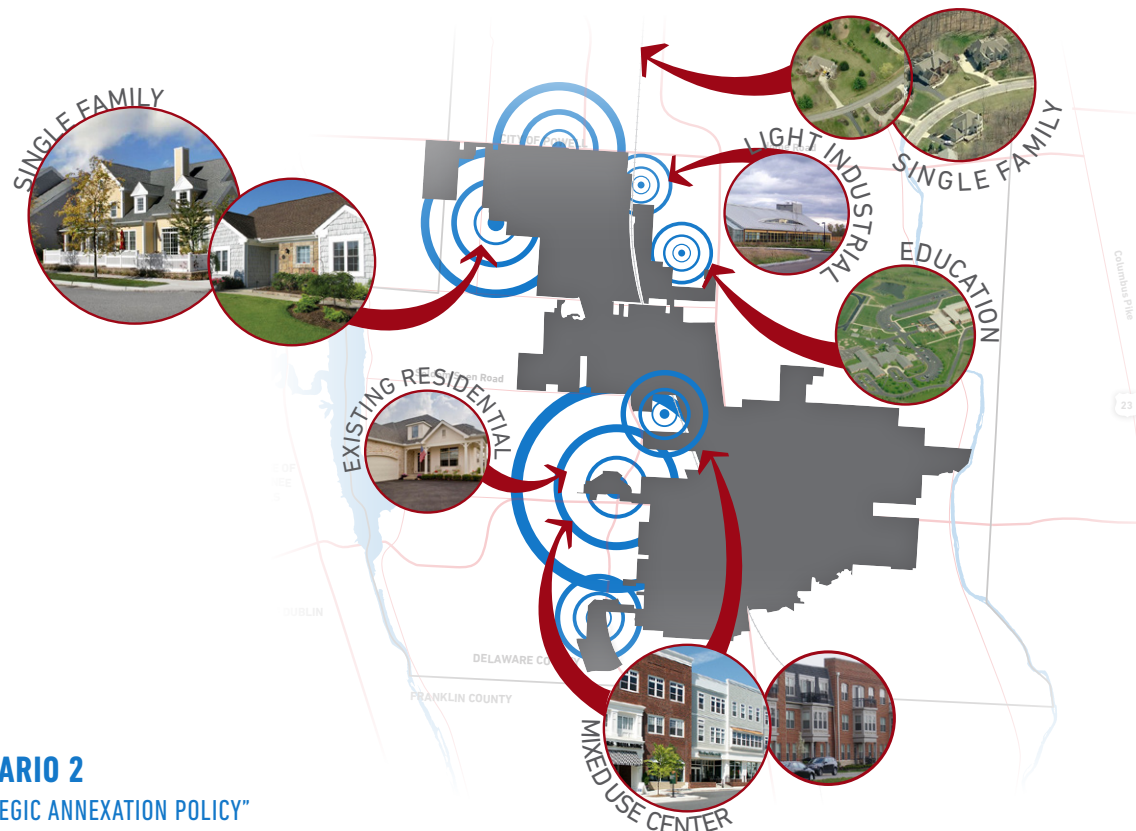
The City of Powell is a growing upscale 'bedroom community' in the Columbus Metropolitan Area. Located north of Columbus, State Route 750 serves as a major transportation corridor between the Columbus Zoo & Aquarium and Interstate 71, funneling traffic through historic downtown Powell. Resolving traffic congestion at the downtown's 'Four Corners' intersection was a key goal of the planning process. The Plan recommended preliminary street system improvements that were explored in more detail in the subsequent Downtown Street System & Circulation Plan, also led by MKSK. Additionally, the planned extension of Sawmill Parkway through undeveloped farmland north of the City will increase pressure for growth and development. The Plan update explored alternative scenarios for growth, and it guides the City in determining what types of land use and development patterns are appropriate and fiscally sustainable in this expansion area. The land use plan provides specific recommendations for what types of housing may be appropriate as growth continues – a point of contention within the community during the planning process. This is of particular importance for a suburban city with an aging population and few alternative housing options. The Plan also explored opportunities for Powell to expand and diversify its revenue sources to support needed infrastructure investments and maintain the high quality public services that residents desire. A key aspect of the planning process was community education. MKSK led multiple public open houses, each including an educational presentation and community discussion aimed at helping Powell residents to understand regional and national trends in demographics, housing, commercial development, transportation, and municipal finance, empowering citizens to make informed decisions about the direction of the plan.

SCENARIO PLANNING CHARACTER AREA/LAND USE SCENARIOS

SCENARIO 1 "INFILL & REDEVELOPMENT FOCUS"



SCENARIO 2 "STRATEGIC ANNEXATION POLICY"





MKSK

LANCASTER DOWNTOWN REVITALIZATION PLAN

LANCASTER, SOUTH CAROLINA

REFERENCE

City of Lancaster
 Flip Hutfles, City Administrator
 808.289.1699
shutfles@lanastercitysc.com

SIZE OF PROJECT

Downtown Core

PROJECT TIMELINE

March 2019 - March 2020

CONTRACT AMOUNT

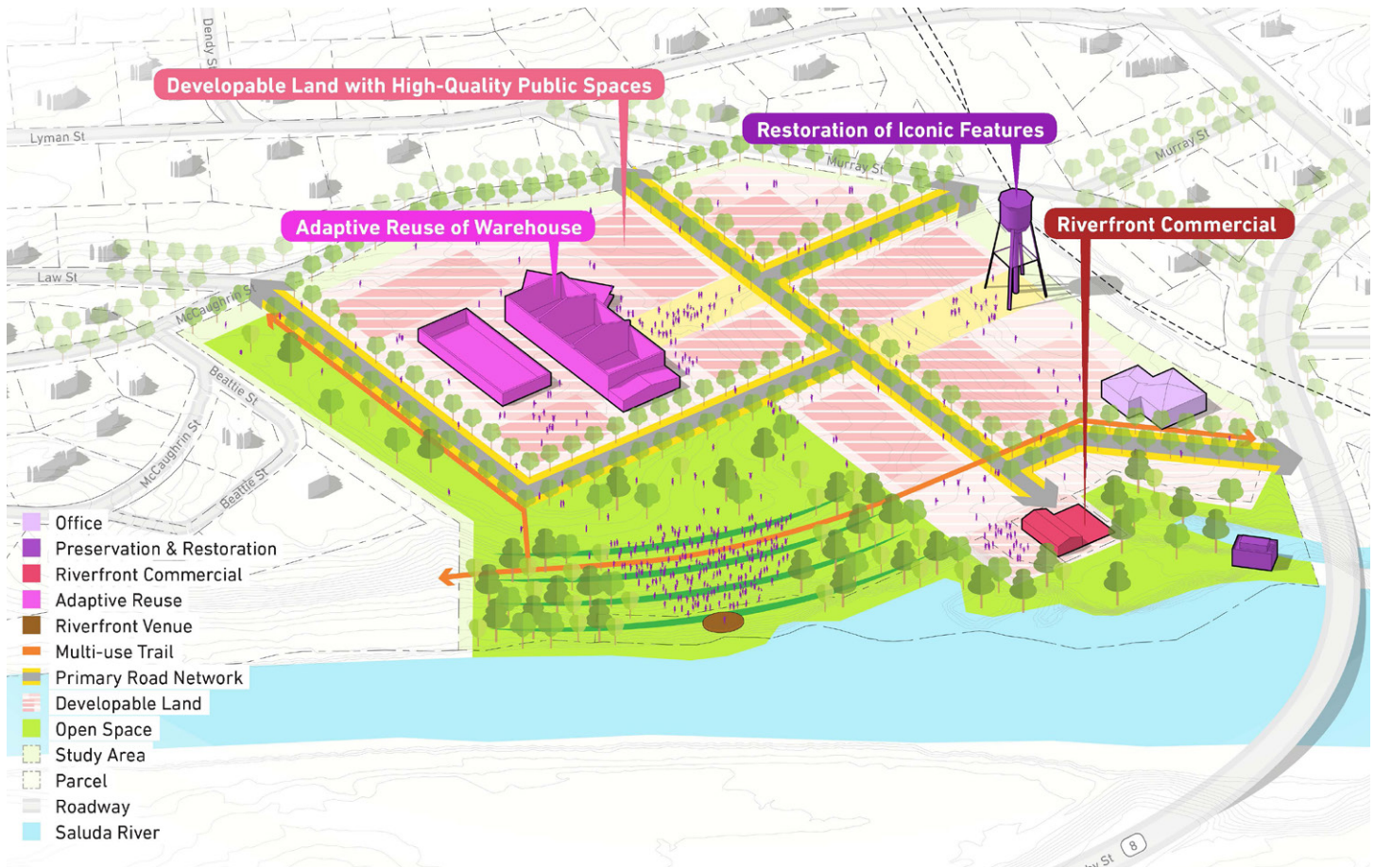
\$168,785.03

MKSK led a team of planners, architects, urban economists, and marketing specialists on the development of a master plan for the revitalization of historic downtown Lancaster, South Carolina. The primary goals of the year-long planning process were to craft a clear vision for the revitalization of the district and assist the client with short-term implementation to ensure the achievement of the vision.

MKSK worked closely with city staff, local stakeholders, appointed and elected officials, and the citizens of Lancaster to develop project goals, priorities, and major revitalization initiatives. In fact, MKSK partnered with a local non-profit to host small-scale community workshops and salons to generate awareness of the project and solicit valuable input from often marginalized populations. In all, the project included twenty-two community meetings and an online survey that provided the foundation for many of the plan's recommendations, including housing, business, and public space strategies.

Upon completion of the project, the city quickly adopted the plan and is now working on implementing many of its recommendations. In the short term, the city is revising its policy framework, establishing a downtown development authority, and partnering with property owners and investors to advance adaptive reuse and residential concepts. In the coming years, the city intends to cultivate and leverage new partnerships and expects to design and construct a recommended signature downtown park and festival street.





MKSK

PELZER COMMUNITY MASTER PLAN

PELZER, SOUTH CAROLINA

REFERENCE

Anderson County, South Carolina
Steve Newton, Govt. Affairs Director
864.260.1010
snewton@andersoncountysc.org

SIZE OF PROJECT

621 acres

PROJECT TIMELINE

July 2019 - September 2019

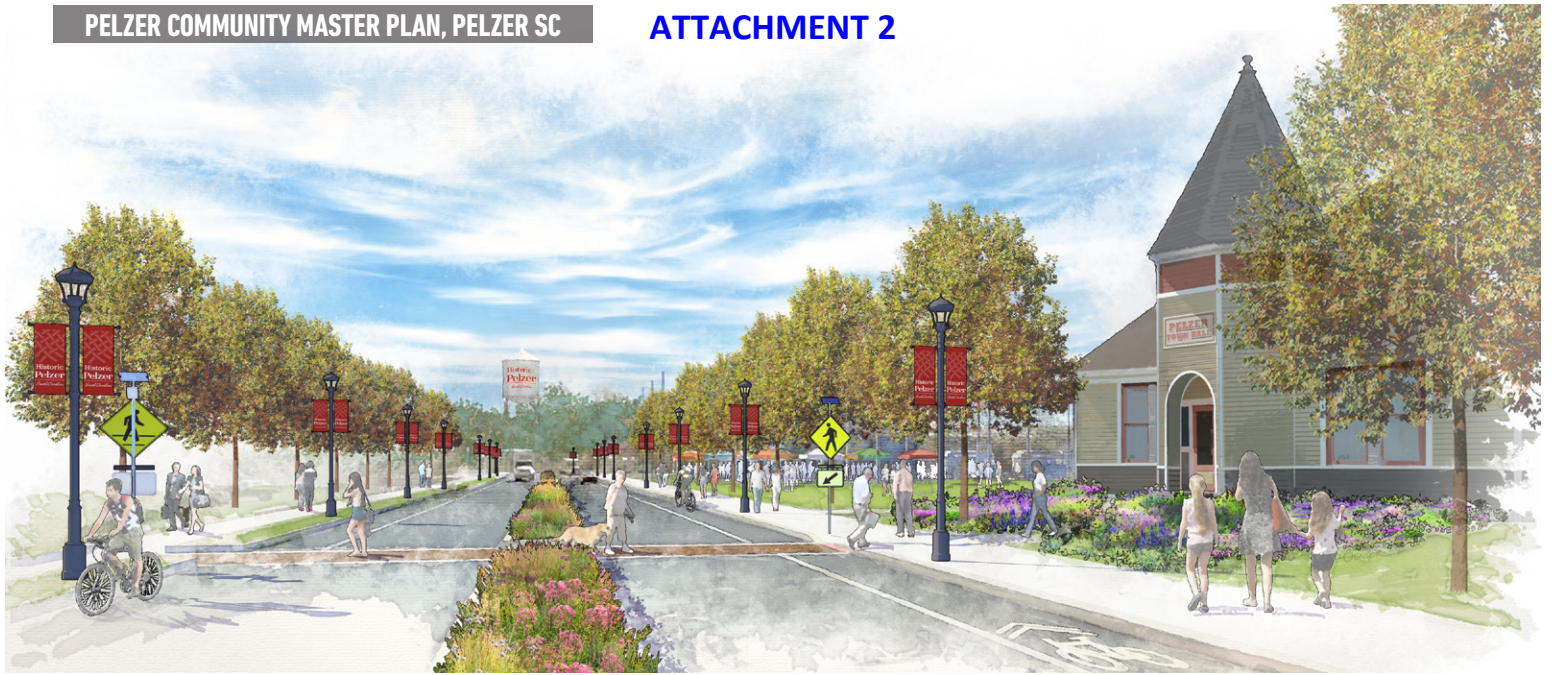
CONTRACT AMOUNT

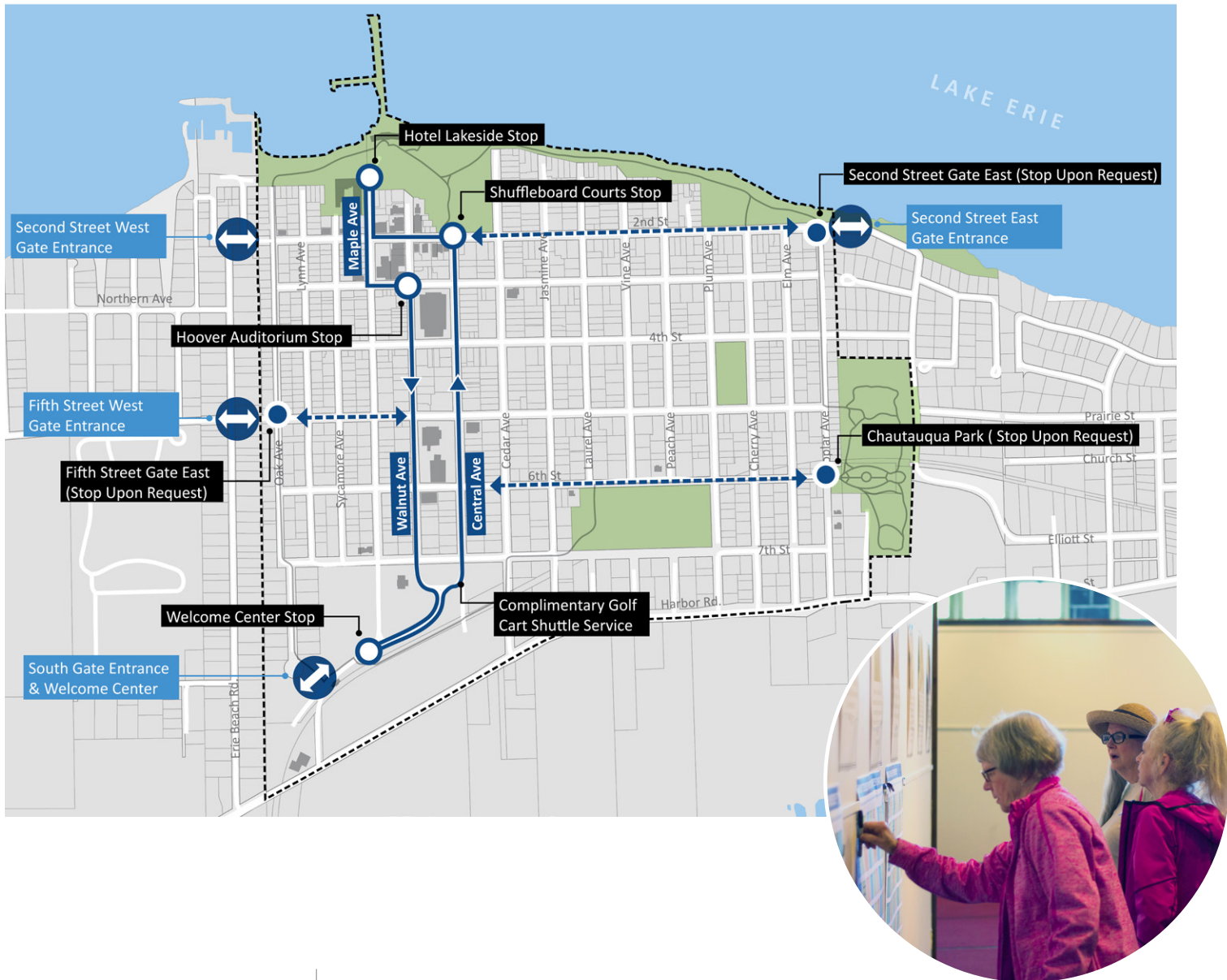
\$48,500

The Town of Pelzer is a recovering textile community nestled along the Saluda River in Upstate South Carolina. In recent decades, the community has struggled to maintain its economic base, and the large mills that once stood along the river's edge have been demolished. As part of a larger effort to reverse this decline, MKSK facilitated a five-month long planning process with residents and stakeholders to reimagine Pelzer and develop a long-term vision for the town's future.

As part of the planning process, MKSK conducted extensive site work, stakeholder interviews, a design charrette, and multiple public open house meetings to understand the potential of the community in terms of its economy, ecology, and social capital. Project recommendations included a vision for the riverfront as linear park, redevelopment alternatives for the historic mill sites, streetscape concepts and reimagined town green, and rehabilitation strategies for the town's historic housing stock. Furthermore, plan recommendations included a "100-Day Action Plan" to outline low-cost, high-impact, short-term steps the town and its partners could take to generate enthusiasm and build confidence in the plan.

The Pelzer Community Plan intentionally delivers short and long-term benefits to the town. In the short term, the plan provides the foundation for grant applications and a guide to redevelopment for public agencies and private investors. The plan also offers a short-term work plan for the town council and outlines potential projects and initiatives for residents and stakeholders to undertake. In the long term, the community plan sets the stage for the redevelopment of significant sites and the development of partnerships for the town to cultivate over the coming years.



**MKSK****LAKESIDE CHAUTAUQUA MASTER PLAN****LAKESIDE, OHIO****REFERENCE**

Lakeside Association
 Kevin Sibbring, President/CEO
 419.341.8767
 ksibbring@lakesideohio.com

SIZE OF PROJECT

640 acres

PROJECT TIMELINE

February 2017 - July 2018

CONTRACT AMOUNT

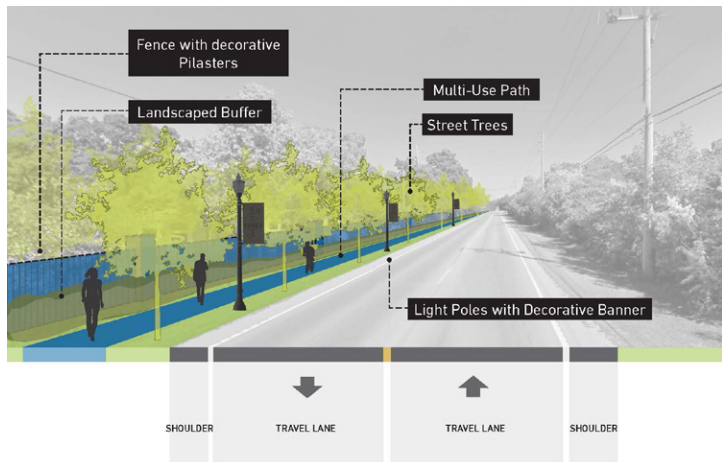
\$215,644

Lakeside Chautauqua is a historic community located on the shore of Lake Erie in Ohio that is a family-oriented destination offering an abundance of spiritual, cultural, education, and recreational activities during its 10-week summer programming session. MKSK developed an updated strategic comprehensive Master Plan for the Lakeside Chautauqua community to guide community decisions and investments over the next 10 to 15 years.

The Master Plan addressed issues and decisions that have risen within the community while balancing its cherished history, including: aging structures, demand for residential demolition and redevelopment, changing traffic patterns, parking demand, property acquisitions, new and reprogrammed open space, and building reuse. The planning process continued an open community dialogue on addressing challenges and opportunities for Lakeside Chautauqua, to create a shared and cohesive vision for the future.



SECOND STREET DOWNTOWN IMPROVEMENTS CONCEPT





MKSK

REFERENCE

City of New Albany
Joseph Stefanov
City Manager
jstefanov@newalbanyohio.org
614.855.3913

SIZE OF PROJECT

9,843 acres

PROJECT TIMELINE

2000 - Ongoing

CONTRACT AMOUNT

Varies by Project

AWARDS

2000 Ohio Chapter American
Society of Landscape Architects
(OCASLA) Merit Award

Using the vision established by the Village Center Master Plan, the form-based code replaces the Village Center's existing zoning districts to create an integrated zoning tool. The new code emphasizes the massing and form of structures rather than the uses contained within and depicts the form standards through a series of building perspectives.



NEW ALBANY FORM BASED CODE

NEW ALBANY PLANNING & DESIGN SERVICES

NEW ALBANY, OHIO

MKSK has been involved in planning and design services in New Albany for over 30 years, in which time New Albany has transformed from a small village to a vibrant city. Today, ranked as the Top Suburb in America by Business Insider, New Albany's continued emphasis on planning and design have resulted in a thoughtfully planned community that has preserved and exemplified its small-town charm and character.

NEW ALBANY MASTER PLAN UPDATE

MKSK is currently updating the New Albany Master Plan. The process will be undertaken in three stages: 1) community engagement, 2) visioning and opportunities analysis, and 3) plan synthesis – each of which will include a review with the Steering Committee. Throughout the project, community workshops, focus group roundtables, mobile meetings, neighborhood gatherings, and surveys will ensure broad public input. The outcome will be a user-friendly and graphically-rich document that will provide the City of New Albany with an updated vision for the community and an implementation strategy to pursue it.

NEW ALBANY STRATEGIC PLAN

MKSK works closely with the Community Development Staff to regularly update the City's Strategic Plan, provide site and landscape design review for new projects, continue to develop a city-wide multi-use trail system and on-street bicycle infrastructure, strategically plan for continued residential growth, ensuring a high standard of design in the City's Business Park, and develop focus area planning studies to ensure the continued growth and development of New Albany supports the community's vision. New Albany has relied on this critical tool for this growing community to preserve character, reduce impacts of development, and encourage investment that contributes to the community. The original plan (1998) has been regularly updated to reflect the evolving nature of New Albany and its rapid growth. With each update (2001, 2006, 2014), the planning effort has been a highly collaborative process involving elected leaders, administration, and community members.

VILLAGE CENTER STUDY

The Village Center Plan establishes the long-term vision for the village core as an integrated, mixed-use town center with attention to the location of civic uses, the inclusion of high-density residential areas, and the quality of the built environment – buildings, streetscapes and public spaces. Since the adoption of the Village Center Study a number of the planning recommendations have been accomplished including a revision of the Village Center Design Guidelines and development of a Form-Based Code. Quality development within the Village Center includes City Hall, a public library, a community performing arts center, mixed use office and retail, higher density residential, and a community health and recreation center. Planning efforts in and around the Village Center have continued to emphasize this area as the heart of the New Albany community, which has created a vibrant and prosperous city core.

MKSK**NEW ALBANY PLANNING & DESIGN SERVICES****NEW ALBANY, OHIO****REFERENCE**

City of New Albany
Joseph Stefanov
City Manager
jstefanov@newalbanyohio.org
614.855.3913

SIZE OF PROJECT

9,843 acres

PROJECT TIMELINE

2000 - Ongoing

CONTRACT AMOUNT

Varies by Project

AWARDS

2000 Ohio Chapter American
Society of Landscape Architects
(OCASLA) Merit Award

LEISURE TRAILS MASTER PLAN

MKSK developed a guide for the development and expansion of the trail system as the community continues its growth. Past community surveys indicated trails as a top recreation priority. MKSK created a plan to develop a usable, legible, and complete trail system by knitting together the existing segments with new strategically-placed trail miles that created loops and routes. The goal is connectivity throughout New Albany, as well as linkage to the regional system. Planning and design strategies, public facilitation, mapping, and cost estimates identified the trails to be constructed and pointed out areas not likely to be completed as part of development. These became targeted areas for City investment. The 2014 Leisure Trail Prioritization Study and 2014 New Albany Strategic Plan updates have helped to guide the continued development of the leisure trail system by identifying future construction/trail expansion opportunity sites.

BIKE NEW ALBANY MASTER PLAN

In 2014, the city of New Albany worked with MKSK to complete its most recent update to the City's Strategic Plan. As part of these efforts, a Transportation Study was conducted that evaluated all modes of transportation in the City, including cycling. The Bike New Albany plan proposes the creation of a complete bicycle network that will allow all types of riders to easily, intuitively and safely navigate around the City. By utilizing both on-street and off-street infrastructure, and supporting these elements with bicycle amenities, signage and wayfinding, and policies to increase awareness of cycling, the City can create a bicycle-friendly community that promotes cycling for all. Key elements of the Plan include: Master Plan to guide the development of on-street bicycle facilities; Proposed 5-mile cycle track loop that encourages increased ridership and creates important community connections; The incorporation of bicycle amenities at strategically identified cycling hubs throughout the City; Education and policy initiatives to fully integrate into the New Albany community.





MKSK

ROSE RUN CORRIDOR VISION PLAN NEW ALBANY, OHIO

REFERENCE

City of New Albany
Joseph Stefanov
City Manager
jstefanov@newalbanyohio.org
614.855.3913

SIZE OF PROJECT

8 acres

PROJECT TIMELINE

March 2017 - June 2020

CONTRACT AMOUNT

\$626,520.33

AWARDS

2000 Ohio Chapter American
Society of Landscape Architects
(OCASLA) Merit Award

The Rose Run Corridor Vision Plan is intended to guide park development and urban redevelopment at the core of the Village Center and energize the downtown with new park space and an improved greenway. The plan envisions to intertwine the riparian edge of the Rose Run stream corridor with more urbanized pedestrian connections and green spaces linking the Learning Campus with the Village Center and Public Library and breaking the once divided land uses.

Planned improvements begin with the realignment of Village Hall Road to reclaim park space between the Library and the Rose Run corridor. Acquirement of this land facilitates the new Library Gardens to the south which connects to the new pedestrian bridge crossing the stream. The pedestrian bridge leads to a new plaza overlook along Dublin Granville Road at the southern end of the existing Learning Campus entry greenspace. Both the pedestrian bridge and the plaza overlook will serve as a ceremonial gateway to the City of New Albany. Additionally, this new space will be a focal point of the project and programmed to accommodate City festivals, farmers markets, and other public gatherings.

MKSK provided study plan services for the initial design and, in conjunction with the Engineer team, is continuing design services for the next phase of implementation. Construction began in 2018 and opened to the public in 2020.

MKSK**REEDY RIVER REDEVELOPMENT AREA & UNITY PARK****GREENVILLE, SOUTH CAROLINA****REFERENCE**

City of Greenville
John Castile
(Former City Manager)
Executive Director
Greenville County
Redevelopment Authority
jcastile@gcra-sc.org
864.242.9801

SIZE OF PROJECT

350 acres

PROJECT TIMELINE

April 2016 - Ongoing

CONTRACT AMOUNT

\$581,850 (Redevelopment Area)
\$2,613,826 (Unity Park)
\$23,520 (Affordable Housing)



GREENVILLE UNITY PARK IN THE NEWS

ASLA THE DIRT:

"Unity Park Anchors Equitable Development in Greenville"

<https://dirt.asla.org/2018/08/21/unity-park-anchors-equitable-development-plan-in-greenville-south-carolina/>

FORBES:

"South Carolina Park Looks to Uncover & Mend City's Segregated History"

<https://www.forbes.com/sites/juansebastianpinto/2018/08/21/south-carolina-park-looks-to-uncover-and-mend-citys-segregated-history/#474f7d627fed>

The Reedy River Redevelopment Area (RRRA) is a 350 acre district in the historically African American neighborhoods of Southernside and West Greenville and is centered around the Reedy River. In a proactive approach to planning for flood hazards, real estate market pressures, and community needs, MKSK prepared a district plan for parks and open space in the Reedy River floodplain and an affordable housing and equitable development plan for the neighborhoods surrounding the river and future park. This comprehensive approach to parks and community planning provided the foundation for social and environmental equity in the culturally-rich neighborhoods west of downtown Greenville and also provided a model for urban floodplain management and green infrastructure. Building on the district planning effort that launched in 2016, MKSK has continued to assist the City and greater Greenville community in the development of this vision with the creation of a Community Character Code (form-based code), detailed design and engineering for a signature urban riverfront park (Unity Park), and affordable housing and development planning for the district. Unity Park is supported by both public and private funding. The project is currently under construction.

UNITY PARK

MKSK was contracted by the City of Greenville to design a signature city park suitable for all ages in the center of the Reedy River Redevelopment Area (MKSK). The city park, now named Unity Park, has several park features and amenities tailored for different age groups, play types, and accessibility needs. The Nature Playground began to take shape to respond to the natural elements already present within the park. Spread across three distinct zones within the riparian forest of the Reedy River, the nature playground will provide an accessible and welcoming environment for the children of Greenville and beyond. Each zone is connected by a series of nature paths encouraging exploration and discovery, while allowing children to connect with nature in an imaginative and creative way. While a highly active and dynamic environment, the nature playground features a variety of comfortable gathering spaces for parents and caregivers with the Reedy as their backdrop.

FORM-BASED CODE

The form-based code serves as a tool to ensure new development in the area advances the character of the community and properly complements and transitions to and from Downtown Greenville, the new city park, and surrounding neighborhoods. This approach to zoning incorporates "form-based" requirements, a modern approach to zoning that focuses on the scale, quality, and relationship of buildings to streets and open spaces – in essential elements that together establish the physical form of the built environment. Ultimately, the code is a reflection of the community vision for implementing the intent of the Reedy River Redevelopment Area Character Plan to preserve Greenville's character and create walkable places.

UNITY PARK AREA AFFORDABLE HOUSING STRATEGY

Building on several years of community-based planning and public space design that MKSK led in the historic African American neighborhoods of on the west side of Greenville, SC, the Affordable Housing Strategy for the Greenville Housing Fund focused on the creation of new affordable housing units and mixed-income housing development in the Southernside Neighborhood around Unity Park. The Affordable Housing Strategy was a targeted effort geared towards quick implementation and the near-term creation of affordable housing units that would coincide with the development of Greenville's newest community park and signature public space – Unity Park. The Strategy developed by MKSK had two areas of focus: 1) identify the development potential of city-owned parcels surrounding Unity Park for the maximum number of affordable housing units that fit within the community's vision for development type and character, and 2) create a process that could be replicated in other parts of the Greenville community for the creation of affordable housing. In partnership with LS3P Architects, Homes of Hope, and TRG Development, and through a community-based process that involved strong neighborhood engagement, the MKSK team prepared site-specific development plans and parameters which informed the immediate packaging of publicly-owned parcels for affordable housing development RFPs. The MKSK team also prepared specific funding, policy, and regulatory recommendations that supported broader efforts for the development of affordable housing throughout the Greenville community.

ATTACHMENT 2

REEDY RIVER REDEVELOPMENT AREA & UNITY PARK, GREENVILLE, SC





MKSK

BOLTON PROPERTY PRELIMINARY DEVELOPMENT PLAN MENTOR, OHIO

REFERENCE

Project Management Consultants LLC
Ken Kalynchuk
Senior Financial Analyst
Ken.Kalynchuk@aboutPMC.com
216.566.5832

SIZE OF PROJECT

238 acres

PROJECT TIMELINE

August 2018 - January 2020

CONTRACT AMOUNT

\$122,400

Since 1929, the Bolton Property (approximately 238 acres) has served as a private residence located in woods and pastureland of both Mentor (186.5 acres) and Kirtland Hills (51.5 acres). Much has changed in Mentor during this time, including the establishment of Interstate 90 through the property, a new freeway interchange, increased development to the west, and more recently, the announcement of a new Cleveland Clinic adjacent to the property along the interchange. Due to these development impacts and pressure on the site, the property owner determined it was time to explore options for the land. After discussions to sell the land to various developers proved unsatisfactory, the landowners turned to MKSK to create a plan that would add value, contribute to Mentor, and generate city support. MKSK worked with the property owner to create a Preliminary Development Plan to rezone the property within the City of Mentor to a Planned Mixed-Use Development (PMUD) zoning district. MKSK led the project team in fashioning the development plan and successfully taking it through the Planning Commission and City Council approval processes.

A highlight of the plan is the permanent conservation of the old-growth woodlands. Located on the east side of the property, the landowners strongly desired to preserve a forested area containing historic and rare tree species significant to northeast Ohio. As part of the plan, the property owner engaged the Western Reserve Land Conservancy to preserve this forested area as a publicly-accessible community asset. Working collaboratively with WLRC and the property owner, MKSK included a 69-acre Conservation Area in the Development Plan. The conservation area will include trails and adjacent public parking, serving as one of the largest public and natural spaces in Mentor.

MKSK laid out the remainder of the property in a carefully crafted, walkable community development. The project goal was to create a community connected to, and centered around, the conservation area, while being respectful to existing residential development to the north and west. The Bolton Property is the first property in the City of Mentor to be submitted for rezoning under the newly developed PMUD rezoning requirements. MKSK worked collaboratively with the City to create a vision that aligned with goals established in the PMUD requirements.





MKSK

CREATIVE PLACEMAKING PLAN FOR NORTH POINT AREA ALPHARETTA, GEORGIA

REFERENCE

City of Alpharetta
Kathi Cook
Community Dev. Director
678.297.6073

SIZE OF PROJECT

North Point District

PROJECT TIMELINE

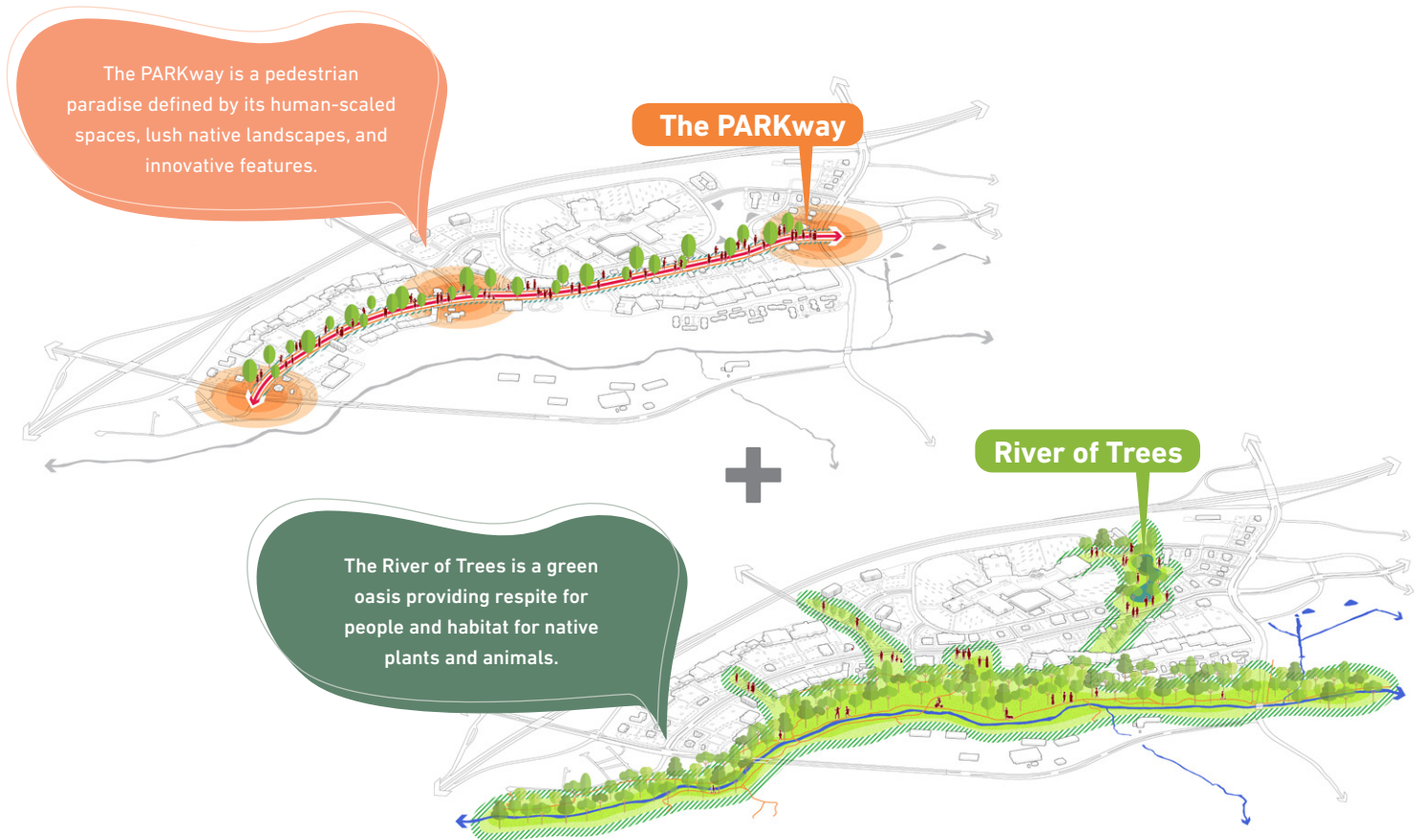
November 2018 - November 2019

CONTRACT AMOUNT

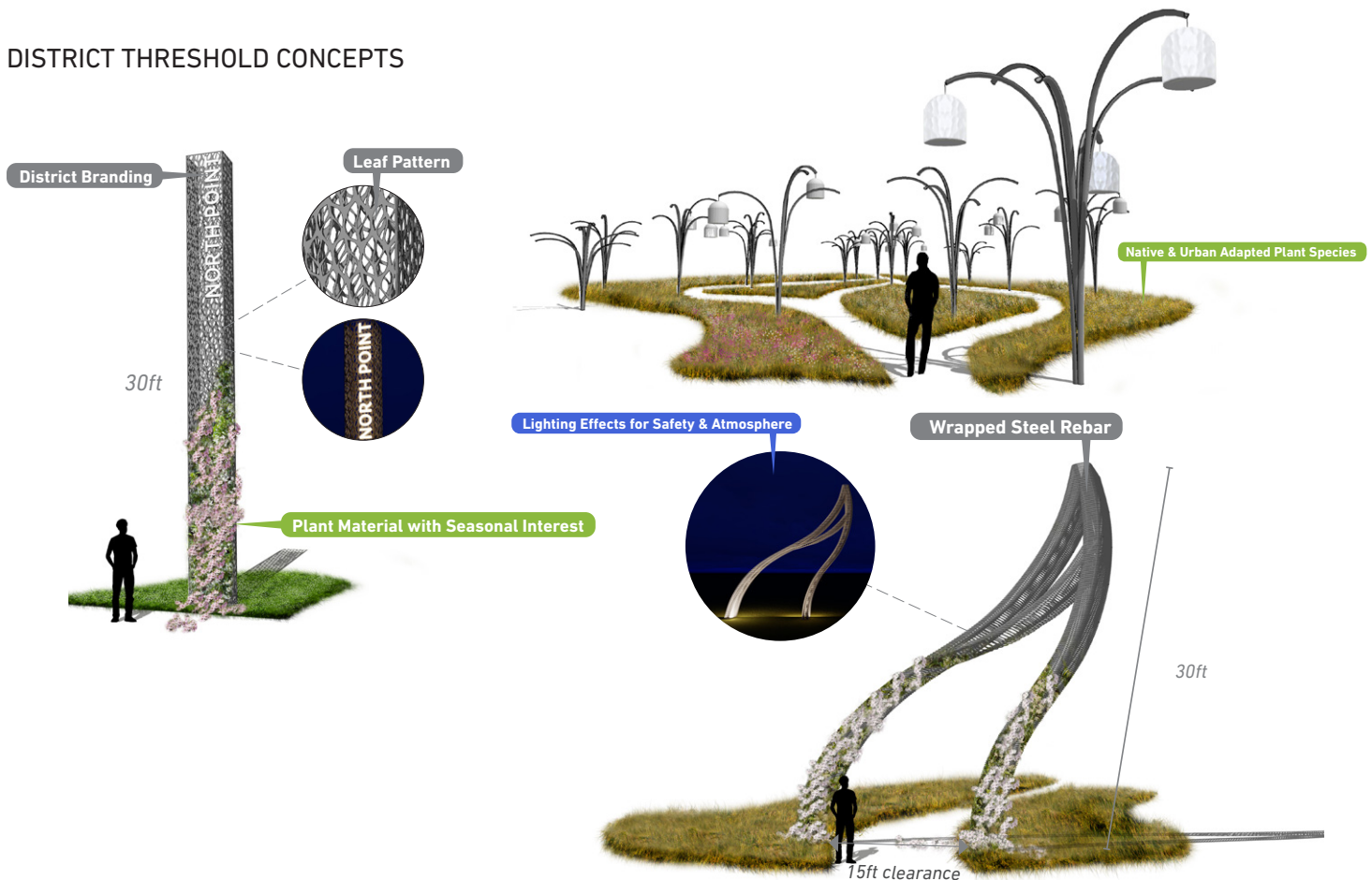
\$93,726

North Point, located in Alpharetta, Georgia is a commercial center at the heart of a growing regional economy with significant opportunities for mixed-use development, recreation, and cultural celebration. With access to transportation options, housing choices, community activity centers, and public spaces, North Point is positioned to become a desired livable community within the Atlanta metro area. Working closely with stakeholders and the community, MKSK is preparing a Creative Placemaking Plan to stimulate investment and improve safety and walkability along the North Point Parkway corridor. The study will articulate streetscape, design guidelines, wayfinding and signage and the integration of smart technology to encourage walkability and safe movement of pedestrians, bicycles and vehicles throughout the North Point area. The plan recommends a diversity of types of creativity and public art to enrich the corridor environment as well as create an interactive destination.

CREATIVE PLACEMAKING PLAN FOR NORTHPOINT AREA, ALPHARETTA, GA



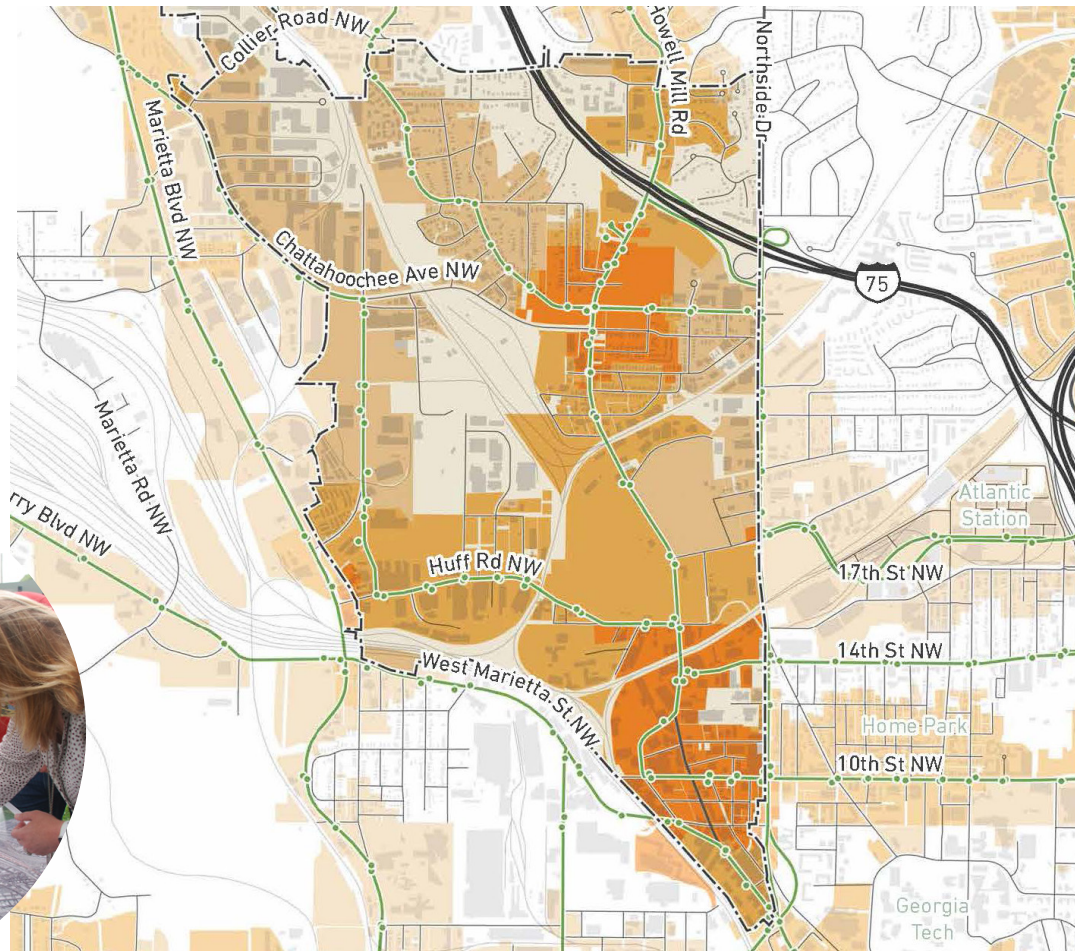
DISTRICT THRESHOLD CONCEPTS



- MARTA Rail Stations
- MARTA Bus Stops
- MARTA Bus Routes
- MARTA Green Line

Transit Trips per Hour (7-9 AM)

- 1-5 Trips per Hour
- 5-10 Trips per Hour
- 10-18 Trips per Hour
- 18-35 Trips per Hour



MKSK

UPPER WESTSIDE CID MASTER PLAN

ATLANTA, GEORGIA

REFERENCE

Upper Westside CID
Elizabeth Hollister
Executive Director
678.827.9990

SIZE OF PROJECT

Upper Westside Community
Improvement District (UWCID)

PROJECT TIMELINE

February 2020 - Ongoing

CONTRACT AMOUNT

\$265,000

MKSK is leading a multidisciplinary team of Planners, Urban Designers, Landscape Architects, Economic Advisors, and Traffic Consultants to prepare the inaugural Master Plan for the Upper Westside Community Improvement District. This comprehensive and critical assessment will be driven by a strong, aspirational, and shared vision and will include a clear roadmap to guide decision-making and investment. The ten-month innovative planning process embraces an approach to community engagement that is both sustained and inclusive. Key questions that will be addressed through this study include:

- What are the unique strengths of the Upper Westside and how do we leverage those strengths to ensure the long-term vibrancy of the district?
- How do we provide safe and legible connectivity from the Upper Westside to surrounding neighborhoods, campuses, and destinations, such as the Westside Park or the Georgia Tech campus?
- What are the opportunities to create or repurpose green assets within the district, such as the Waterworks Greenspace?
- How do we grow and maintain connections to the transit and transportation networks which connect the Upper Westside to the larger metropolitan market?
- In the midst of explosive growth, how do we create and maintain a livable urban environment: green, walkable, safe, and beautiful?
- How can the Upper Westside be a model for inclusive growth and equitable development?



MKSK

CHATTANOOGA RIVERFRONT DISTRICT MASTER PLAN CHATTANOOGA, TENNESSEE

REFERENCE

River City Company
Jim Williamson
Vice President of Planning &
Development
423.265.3700

SIZE OF PROJECT

129 acres

PROJECT TIMELINE

December 2019 - Ongoing

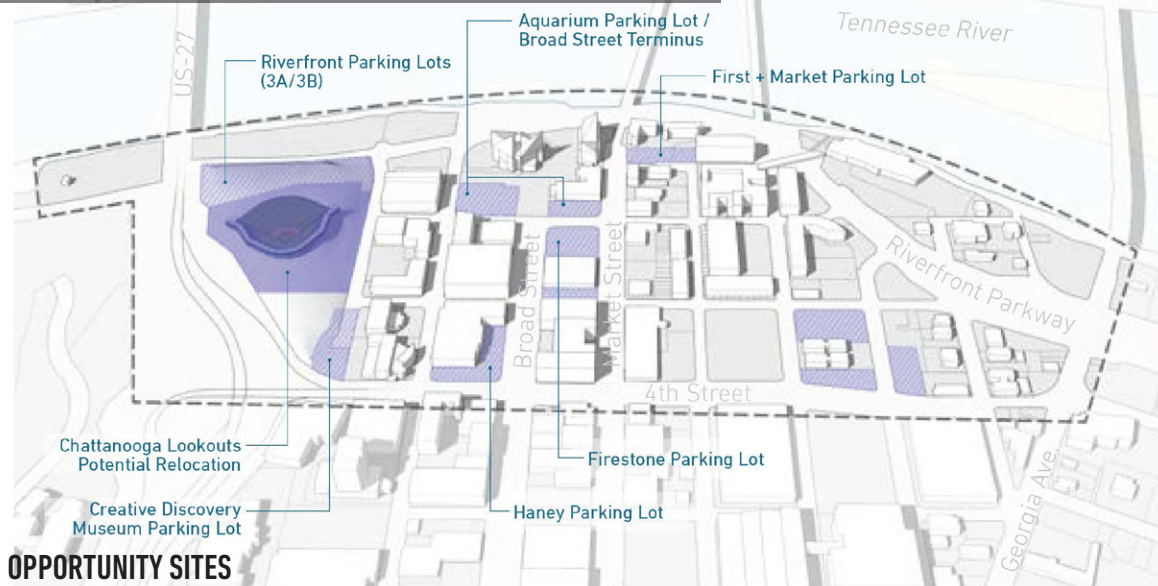
CONTRACT AMOUNT

\$503,800

MKSK is leading a multidisciplinary team to conduct a comprehensive master planning and programming study of the Riverfront District. The study includes a robust stakeholder/public engagement process to solicit community input to help define the vision for the district. Recommendations will include urban design, physical planning and improvements, economic development and strategies for branding, marketing, placemaking and programming. The planning study will be conducted over a 9-month period. Key objectives include:

- Developing a roadmap to reenergize the Riverfront District as a civic and cultural center for all Chattanoogaans
- Identifying catalytic opportunities for high quality and equitable development and uses that will enhance the vitality, accessibility, and civic appeal of the area
- Design for a quality public realm that relates to the human scale experience
- Integration of civic art and placemaking design into the public realm that responds to the district's unique history and character
- District brand development, public space activation and programming
- Urban design and sustainable development that will meet the needs of both the community and tourism, now and into the future
- An implementation strategy and prioritized improvements that is open to adaptability to change in use over time

CHATTANOOGA RIVERFRONT DISTRICT MASTER PLAN, CHATTANOOGA, TN





DR. MELLICHAMP DRIVE IMPROVEMENTS

BLUFFTON, SOUTH CAROLINA

REFERENCE

Town of Bluffton
Pat Rooney
843.706.4521
prooney@townofbluffton.com

SIZE OF PROJECT

n/a

PROJECT TIMELINE

2016 - 2018

CONTRACT AMOUNT

\$163,400

Thomas & Hutton has provided civil engineering design, permitting, bidding assistance and construction services for the Dr. Mellichamp Drive Improvements. Services include design of new parking and streetscape improvements for Dr. Mellichamp Drive and portions of the parking area adjacent to MC Riley ball fields.



HIGHWAY 46/MAY RIVER ROAD IMPROVEMENTS

BLUFFTON, SOUTH CAROLINA

REFERENCE

Town of Bluffton
Pat Rooney
843.706.4521
prooney@townofbluffton.com

SIZE OF PROJECT

n/a

PROJECT TIMELINE

2013 - Ongoing

CONTRACT AMOUNT

\$165,000

Thomas & Hutton completed Phase II of the May River Road improvements of approximately 1,350 linear feet of roadway and sidewalk improvements from Pin Oak Street to Whispering Pines Road, as well as approximately 1,700 linear feet of a stand-alone 5-foot wide sidewalk along the north side of May River Road from Whispering Pines Road to Buck Island Road.

The roadway design consisted of a variable depth overlay to create longitudinal slope (adding a 9-foot section of asphalt for parallel parking), curb and gutter, 5-foot sidewalk paralleling the existing roadway, conversion of an existing ditch to an enclosed pipe system, and the creation of bio-retention area to address water quality on the project.

The design included roadway and sidewalk improvements, stormwater design, and utility coordination with dry utility companies, including Hargray Communications, South Carolina Electric and Gas, and Palmetto Electric Cooperative. The design also included wet utility coordination with Beaufort-Jasper Water and Sewer Authority. This roadway was funded by the Town of Bluffton; however, since the roadway is an SCDOT road, the design adhered to SCDOT standards.

This roadway and sidewalk design provides the Town of Bluffton with the potential for redevelopment in the area that is more consistent with a traditional downtown that provides safe and efficient transportation for vehicles, as well as pedestrians and cyclists.



PALMETTO BLUFF

BLUFFTON, SOUTH CAROLINA

REFERENCE

Palmetto Bluff
Dallas Wood
843.706.6468
dwood@palmettobluff.com

SIZE OF PROJECT

n/a

PROJECT TIMELINE

2000 - Ongoing

CONTRACT AMOUNT

+\$10,000,000

Thomas & Hutton provided engineering design services for a 22,000-acre tract of land in Bluffton, South Carolina. Destined to be known as a “place” and not a project, Palmetto Bluff focuses on preserving the natural beauty, vastness, and richness of its sea island landscape. The residential community and natural preserve is situated on one of the few remaining tracts of pristine land along the East Coast. The upscale community features The Village, a commercial riverfront area, an inn and spa resort area, and extensive forest preserves and miles of wooded trails. In addition to the residential lots, Palmetto Bluff boasts an 18-hole Jack Nicklaus signature golf course.

Thomas & Hutton has been working on the Palmetto Bluff property for more than 10 years. Phase I includes 732 units on 3,458 acres; the Uplands Tract includes 150 units on 1,830 acres; and Phase II includes 2,035 units on 7,339 acres.

Thomas & Hutton’s responsibilities include water system design, wastewater system design, stormwater drainage system design, road design, and marine design. Thomas & Hutton also designed various marine facilities including floating docks, marina, and dry-stack storage facilities.



BOUNDARY STREET REDEVELOPMENT

BEAUFORT, SOUTH CAROLINA

REFERENCE

City of Beaufort
Neal Pugliese
843.470.3512

SIZE OF PROJECT

n/a

PROJECT TIMELINE

2013 - 2017

CONTRACT AMOUNT

n/a

Boundary Street is the historic roadway to the City of Beaufort. Through the years, the streetscape has been degraded due to the development of strip shopping centers and drive-thru establishments. In 2004, The City established a redevelopment plan and district for the area to be implemented as redevelopment occurred.

Thomas & Hutton worked with the City and other stakeholders to improve the transportation facility for all users. The City implemented form-based code to assist in beginning with the redevelopment of the corridor. Objectives of the design included traffic calming through the use of narrow travel lanes, a center landscaped median with turn lanes, and pedestrian-friendly sidewalks, parks, and boardwalks. The plan, development by Thomas & Hutton, was required because previous planning and design exercises did not meet City requirements and were not economically feasible.

Thomas & Hutton worked with Beaufort County and the City of Beaufort to implement the improvements on a fast-track schedule utilizing funds from a federal TIGER grant the City received in January 2012. This grant required the work to follow federal aid guidelines for preconstruction activities. The work was coordinated through SCDOT.



Kimley»Horn

REFERENCE

City of Charleston
Resilience & Emergency
Management
843.742.3765
wilbertm@charleston-sc.gov

SIZE OF PROJECT

City-wide

PROJECT TIMELINE

2019 - Ongoing

CONTRACT AMOUNT

\$38,780

CHARLESTON THREATS & VULNERABILITY ASSESSMENT

CHARLESTON, SOUTH CAROLINA

Kimley-Horn is working with NEMAC+FernLeaf and the City of Charleston to develop a threats and vulnerability study for the City of Charleston. The study will identify known and unknown hazards for the City and develop measures to adapt to these hazards and mitigate adverse impacts. The project will focus on identifying vulnerable assets to rainfall event flooding, storm surge flooding, and significant weather event flooding. This project includes agency workshops with partner municipalities, agencies, and advocacy groups. The project will ultimately form the foundation for influencing the capital improvement program for the City's new stormwater division.



Kimley»Horn

GREER COMMUNITY MASTER PLAN - MARKET FORECAST

GREER, SOUTH CAROLINA

REFERENCE

City of Greer
Ed Driggers
864.416.0125
edriggers@cityofgreer.org

SIZE OF PROJECT

City-wide

PROJECT TIMELINE

2013 - 2015

CONTRACT AMOUNT

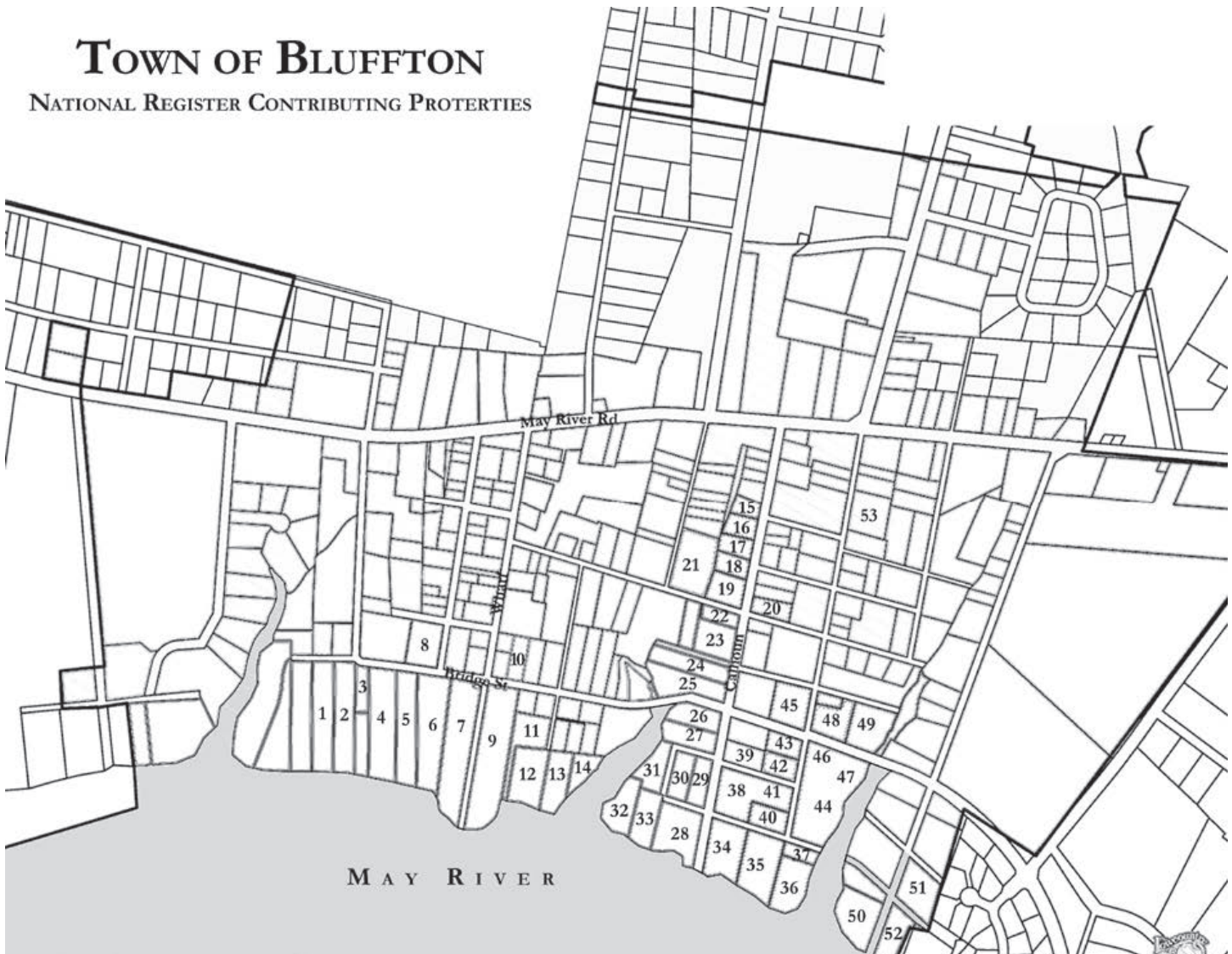
\$350,000

The Partnership for Tomorrow, a community initiative for the future of Greer, commissioned Kimley-Horn to develop a master plan that best positions the community to achieve success against a set of goals and metrics that are clear, relatable, and important to City leaders and residents. A multi-level visioning phase, including a market analysis and economic development strategy, was used to yield performance measures and guide the development and evaluation of alternative growth scenarios.

The market analysis and economic development strategy documented existing conditions from a real estate perspective and forecasted supportable residential units, as well as retail, office, and industrial acreage demand through the horizon year of the plan. As part of the project, interviews with key stakeholders were conducted, including County staff and local real estate and development professionals. Demographic and employment trends were analyzed, as well as real estate market trends and area development activity. Ultimately, the findings of the market analysis were used in the creation of future growth scenarios, guiding land uses by attractiveness for competitive locations.

TOWN OF BLUFFTON

NATIONAL REGISTER CONTRIBUTING PROPERTIES



Sottile & Sottile
CIVIC ARCHITECTURE

REFERENCE

Town of Bluffton
Marc Orlando
Planning Director
843.706.4510

SIZE OF PROJECT

1 sq mile

PROJECT TIMELINE

2002

CONTRACT AMOUNT

n/a

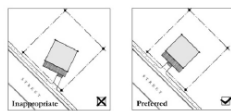
PRESERVATION MANUAL

BLUFFTON, SOUTH CAROLINA

Comprehensive urban and architectural guidelines for new development within Bluffton's National Register Historic District. A series of open-house public workshops and close coordination with town staff and the Bluffton Historic Preservation Commission guided the development process. The Preservation Manual includes guidelines for building placement, massing, scale, height, parking, architectural materials, configurations, and details.

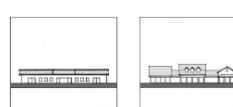
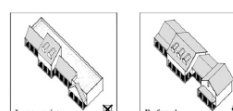
Village Guidelines 4.1 VILLAGE PRINCIPLES

4.1.1 PLACEMENT & ORIENTATION



Village Guidelines 4.1 VILLAGE PRINCIPLES

4.1.2 MASSING



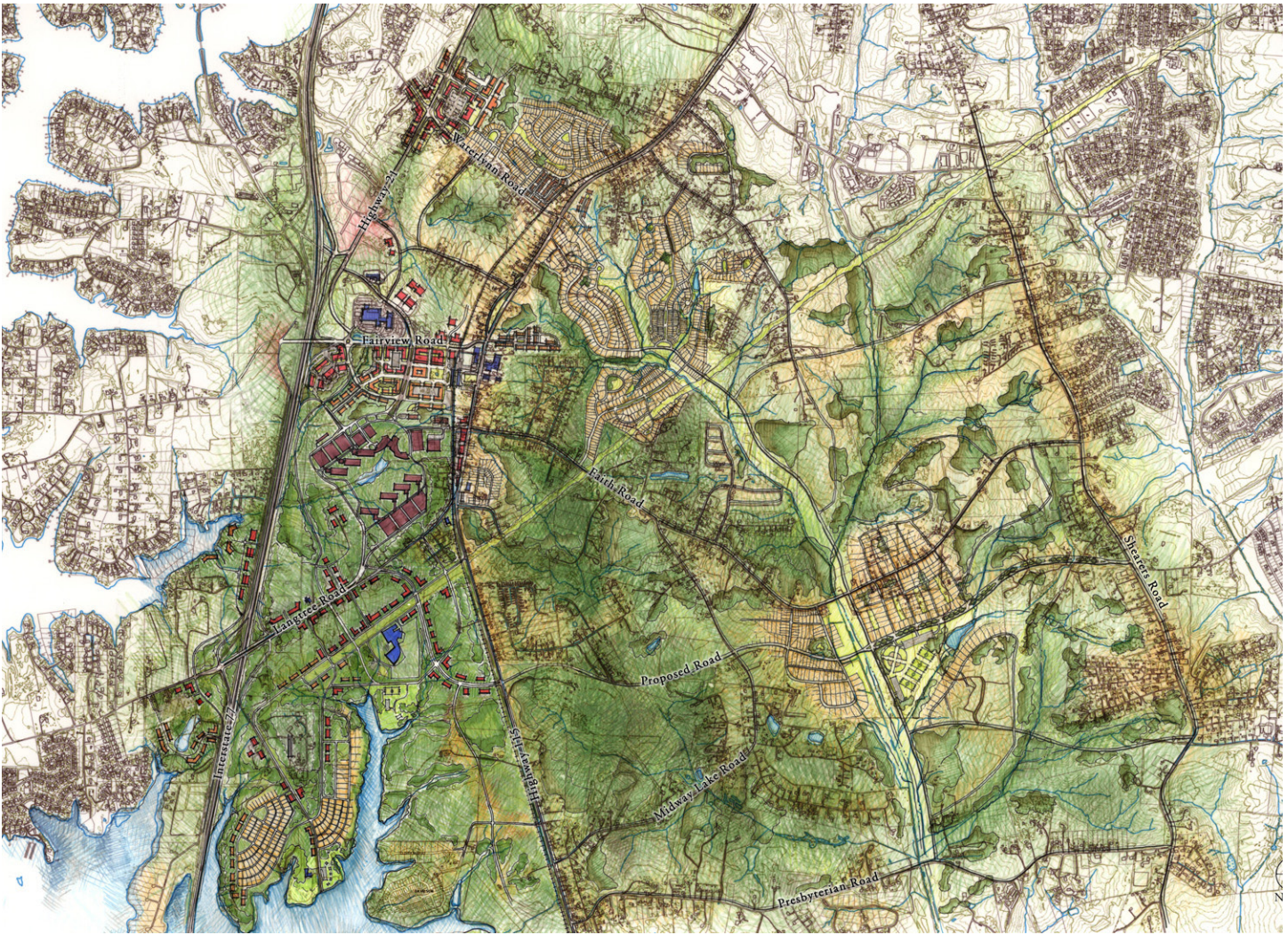
Architectural Guidelines 5.3 BUILDING ELEMENTS

- It is strongly discouraged to have:
 - Multiple, irregular and other roof penetrations visible from street or other locations due to differences in roofline or to overlapping materials.
 - Roof penetrations for various elements, including roof or copper or painted to match the color of the roof.
 - Gables, roof dormers, roof eaves, and other significant roof elements are generally discouraged unless in a historic architectural style or as an appropriate scale and material and are in relationship to adjacent structures.
 - Elements are encouraged and elements are avoided & better than others.

The following items are recommended for preservation:

- Copper, iron, and painted shingles are preferred although gable roof and gabled dormers are not.
- It is preferred that gables be half-width to profile and match the roof color.
- Dormers are preferred over gables.
- Roof flashing should be the same color as the roof and gable and.
- Rain dividers and other accessories should match the roof color.





Sottile & Sottile
CIVIC ARCHITECTURE

MOUNT MOURNE & SOUTH IREDELL MASTER PLAN

MOUNT MOURNE & SOUTH IREDELL, NORTH CAROLINA

REFERENCE

Town of Mooresville
Tim Brown
Planning Director
704.799.8019

SIZE OF PROJECT

9,000 acres

PROJECT TIMELINE

2004 - 2006

CONTRACT AMOUNT

n/a

Regional analysis, land use planning, historic resource analysis, and conceptual architectural design for a mostly rural area projected to grow by 10,000 new residents by the year 2025. Three Public Design Workshops were held with an interdisciplinary team of architects, urban designers, transportation engineers and economic consultants where the team met with citizens, business representatives and officials to determine a land use plan that balances growth and conservation.



Sottile & Sottile
CIVIC ARCHITECTURE

CIVIC MASTER PLAN

EAST RIVERFRONT, SAVANNAH, GEORGIA

REFERENCE

City of Savannah
Thomas Thompson
Executive Director, MPC
912.651.1446

SIZE OF PROJECT

54 acres

PROJECT TIMELINE

2004 - 2006

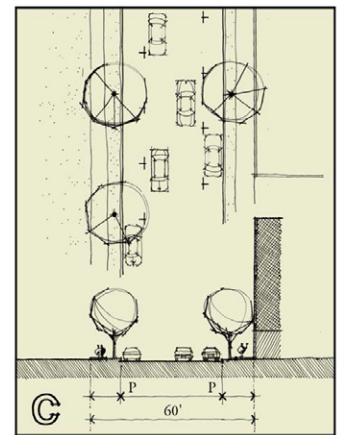
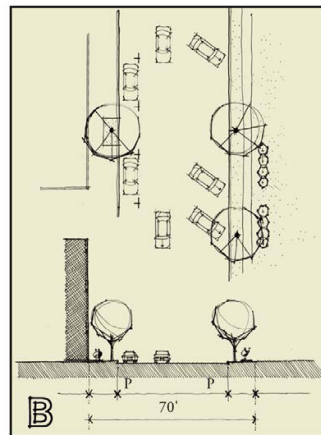
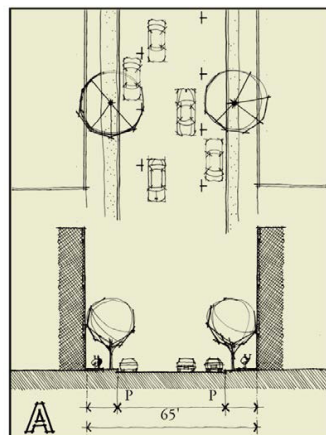
CONTRACT AMOUNT

n/a

AWARDS

Historic Savannah 2008
Preservation Award
Congress for the New Urbanism
2009 Charter Award American
Institute of Architects
2010 National Award

Master Plan for extending streets and public squares immediately east of Savannah's Landmark Historic District. The block pattern is the most important defining element establishing connections to existing streets, parks, and the riverfront. New streets are designed with compact dimensions, on-street parking, sidewalks, and street trees. Height limits are established within each block and buildings are required along certain frontages including a minimum number of entrances, and standards for massing, scale and materials.




Sottile & Sottile
 CIVIC ARCHITECTURE
REFERENCE

ALP Oglethorpe, LLC
 Wes Taubel
 Development Director
 912.644.5649

SIZE OF PROJECT

54 acres

PROJECT TIMELINE

2006 - 2007

CONTRACT AMOUNT

n/a

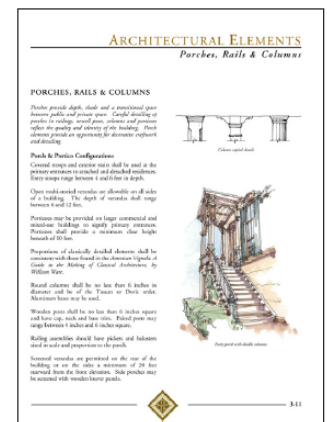
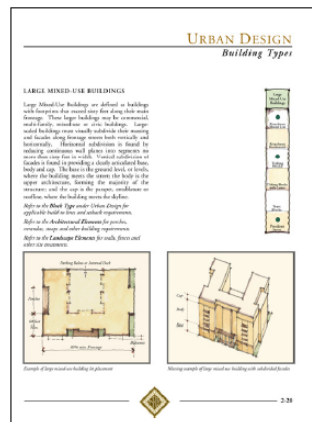
AWARDS

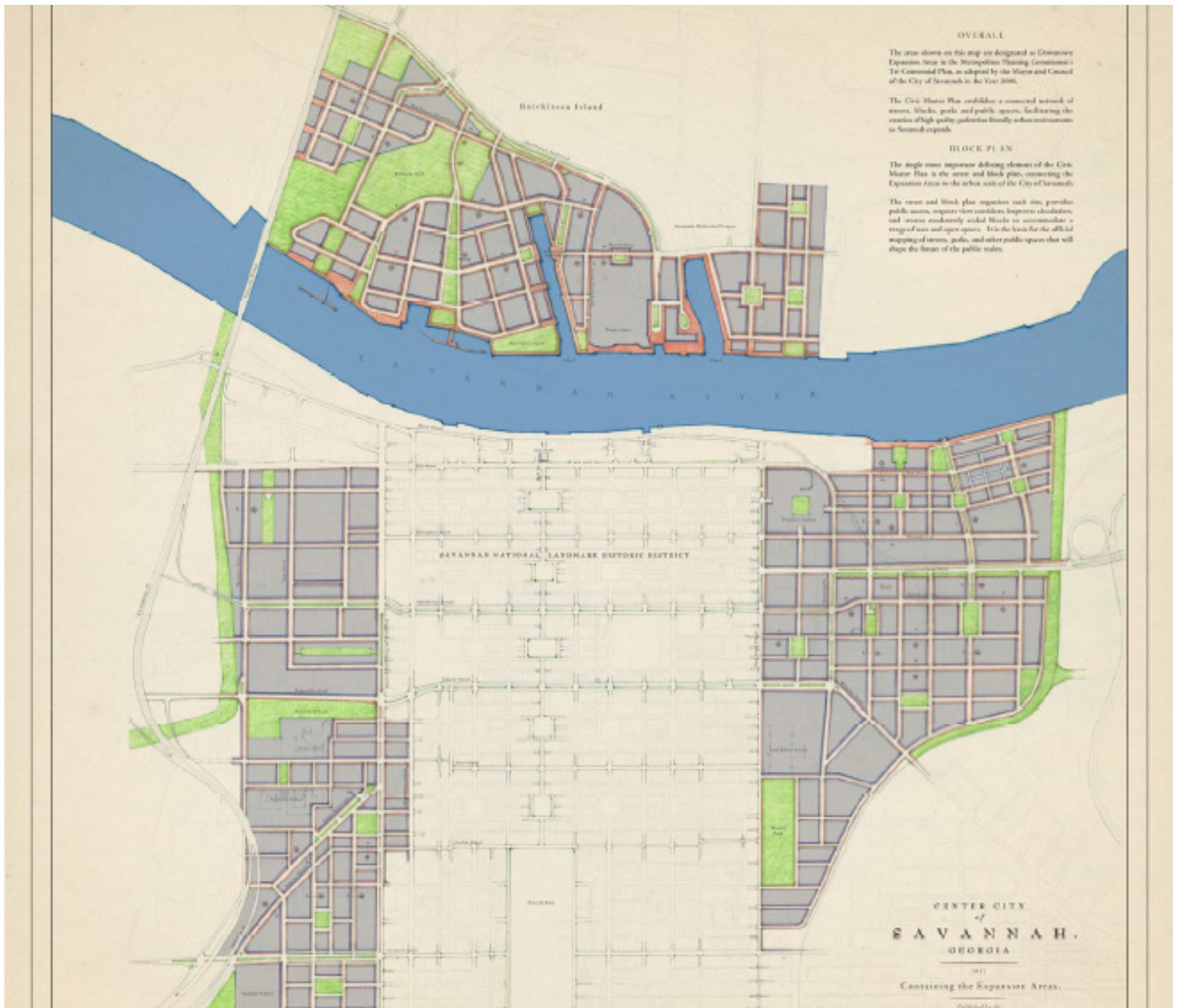
Historic Savannah Foundation 2008
 Preservation Award
 Congress for the New Urbanism
 2009 Charter Award
 American Institute of Architects
 2010 National Honor Award

DESIGN GUIDELINES & URBAN PRINCIPLES

EAST RIVERFRONT, SAVANNAH, GEORGIA

Manual to establish development patterns adjacent to Savannah's Landmark Historic District in this new mixed-use neighborhood, planned as an extension of Savannah's City Center. Buildings and public spaces are evaluated in terms of Urban Design, Architectural, Landscape and Streetscape Standards. Historic and contemporary examples of architectural fabric are included as precedents. The document governs new design to ensure high quality urban and architectural standards compatible with Savannah's architectural traditions.





Sottile & Sottile
CIVIC ARCHITECTURE

DOWNTOWN EXPANSION CIVIC MASTER PLAN

SAVANNAH, GEORGIA

REFERENCE

City of Savannah
Thomas Thompson
Executive Director, MPC
912.651.1446

SIZE OF PROJECT

54 acres

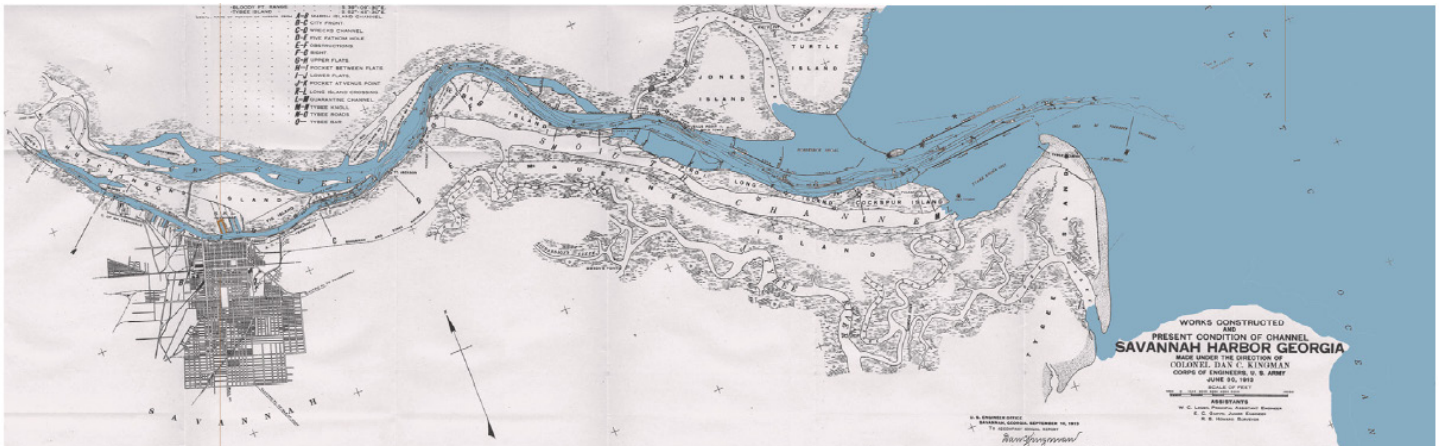
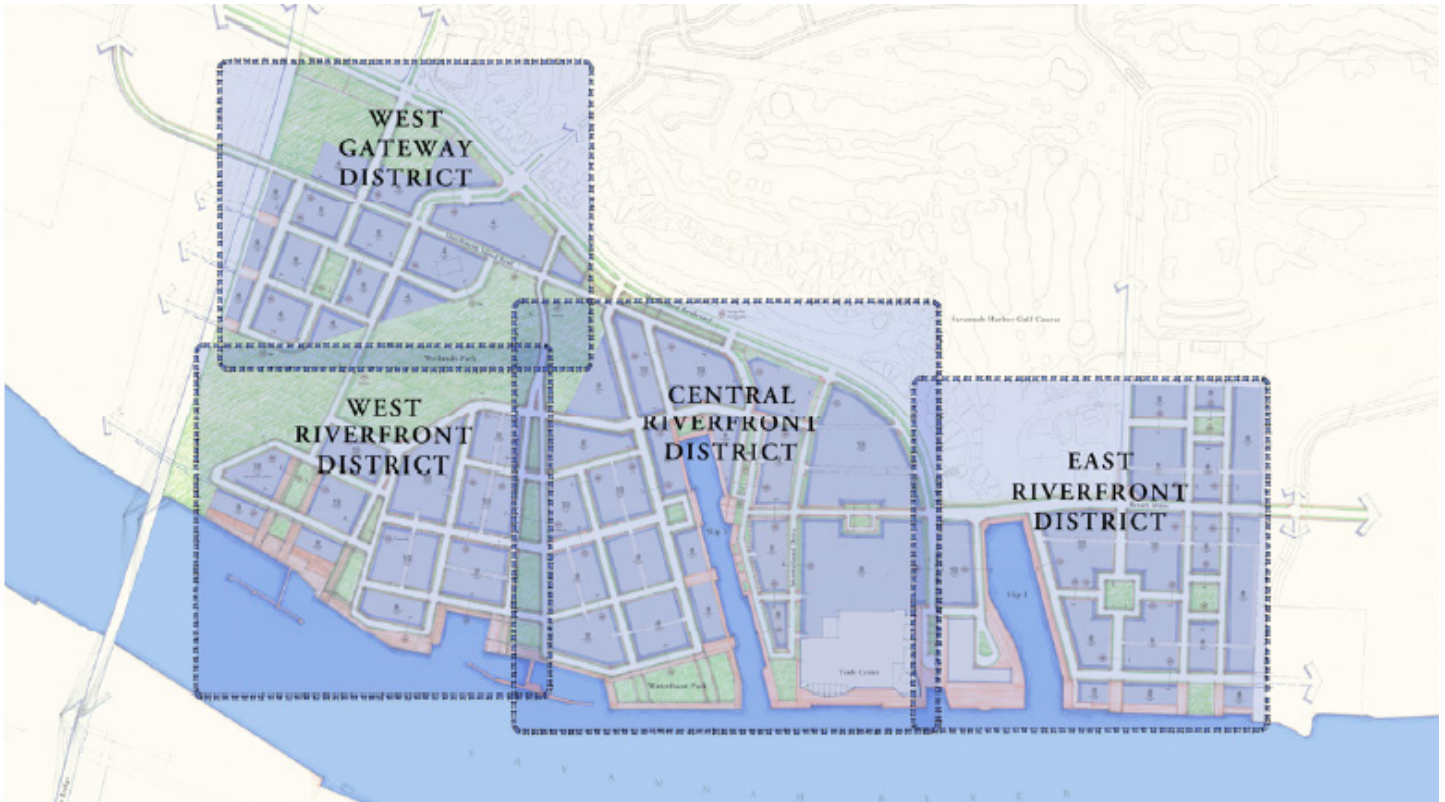
PROJECT TIMELINE

2011

CONTRACT AMOUNT

n/a

The Savannah Downtown Expansion plan illustrates the extension of the City's public realm into the "Downtown Expansion Areas" identified in the Metropolitan Planning Commission's Tri-Centennial Plan. The map provides a framework for developing new complete streets along with a regular interval of public spaces as development is proposed in areas adjacent to the city center. The plan was developed in parallel with the DX provisions in the city's Unified Zoning Ordinance, serving as an attachment to that document to establish the city's intent for long term connections and a walkable public realm as the city grows from its center.


Sottile & Sottile
 CIVIC ARCHITECTURE

CIVIC MASTER PLAN

HUTCHINSON ISLAND RIVERFRONT, SAVANNAH, GEORGIA

REFERENCE

City of Savannah
 Thomas Thompson
 Executive Director, MPC
 912.651.1446

SIZE OF PROJECT

200 acres

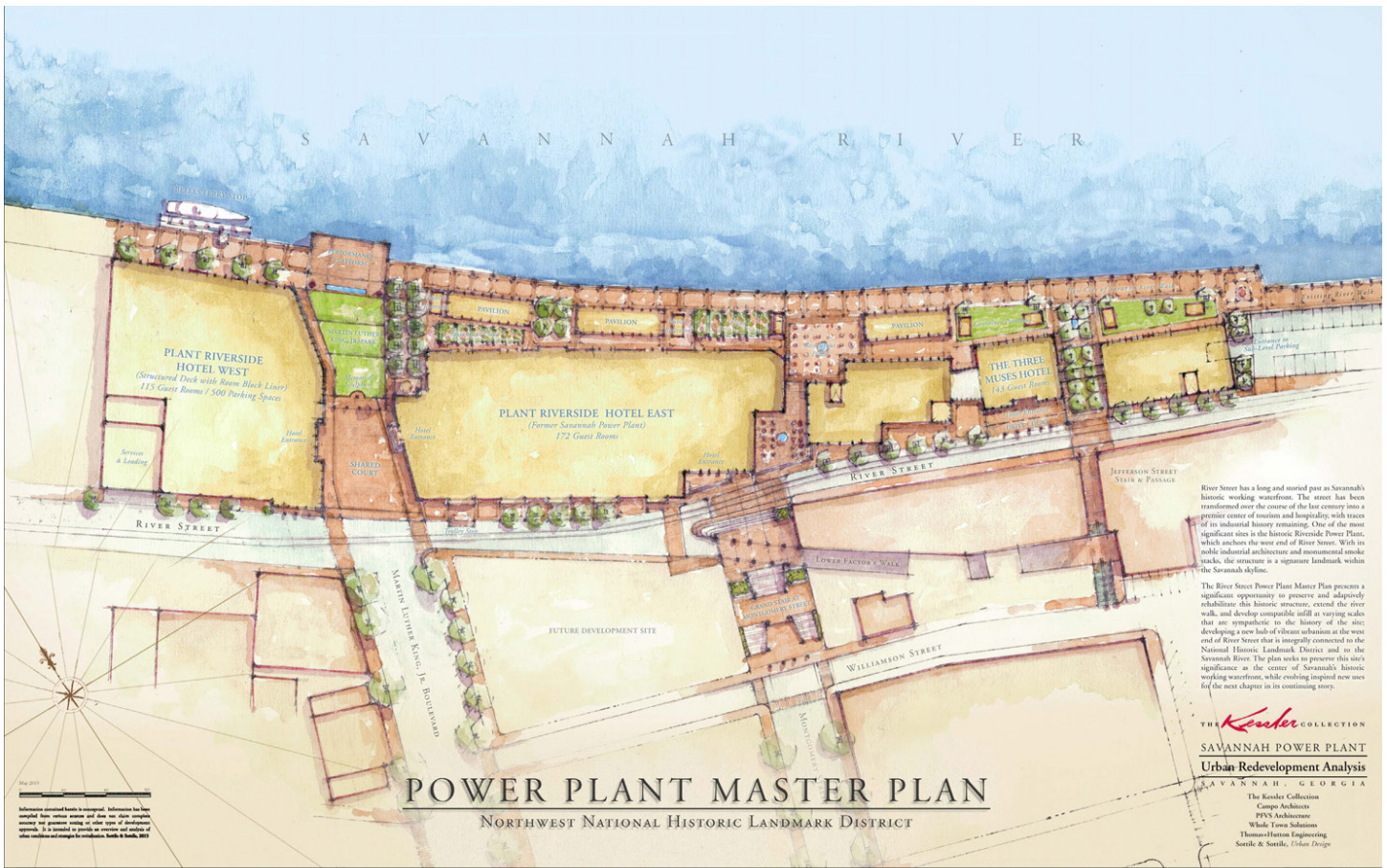
PROJECT TIMELINE

2007 - 2008

CONTRACT AMOUNT

n/a

Master Plan for developing a series of mixed-use neighborhoods directly across the river from Savannah's National Historic Landmark District and River Street. A comprehensive design process involved numerous stakeholders each with different development goals and timelines. The plan extends the Riverwalk along the river and slip frontages and is accessible by water ferry. Walkable streets are aligned to develop cross-island connections. Blocks and building heights are scaled to maximize views and accommodate a variety of mixed-use development, a large riverfront park, a series of esplanades oriented to the Savannah skyline, and multiple ferry landings.



Sottile & Sottile
CIVIC ARCHITECTURE

REFERENCE

The Kessler Collection
Richard Kessler
CEO
407.996.999

SIZE OF PROJECT

4 acres

PROJECT TIMELINE

2014 - Present

CONTRACT AMOUNT

n/a

PLANT RIVERSIDE STREETScape & RIVERWALK

SAVANNAH, GEORGIA

The Riverside Power Plant Redevelopment is a 4-acre urban redevelopment on the west riverfront of Savannah, Georgia's National Landmark Historic District. The historic riverside power plant is the centerpiece of the redevelopment, which includes multiple new buildings, the restored power plant, 1.5 acres of new plazas and public spaces, approximately 1,200 linear feet of new river walk, and four city blocks of new pedestrian scaled streetscape.





Sottile & Sottile
CIVIC ARCHITECTURE

REFERENCE

Independent Presbyterian Church
Josh Espinosa
Dir. of Administration
912.421.8111

SIZE OF PROJECT

11,500 sq ft

PROJECT TIMELINE

2014 - 2016

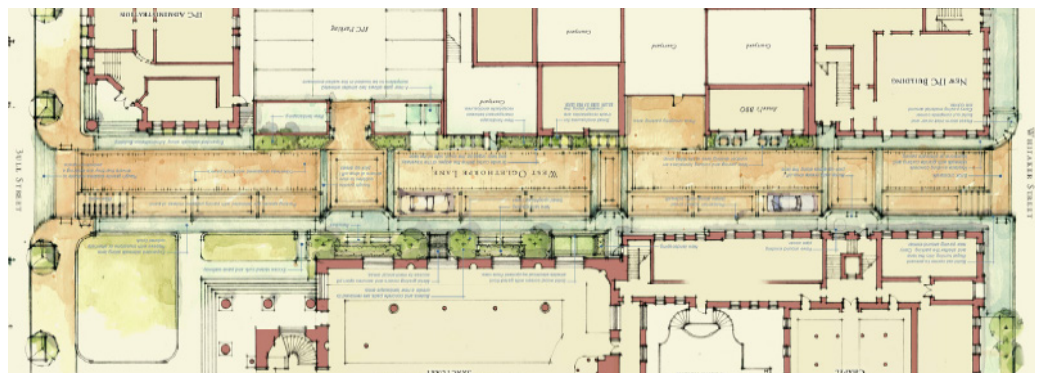
CONTRACT AMOUNT

n/a

WEST OGLETHORPE LANE STREETScape

SAVANNAH HISTORIC DISTRICT, SAVANNAH, GEORGIA

The West Oglethorpe Lane Streetscape Improvements create a vibrant new public space to connect the entire Independent Presbyterian Church campus. The existing configuration was challenging and potentially hazardous to pedestrians. Improvements to drop off and circulation were included through the design of three pedestrian nodes. Masonry and granite paving improvements, landscape, lighting, bike bollards, and benches allow the lane to become a central element of the entire campus. Design elements emphasize safety for pedestrians and vehicles, and movement between the various campus buildings.





Sottile & Sottile
CIVIC ARCHITECTURE

CAY BUILDING CIVIC DESIGN ELEMENTS

SAVANNAH, GEORGIA

REFERENCE

John Cay, III
843.577.5015

SIZE OF PROJECT

72,000 sq ft

PROJECT TIMELINE

2010 - 2012

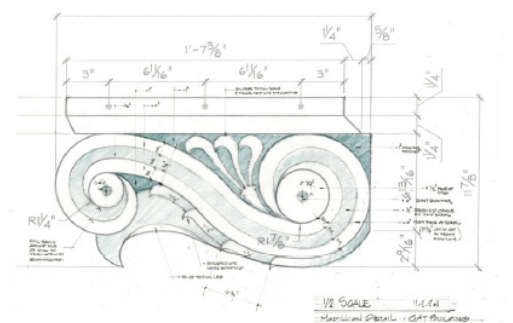
CONTRACT AMOUNT

n/a

AWARDS

Historic Savannah Foundation
2013 Preservation Award
The Classicist 2017 Institute for
Classical Architecture & Art
Professional Portfolio The
American South

The Cay Building is a new six-storied mixed-use building in the heart of Savannah's National Historic Landmark District. The upper levels are the home of the U.S. Attorneys offices while the street level is activated by retail and dining uses. The design of the building's facades are the result of a detailed study of the proportions and details of Savannah's best landmark buildings and the application of fundamental classical systems of ordering and composition, in order to give it a sense of refinement appropriate to its prominent site on a trust lot within one of the oldest wards of the Oglethorpe Plan area.



THE CAY BUILDING
Ellis Square
SAVANNAH, GEORGIA

Design: Sottile & Sottile



Sottile & Sottile
CIVIC ARCHITECTURE

ELLIS SQUARE URBAN ANALYSIS

SAVANNAH, GEORGIA

REFERENCE

City of Savannah
Chris Morrill
City Manager
540.853.2999

SIZE OF PROJECT

13 acres

PROJECT TIMELINE

2002 - 2005

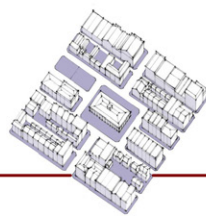
CONTRACT AMOUNT

n/a

AWARDS

Congress for the New Urbanism
2013 Charter Award

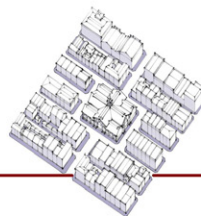
Analysis of structural changes in one of Savannah's oldest wards, including a city-wide process to envision its future. Services included historic research, evolutionary plans, and three-dimensional reconstructions of the ward at four points in history. The impact of various market structures on the ward was analyzed, along with a current parking garage, and future design opportunities with its removal. A series of community-wide workshops were held to develop visions for the square's future. The restored square today has become a premier destination in Savannah's city center.



c.1850



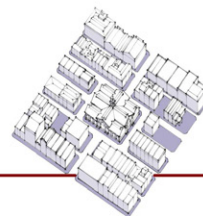
Growth and Expansion



c.1900



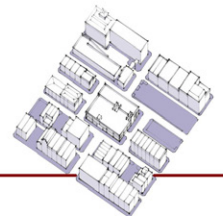
Compaction of the Core



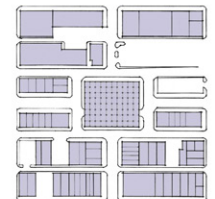
c.1950



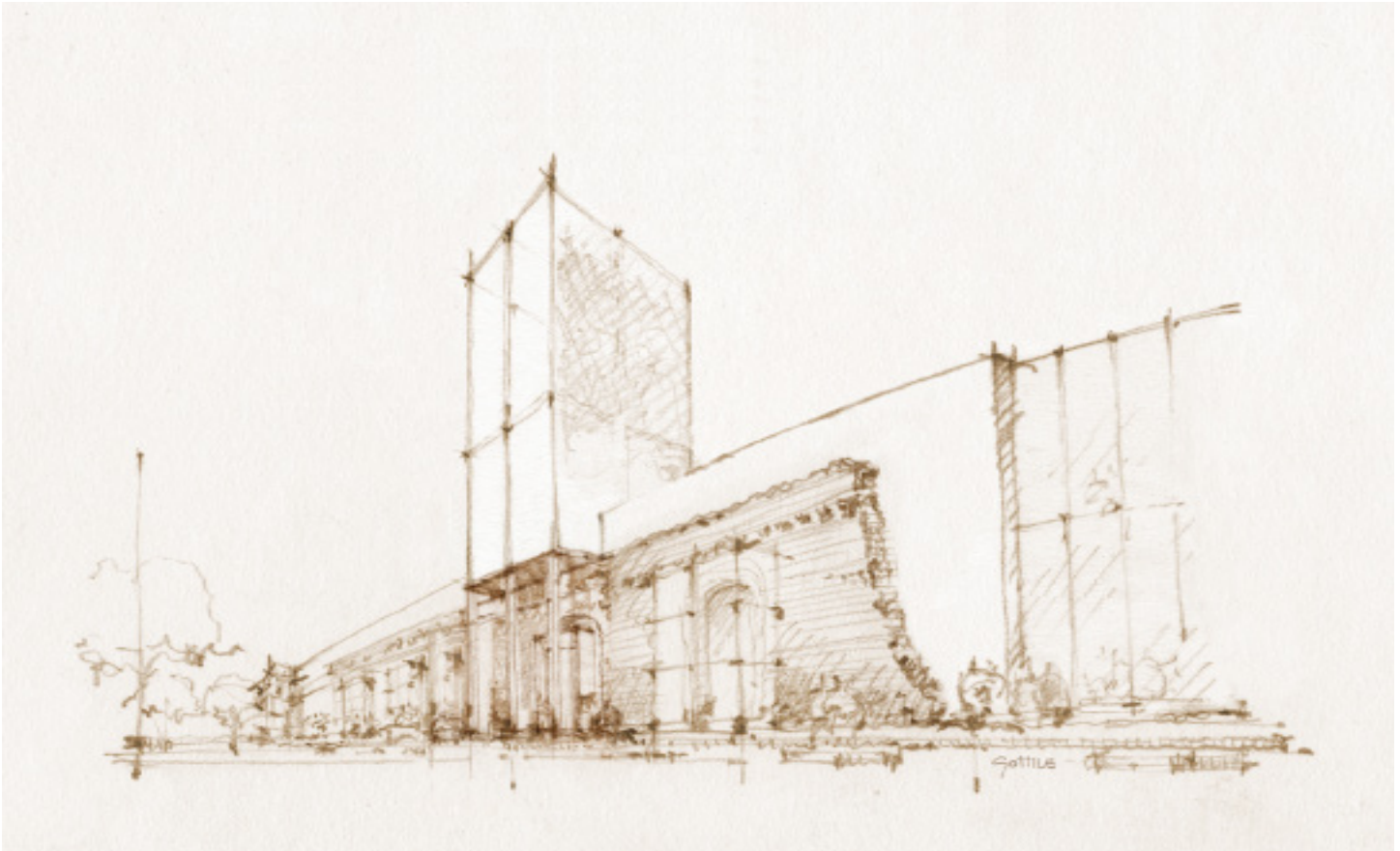
Transformation on the Perimeter



c.2000



Loss of the Core to Service Use



Sottile & Sottile
CIVIC ARCHITECTURE

SCAD MUSEUM OF ART

SAVANNAH, GEORGIA

REFERENCE

Savannah College of Art & Design
Martin Smith
SCAD Director of Design & New
Construction
912.525.5000

SIZE OF PROJECT

13 acres

PROJECT TIMELINE

2008 - 2011

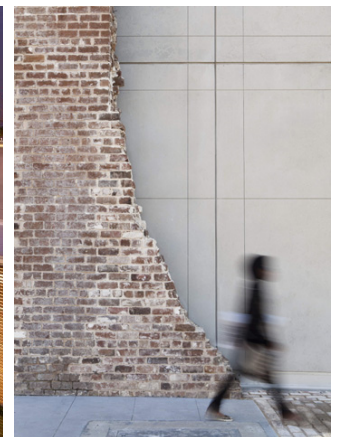
CONTRACT AMOUNT

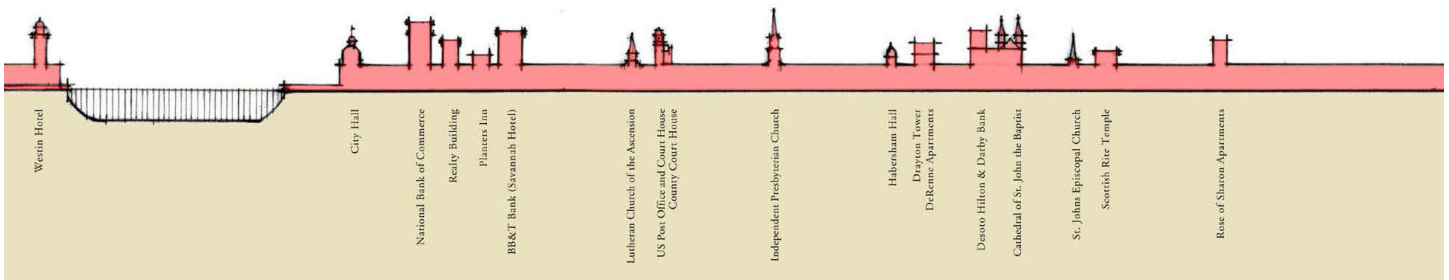
n/a

AWARDS

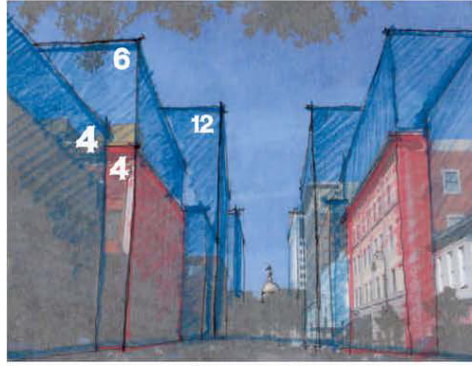
National AIA 2014 Honor Award
National Trust 2014 Preservation
Award
Congress for the New Urbanism
2012 International Charter Award
Historic Savannah Foundation
2012 Preservation Award
IIDA Georgia 2012
Best of the Best Award

A new 82,000 square foot art and design museum, located in a former industrial district within the west boundary of Savannah, Georgia, USA. The site includes a former railroad administrative building constructed in 1856, as well as the ruins of the perimeter walls of the historic north up-freight warehouses, originally constructed in 1853, which surround the footprint of the museum expansion. The purpose of the project was to provide expanded space for an international university to display its collections along with traveling exhibits and installations while strengthening and reinforcing the urban form of the city and setting a precedent for re-building the public realm of Savannah's west boundary.

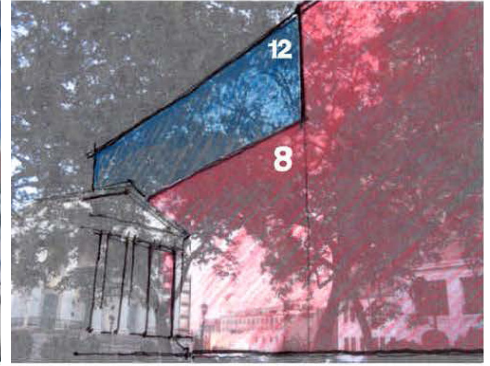




*Johnson Square Skyline
Approaching from the Bridge*



*Bull Street at Broughton
looking North into Johnson Square*



*Congress Street looking East
from Johnson Square*

Sottile & Sottile
CIVIC ARCHITECTURE

HEIGHT DEVELOPMENT MAP

SAVANNAH, GEORGIA

REFERENCE

City of Savannah
Chris Morrill
Assistant City Manager
912.651.6420

SIZE OF PROJECT

2.2 sq miles

PROJECT TIMELINE

2002 - 2003

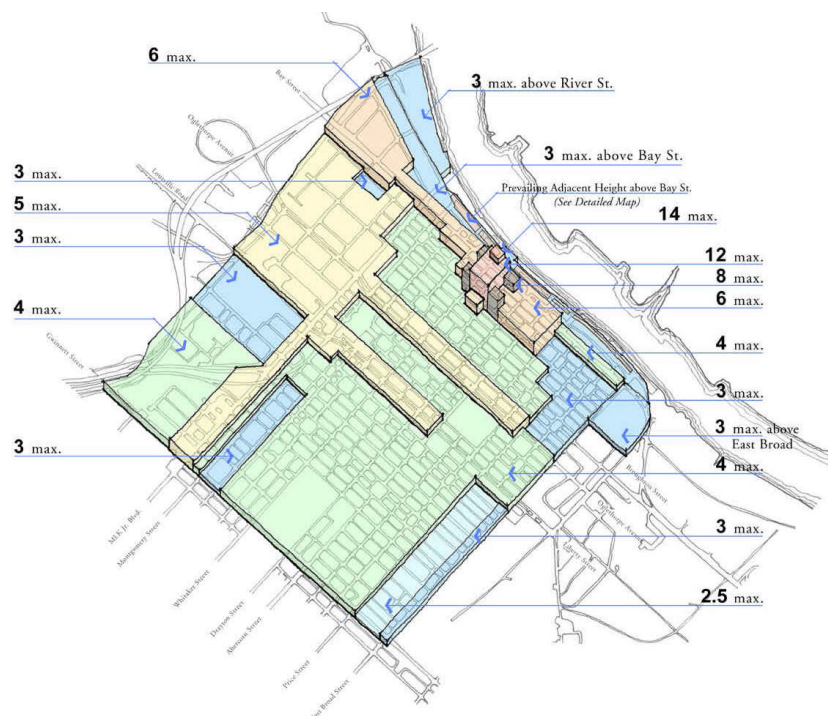
CONTRACT AMOUNT

n/a

AWARDS

2003 Recognition for Excellence

Research, analysis and public process for revised building height standards in the City of Savannah's National Landmark Historic District. Process included identifying potential height map revisions, coordinating with a committee of local professionals on recommendations, creating supportive graphic materials to facilitate a public process, and soliciting input and consensus for the revised Height Development Map.



LITIGATION HISTORY OF FIRM

MKSK

MKSK, Inc. is in healthy financial condition with no previous or pending bankruptcies. We have experienced two material claims in the past 5 years. Please find details below.

MKSK along with its professional liability insurer are currently negotiating with the insurer of our structural engineering subconsultant on the Wabash Riverfront Promenade Project due to structural deficiencies that led to both structural corrective improvements as well as betterment improvements in the structure of an elevated walkway and plaza in an urban riverfront area of the City. No legal action has begun and it is the desire of all parties to come to an amicable settlement to save dollars for use in future improvements to benefit the community.

MKSK was named as a fifth party claim to a suit between Stantec Consulting Services, Inc. and Columbus Downtown Development Corporation due to the settling of a CSX/Norfolk Southern railroad bridge pier in the Scioto River during the construction of the Scioto River Greenways Project. MKSK was a sub-consultant to Stantec, the civil engineer lead in the design and documentation of this river corridor restoration project which has won multiple national planning, engineering, and design awards. MKSK was dismissed from the lawsuit February 22, 2019 with no liability.

LITIGATION HISTORY OF FIRM

**THOMAS
&
HUTTON**

Thomas & Hutton is proud of its reputation for doing high-quality work. That quality translates into a limited-claims history during our 74 years. Given the size and geographic coverage of Thomas & Hutton, we find ourselves involved in litigation from time to time. Thomas & Hutton maintains professional liability insurance to protect its operations and clients. Unfortunately, this policy can be a target for some entities.

We have been involved in litigation regarding three projects in the last five years and provided a summary below of each matter.

Myrtle Beach Farms Company, Inc. vs. Thomas & Hutton Engineering Co. and C.L. Benton & Sons, Inc.
In the Court of Common Pleas, State of South Carolina, County of Horry
2016-CP-26-6268

In this action, Plaintiff claimed that the design of Thomas & Hutton related to a parking lot was below the standard of care resulting in water surface intrusion. Thomas & Hutton vigorously denied the material allegations of Plaintiff's Complaint. The case was subsequently resolved for less than anticipated defense costs of Thomas & Hutton. Thomas & Hutton made no admissions by resolving the case.

Grand Strand Water & Sewer Authority v. W.M. Roebuck, Inc.; R.L. Causey, Inc.; and Garrison MB Land, LLC; and Thomas & Hutton Engineering Co., d/b/a Thomas & Hutton
In the Court of Common Pleas, State of South Carolina, County of Horry
2015-CP-26-02994

In this case, Plaintiff alleged that Thomas & Hutton and others were responsible for damages resulting from intermittent sewer leaks related to the improper design and installation of traffic lights and footers in connection with a project in Myrtle Beach. Thomas & Hutton was not the designer nor involved with the construction of the traffic signal and therefore denied the allegations contained within Plaintiff's Complaint. The case was ultimately resolved for less than Thomas & Hutton's anticipated defense costs. Thomas & Hutton did not admit to any wrongdoing in connection with the resolution of that claim.

Matthew R. Hall vs. Thomas & Hutton Engineering Co. and Harbor Marine Dock Company, Inc.
In the State Court of Chatham County
Civil Action No: STCV1601676

In this case, Plaintiff asserted that Thomas & Hutton improperly designed a bulkhead in connection with a neighborhood dock. Thomas & Hutton's involvement in the project was limited to permit assistance and was not involved with the design or construction and therefore has denied the allegations contained within Plaintiff's Complaint. Thomas & Hutton has moved the Court for summary judgment and is waiting on the Court's decision.

We believe the litigation aspects of our business do not impact our services to clients in terms of schedule or quality.



MKSK
PASSIONATE ABOUT
PEOPLE & PLACE



MKSK

PRIMARY CONTACT

Brian Kinzelman
FASLA, AICP, LEED AP, Principal
bkinzelman@mkskstudios.com
614.686.0156

504 Rhett Street
Greenville, SC 29601

AREAS OF PRACTICE

Comprehensive Planning
Urban Design
Community Planning
Development
Corridor Visioning
Land Use
Transportation Planning
Parks & Recreation Planning
Public Space Design
Landscape Architecture
Community Engagement
Environmental Graphics
Waterfronts
Signage & Wayfinding

COMPREHENSIVE PLANNING, URBAN PLANNING & DESIGN, LANDSCAPE ARCHITECTURE, TRANSPORTATION PLANNING, LAND USE, PUBLIC ENGAGEMENT, PLAN REVIEW

MKSK is a collective of urban planners, designers and landscape architects, founded in 1990, who are passionate about the interaction between people and place. We are a practice with a network of seven regional metropolitan studios in South Carolina, Kentucky, Ohio, Indiana, and Michigan. MKSK approaches planning and design with a clear understanding that each place is unique and has economic, social, environmental, historical, and cultural influences which should be explored through thoughtful, context sensitive design. We shape place to improve lives, and we share our transformational stories and the power of strong planning and design to inspire ourselves, our peers, and the world to work together for the common good. We work in cities to reimagine, plan, and design dynamic urban environments for the betterment of all.

We are strategic thinkers and bold innovators who celebrate the power of collaboration to plan and build authentic places. Our practice values the importance of social connections and the relationship of people and place. We partner with clients to create places that are socially connected, ecologically responsive, and economically sustainable. We believe in the culture of local, strive to understand the sense of place, and rely on authentic ideas.

OUR REACH IS NATIONAL, BUT OUR SEVEN METROPOLITAN OFFICES ARE FOCUSED IN THE MIDWEST, GREAT LAKES, SOUTH, AND SOUTHEAST BECAUSE THIS IS WHERE WE'RE FROM, WHERE WE LIVE, AND WHERE WE WANT TO BE.

MKSKSTUDIOS.COM

COMPREHENSIVE PLANNING EXPERTISE

MKSK

MKSK's planning approach focuses on helping communities fully realize their potential, by providing plans, collaborative services, design approaches, and policy tools that address each community's specific needs and goals. Our team of highly qualified planners bring both private practice expertise, as well as a wide range of public planning experience to each project. By continually evolving planning processes and crafting individualized solutions for each community, our planners are able to create plans that clearly communicate effective strategies and facilitate success.

At MKSK, our planners, landscape architects, and urban designers have the unique ability to work together to bring multi-disciplinary expertise, high-quality design, and achievable, real-world solutions to all planning efforts. This, combined with our firm's focus on high-quality graphic presentations, enhances the ability of the planning studio to effectively communicate and gain consensus on plan concepts, ideas, and strategies. Our firm's capability in 3D graphics and renderings further support communicating a vision. The end results are thoughtful, meaningful, and implementable plans that spur action and provide a framework for transformational change.

The core of our planning practice is developing strategies to address the long-term impacts of growth and redevelopment in a community, including infrastructure, fiscal impacts, community character and quality of life. It is about arming the elected officials, commission members, staff and the public with the tools and focus to set the community in the right direction. MKSK's planning approach is to provide solutions and strategies that create quality communities that are sustainable for future prosperity.

ENVISION SHAKOPEE 2040 COMPREHENSIVE PLAN, SHAKOPEE, MN



PLAIN CITY COMPREHENSIVE PLAN, PLAIN CITY, OH



LAND USE & DEVELOPMENT PLANNING

MKSK

Our land planners understand the numerous factors that must be considered to create a robust and successful plan including assessments of existing conditions, environment, infrastructure, transportation systems, parking, demographics, market, trends, development economics, fiscal implications, community character, cultural and historic structures, the built environment, and the public realm. We understand the relationships between the many various types of land uses and their impacts on infrastructure, watersheds, and municipal services and funding.

There are three elements that are consistent in our firm's approach:

- A focus on high-quality planning and design;
- An inclusive, communication-based approach for coordination of stakeholder interests into a common goal;
- A strategic approach to implementation that is grounded in reality but innovative in its solutions.

These elements have directly led to renewed investment and improved quality-of-life in the places in which we have worked.

Because of our work with the development community, we also have a robust understanding of the types, yields, needs, and site layout of the myriad land developments of private developers. This ranges from conservation developments, subdivisions to multi-family developments, retail stores to town centers, corporate offices to industrial development, and true mixed-use urban centers. We also understand their infrastructure, parking, support, amenity, and park needs. MKSK also specializes in planning for the public realm, including regional parks, playgrounds, signature spaces, plazas, civic building spaces, streetscapes, gateways, riverfronts, etc. Our goal in all of our land planning efforts is to identify catalytic projects that will attract investment, support the community, and greatly improve the quality of life. Because of the success of our land use plans, many of our clients continue to use our services to meet their needs.

SERVICES & EXPERTISE

1. Due Diligence

- a. Site conditions (soils, topo, wetlands, vegetation) (images of site analysis drawings)
- b. Community analysis & context (regional context diagrams)
- c. Utility/storm water (mandates, availability, condition, capacity)
- d. Transportation/access (transportation diagrams, public transit route)
- e. Entitlements (zoning, annexations, area plan impacts, agency coordination)

2. Market Position

- a. Demographic
- b. Psychographics
- c. Public/private proforma (example metric sheet)
- d. Partnering with experts

3. Development Scenarios

- a. Capacity studies (site plan studies)
- b. Land use diagrams (with development data)
- c. Site planning (free-hand plan, rendered site plan)
- d. Massing & modeling (3D model)

4. Public Spaces

- a. Streets (cross-section diagrams, plan-view streetscape)
- b. Open spaces/parks
- c. Trails (image)

5. Visualization

- a. Graphic presentations
- b. Best practices (collection of development solutions)
- c. Compendiums



COMMUNITY OUTREACH & PUBLIC ENGAGEMENT EXPERTISE

MKSK

Community involvement and engagement is a fundamental part of our urban planning and design approach. The success of the public engagement process is a critical step in building understanding, support, and ownership of focus areas that will ultimately lead to effective implementation across time.

Our team views the early stages of a planning project as a time for learning and collaboration. It is here that we invite the public and stakeholders to share with us the issues and considerations important within a community. This knowledge, and the relationships built through this process, guides our planning efforts as we develop ideas and strategies to address project issues. The testing of those ideas, through further public engagement, ultimately provides us with a consensus-based direction. Our goal is to form a shared and “living” vision. To reach this goal, we cast a wide net, which often includes residents, business interests, development community members, key stakeholders, elected officials, and public agencies. Opportunities to engage the public can be in the form of traditional open houses, forums, or focus group sessions, or online through web-based meetings, surveys, and via social media platforms.

Our public participation toolbox blends traditional methods with fresh approaches adapted to hands-on engagement together with 24-hour community information and dialogue on web-based platforms. Every project and community is unique, so for each we refine an engagement tool kit in close consultation with the Working Group.

The more traditional public participation and engagement opportunities incorporated in this process include stakeholder interviews, walking tours, and public meeting visioning workshops. Additional opportunities include:

- Interactive meetings & exhibits
- Pop-up displays
- Dedicated website & social media platforms
- Community mapping - geo locate ideas
- Tactical urbanism
- Youth activities
- DIY Meetings-in-a-Box
- Study area storefront displays and office hours
- Street stalls and kiosks at existing events
- Study area walking/bike tours
- Stakeholder and focus group meetings
- Public workshops and presentations
- Charrettes and visioning



- 1 Greenville Unity Park Community Event, Greenville, SC
- 2 Scioto Greenways Visioning, Columbus, OH
- 3 Downtown Akron Vision and Redevelopment Plan Workshop, Akron, OH

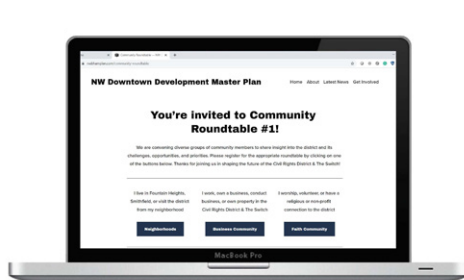
- 4 Kenmore Neighborhood Community Event, Akron, OH
- 5 'Jane's Walk' Neighborhood Walking Tour, Akron, OH
- 6 Gordon Square Arts District Open House, Cleveland, OH

FLEXIBLE & EFFECTIVE METHODS OF ENGAGEMENT

MKSK

In light of the current COVID-19 outbreak, engagement efforts must be carefully crafted. As necessary, we plan to utilize interactive online software and conferencing platforms to ensure we have the vital conversations and interactions needed to advance this project equitably, effectively, and appropriately. We have been using these tools effectively over the past several months to great effect for work sessions, stakeholder meetings, and larger community engagement. They include:

- Custom website modules
- Zoom conference public meetings
- Zoom conference meetings with break-out room capabilities
- Mentimeter Polling
- Google My Maps
- SurveyMonkey
- Physically Distant Community Workshop
- No Contact Engagement Strategies



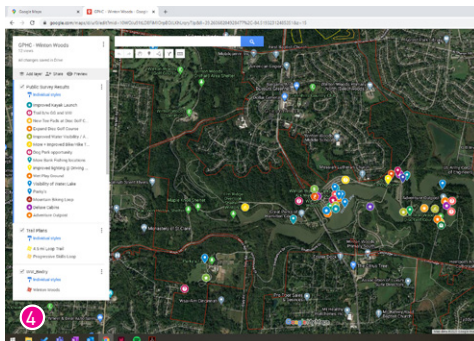
1



2



3



4

Virtual Public Meeting #1 Summary

Thank you to everyone who participated in our first virtual public meeting for the North Point Area & Alpha Loop Trail Connectivity Feasibility Study!

We had hundreds make their voice heard for participating in the online session below and many more than that take the time to educate themselves about the study and help spread the word. If you are curious to see what happened for why follow the link to access a summary of the input collected by the team.

Next, the Planning team will take everyone's ideas and translate them into a shared vision for the project connection. Once this vision is established they will develop a series of strategies and design recommendations to make that vision a reality.

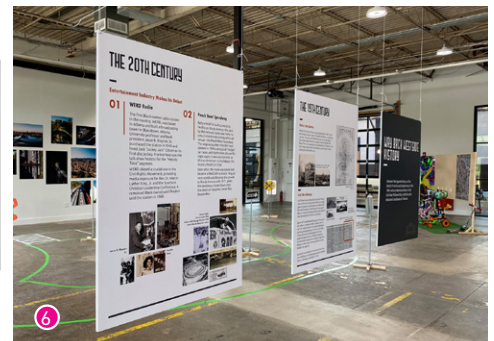
We will be back to share the vision, strategies, and recommendations this summer so please stay tuned and stay involved!

[Download the Summary](#)

5



- 4 'My Maps' Exercise, Great Parks of Hamilton County, Hamilton County, OH
- 5 Continuous Virtual Meeting, Alpha Loop Trail Connectivity Study, Alpharetta, GA
- 6 Warehouse Public Meeting, Upper Westside CID, Atlanta, GA



6

**PRIMARY CONTACT**

Ben Jones, PE
Principal
912.234.5300
jones.b@tandh.com

50 Park of Commerce Way
Savannah, GA 31405

AREAS OF PRACTICE

Civil Engineering
Consulting
Landscape Architecture
Land Planning
Surveying
GIS
Construction Administration

TANDH.COM

CIVIL ENGINEERING, WATER RESOURCES, FUNDING

Established in 1946, Former US Army Corps of Officers, Hue Thomas and Joe Hutton, joined forces and opened an engineering firm in Savannah, GA. Today, Thomas & Hutton stands as one of the most well respected and established consulting and engineering firms in the Southeast with over 320 employees throughout nine regions in South Carolina, Georgia, North Carolina, and Tennessee.

CIVIL ENGINEERING: Thomas & Hutton provides civil engineering solutions for a variety of projects throughout the Southeast. They understand the special needs of this area and evaluate the individual needs of each project carefully. Their engineers work closely with their surveyors to understand the existing conditions of the project, such as water, sewer, drainage, and other utility systems. Once a survey has been completed for a site, their engineers put "boots to ground" by walking the site with survey in hand to further their understanding of the existing conditions.

WATER RESOURCES: They use innovative cost-effective solutions to derive alternatives for consideration when resolving drainage issues. All drainage concept designs include solutions that will provide the most benefit for the public at a reasonable cost. Short-term strategies may be identified depending on the severity of flooding occurring at the time, while funding for long term strategies can be secured.

PUBLIC EDUCATION, OUTREACH & FUNDING: Their team will provide public education, outreach and assistance in identifying potential funding mechanisms for improvement projects. They are experienced with public information open houses, town hall meetings and formal presentations.



Kimley»Horn**PRIMARY CONTACT**

Jonathan Guy, PE, AICP, PTOE
843.737.6386
jonathan.guy@kimley-horn.com

115 Fairchild Street, Suite 250
Charleston, SC 29492

AREAS OF PRACTICE

Asset Management
Aviation
Energy
Environmental
Forensics
Integrated Water
Land Planning and
Landscape Architecture
Parking
Roadway and Bridge
Site Development
Survey
Technology
Transit
Transportation

KIMLEY-HORN.COM

MARKET ANALYSIS, RESILIENCY

Founded in 1967, Kimley-Horn is a national planning and design consulting firm that specializes in transportation and urban design. Our planners and engineers have a history of partnering with communities to develop progressive and context-sensitive transportation plans. In each community where we work, we strive to understand the values of that community and transform them into a vision that guides the planning process. Understanding the importance of diverse experiences, we intentionally partner with professionals of various backgrounds to create the opportunity for visionary thinking with an understanding of implementation.

We continually look for ways to integrate transportation recommendations with other community initiatives and mandates. Our skill for understanding context enables us to craft specific solutions based on local character. Understanding how transportation infrastructure interfaces with the built environment and community character is a cornerstone of our planning approach.

Over the past several years, Kimley-Horn has successfully completed numerous comprehensive, community-wide, subarea, and corridor plans, many of which were FHWA-mandated CMPs and MTPs for metropolitan areas. Our holistic approach to the process and preparation of these plans emphasizes:

- True engagement of the public and stakeholders
- Collaboration among people from different backgrounds
- Integration of land use and transportation
- Multimodal approach to the transportation system
- Analytic foundation for decision making
- Consensus building
- Identification of realistic and implementable solutions
- Equity and fairness
- Sustainability and environmental stewardship

RESILIENCY

Extreme weather events like Cristobal, Laura, and Super Storm Sandy – but also including wildfires, droughts, pandemics, aging infrastructure, cyber security, earthquakes, and equity in housing, mobility and access to food – bring to focus the need for the integration of resiliency in the service to our clients. For us at Kimley-Horn resilience is that ability of communities, people, and systems, both natural and man-made, to endure, adapt, and overcome regardless of the impacts from either systematic shocks to the system or as an enduring long term stress. Through our service to our clients – vulnerability assessments, mitigation, planning, design and implementation – we connect infrastructure, environment, and equity to enhance the quality of life for the communities we live and work in.



**PRIMARY CONTACT**

Christian Sottile, AIA
Design Principal
csottile@sottile.cc
912.234.5510

10 West Taylor Street
Savannah, GA 31401

AREAS OF PRACTICE

Civic Architecture
Historic Preservation
Urban Design
Community Engagement

[HTTP://WWW.SOTTILE.CC/](http://www.sottile.cc/)

CIVIC ARCHITECTURE, HISTORIC PRESERVATION, URBAN DESIGN SUPPORT

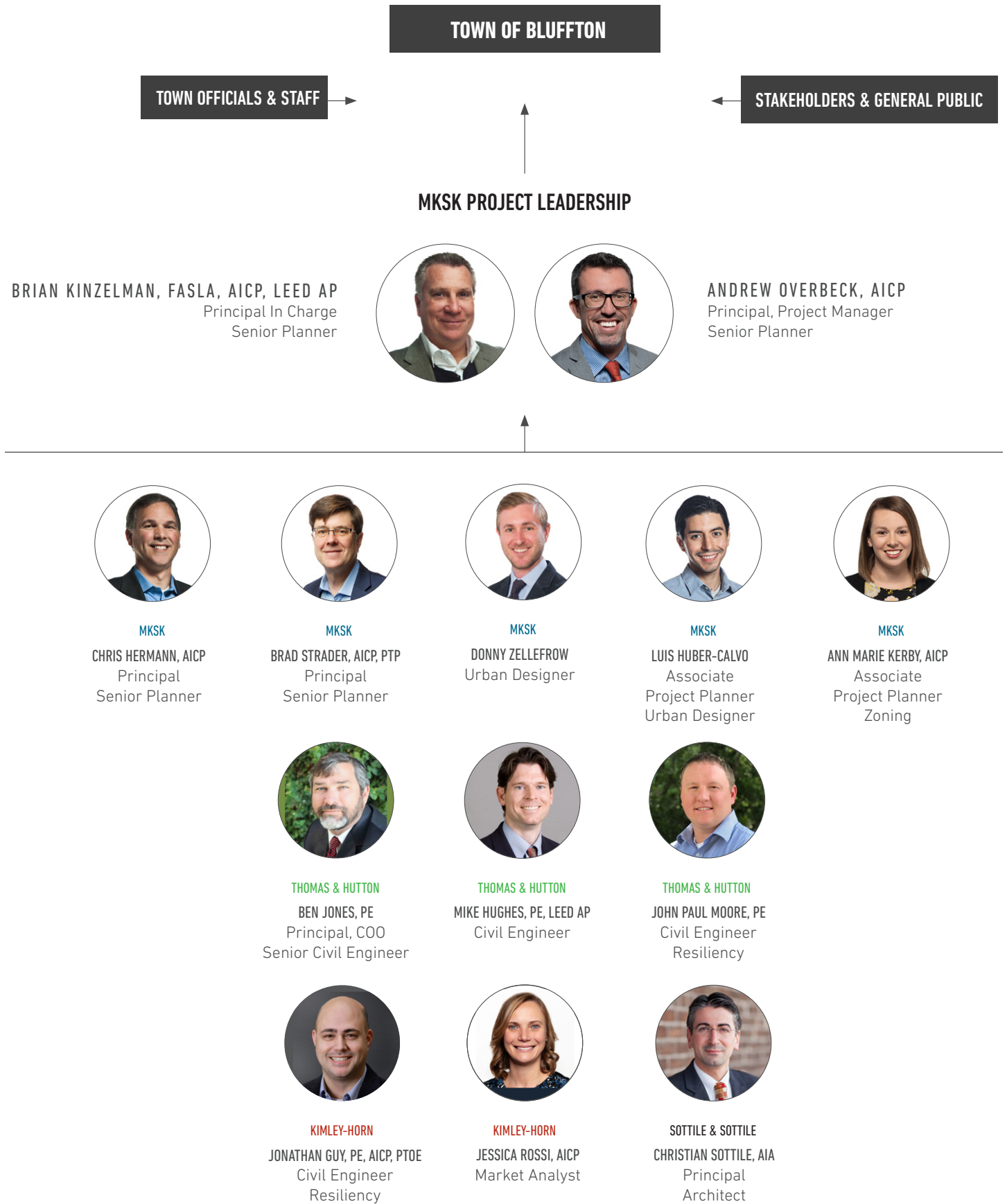
Sottile & Sottile is a Civic Architecture, Urban Design, and Preservation firm based in the internationally significant planned city of Savannah, Georgia, USA. Their philosophy of design and methodologies acknowledge and adhere to principles of timeless urbanism.

Found in historic places such as Savannah, timeless urbanism looks beyond trends for truly sustainable patterns within human nature and built environments. Its principles span generations to examine economies, evolution, places, proximity, citizenship and culture. Many cities today have been left with little evidence of traditional urban principles. Therefore, previous patterns and remaining examples must be studied to revitalize and extend old cities and build vibrant new urban places. Sottile & Sottile emphasizes historical analysis and a deep understanding of timeless urbanism in their methodology in order to envision the best future of any urban project and the city to which it contributes.

The work of Sottile & Sottile has been featured in the New York Times, Preservation Magazine, Architect Magazine and Architectural Digest. They have received over fifty national and international awards for their work, including three international Charter Awards from the Congress for the New Urbanism, awards from the American Planning Association, the National Trust for Historic Preservation, and three National Honor Awards from the American Institute of Architects.



ORGANIZATION OF TEAM



BRIAN KINZELMAN, FASLA, PLA, AICP, LEED AP

PRINCIPAL IN CHARGE / SENIOR PLANNER

MKSK**YEARS WITH FIRM**

30+ Years

OFFICE LOCATION504 Rhett Street
Greenville, SC 29601**HOURLY RATE**

\$210.00

EDUCATION

Bachelor of Landscape Architecture, The Ohio State University

REGISTRATIONSRegistered Landscape Architect, TN, OH, PA, IN, KY, WV
Certified Planner, American Planning Association
LEED Accredited Professional, US Green Business Council
CLARB Certified Landscape Architect**RELEVANT PROJECTS****Historic District Park Planning, Bluffton, SC**

With an eye to the future, the Town of Bluffton engaged MKSK to explore strategies for public space investment and development within their historic "Old Town" district. Conceptual designs were prepared for two properties, one located in the heart of Old Town (68 Boundary Street) and the other along the May River (Wright Family Park). Through close collaboration with City staff and stakeholders, designs emerged that leveraged the heritage and experiential richness of the sites to create new opportunities for all to connect with history, nature, and one another.

Plain City Comprehensive Plan, Plain City, OH

MKSK worked with the City and members of the community in a robust community engagement process to develop 9 Planning Principles, synthesizing priorities, strengths, and opportunities for the future of the community. The principles are comprehensive statements of direction to guide the plan and achieve the common community visions. They were, in turn, used to shape 10 Strategies to provide guidance for implementation.

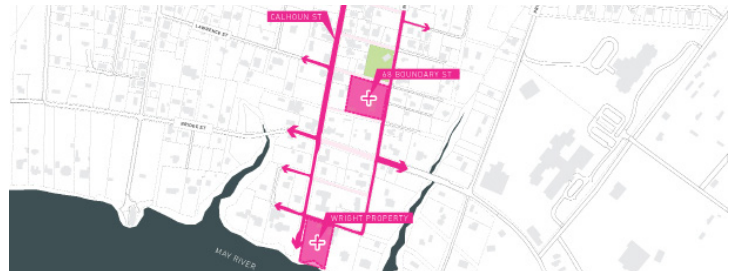
Lakeside Chautauqua Master Plan, Lakeside, OH

The Master Plan will provide a framework for sustainability, development and preservation within this lakefront community. The Master Plan will include building/program needs, street network, parking, entry/access, waterfront and open space strategies, sustainability and infrastructure, and development/infill strategies.

'Imagine Charleston' Downtown Urban Design Plan, Charleston, WV

MKSK led a multi-disciplinary team for the development of the 'Imagine Charleston' plan which included an extensive interactive engagement process with area stakeholders. Actionable implementation items and urban design concepts for target areas were identified for catalytic projects.

Brian's passion is designing urban spaces that provide a solid foundation for future development and fit seamlessly into the existing landscape. Brian is co-founder and Senior Principal of MKSK, one of the largest multidiscipline urban design, planning, and landscape architecture firms in the Midwest. For 25 years, MKSK has provided comprehensive planning and design services to communities and clients throughout the Midwest. Brian's approach to planning is strategic, action-oriented, and targeted to meet the specific goals of each community. Brian's 37-year professional practice includes land use planning, campus plans, urban design, residential and mixed use development planning for cities, towns, and private developers throughout Ohio, Kentucky, Indiana, Michigan, Pennsylvania and West Virginia.



ANDREW OVERBECK, AICP, PRINCIPAL, PROJECT MANAGER**SENIOR PLANNER****MKSK****YEARS WITH FIRM**

15 Years

OFFICE LOCATION462 S Ludlow Alley
Columbus, OH 43215**HOURLY RATE**

\$210.00

EDUCATION

Master of City and Regional Planning, The Ohio State University
 Bachelor of Arts in Politics, Earlham College
 Thomas J. Watson Foundation Fellow

PROFESSIONAL AFFILIATIONS

American Institute of Certified Planners
 American Planning Association, Ohio Chapter

RELEVANT PROJECTS**Reedy River Redevelopment Area & Unity Park, Greenville, SC**

MKSK provided for the City of Greenville an action-oriented plan to create great public spaces and align the trajectory of future development with the goals of the community. With the Reedy River running through the heart of the 350-acre study area, the core component of MKSK's work includes the development of a signature city park, and an affordable housing strategy.

Envision Shakopee 2040 Comprehensive Plan, Shakopee, MN

Shakopee engaged MKSK to lead a new type of planning process that will go beyond the Met Council's technical standards. MKSK engaged the community to establish a shared vision of what people want Shakopee to be in the future. The plan establishes a strong and aspirational vision for the future and will serve as a guidebook and plan of action for the community to achieve that vision.

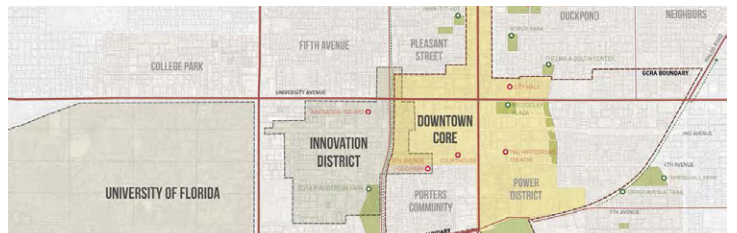
Downtown Gainesville Strategic Master Plan, Gainesville, FL

The Downtown Gainesville Strategic Master Plan represents an opportunity to create a unified vision for the future of the urban core of the City. The City of Gainesville engaged MKSK to review existing plans, align ideas and initiatives from previous efforts, gather community support, and generate recommendations that demonstrate feasibility and marketability that will attract investment and high-quality development within the city's downtown districts.

Chattanooga Riverfront District Master Plan, Chattanooga, TN

MKSK is leading a multidisciplinary team to conduct a comprehensive master planning and programming study of the Riverfront District. The study includes a robust stakeholder/public engagement process to solicit community input to help define the vision for the district. Recommendations will include urban design, physical planning and improvements, economic development and strategies for branding, marketing, placemaking and programming.

Andrew takes a collaborative approach to developing effective plans that address complex urban issues and identify catalytic projects. Andrew has completed transformational municipal planning, long-range planning, urban design, connectivity studies, alternative transportation, parks, and greenway studies. His work has generated results in a number of cities, with riverfront restoration, parks, and associated neighborhood and district redevelopment emerging from plans in Downtown Columbus, Downtown Louisville, Downtown Toledo, Downtown Akron, Ohio, and Greenville, South Carolina. Matching his strong background in research, writing, and graphic design with his ability to facilitate public discussion and discourse, Andrew is able to effectively communicate and build consensus for solutions that enhance and invigorate cities and neighborhoods.



CHRIS HERMANN, AICP, PRINCIPAL

SENIOR PLANNER

MKSK



YEARS WITH FIRM

20 Years

OFFICE LOCATION

462 S Ludlow Alley
Columbus, OH 43215

HOURLY RATE

\$210.00

EDUCATION

Master of City and Regional Planning, The University of North Carolina
Bachelor of Arts in Political Science, Miami University

PROFESSIONAL AFFILIATIONS

American Institute of Certified Planners
CEOs for Cities
Urban Land Institute
American Planning Association, Ohio Chapter

RELEVANT PROJECTS

'Plan Greenville County' Comprehensive Plan, Greenville County, SC

Chris is working on a yearlong effort to update Greenville County's comprehensive plan. This project features an expansive public engagement process that includes a project website, social media outreach, and a series of open house-style community workshops that can be facilitated as a "meeting in a box" by county staff.

Transforming Greer 2030 Comprehensive Plan, Greer, SC

MKSK led a 2020 Comprehensive Plan Update for the City of Greer, SC. The plan leveraged the findings of the 2015 Community Master Plan, 2015 Comprehensive Plan Review, and recently conducted transportation research. The focus of this planning process was the development of refined plan goals, objectives, and strategies as well as a Future Land Use Map that will underpin a future unified development ordinance for the City.

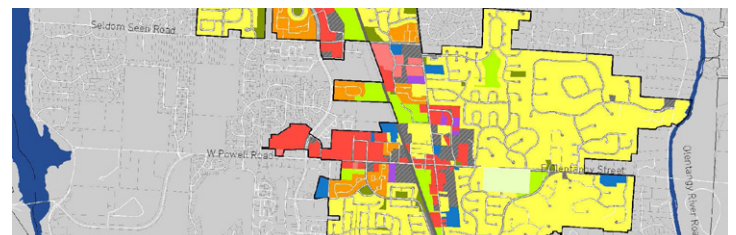
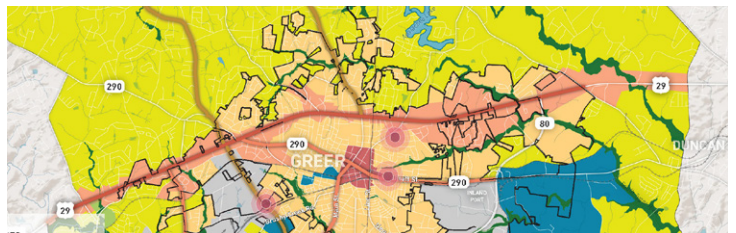
Powell Comprehensive Plan, Powell, OH

The Plan update explored alternative scenarios for growth, and it guides the City in determining what types of land use and development patterns are appropriate and fiscally sustainable in this expansion area. The land use plan provides specific recommendations for what types of housing may be appropriate as growth continues – a point of contention within the community during the planning process.

New Albany Strategic Plan, New Albany, OH

The Strategic Plan guides development of this rapidly growing community, focusing on creating great neighborhoods, providing first rate amenities, and developing a robust employment base. Of more particular focus is the mixed-use Village Center, interconnecting the community with multi-use trails and guiding densities and aesthetics.

Chris is a certified city planner with more than 28 years of experience. Chris provides a broad range of project planning experience to the firm, managing projects involving regional planning policy, comprehensive plans, downtown plans, focus area planning, community revitalization/reinvestment, economic development, urban design and form-based codes, transportation planning, consensus-building, and public engagement and facilitation. Chris is adept at helping communities create a unique, compelling vision and translating that vision into strategic steps that transform cities and spaces. Highly acclaimed for creating plans that are implemented, Chris is skilled at building partnerships and translating plans into strategic steps that guide and attract investment for community betterment. His aptitude for transformational planning is complemented by his strong public presentation ability. Chris has led MKSK project teams for a number of national and regional award-winning plans and projects.



BRAD STRADER, AICP, PTP, PRINCIPAL SENIOR PLANNER



YEARS WITH FIRM

4 Years

OFFICE LOCATION

4219 Woodward Ave
Detroit, MI 48201

HOURLY RATE

\$210.00

Brad advocates linking land use with multi-modal transportation and design to create vibrant places.

Brad has more than 30 years experience specializing in comprehensive planning, downtown plans, multi-modal, transportation, greenways, and placemaking. He has led projects in eight states in the Great Lakes and Mid-Atlantic region. Over 30 of those types of projects have involved multiple jurisdictions and agencies. Many also involved evaluation of changes to administrative responsibilities to improve both efficiency and quality of service. Brad is a lead advisor to the Michigan Economic Development Corporation's "Redevelopment Ready Community" program that helps cities of all sizes recognize the important role of great public spaces as part of economic development strategies.

EDUCATION

Bachelor of Science in Urban Planning, Michigan State University

PROFESSIONAL AFFILIATIONS

Transportation Research Board

Institute of Transportation Engineers

Professional Transportation Planner (PTP) ITE Certification

RELEVANT PROJECTS

Comprehensive Plan & Unified Development Ordinance, Town of Bluffton, SC

Partnered with the Town staff to craft a Plan to enhance the developed areas of the town, with strategies to manage growth in the undeveloped areas. Once the Plan was updated, he assisted in an overhaul of the zoning and subdivision regulations into a Unified Development Ordinance, to promote many of the "best practices" promoted in the Plan – compact development, mixed use, multi-modal streets, green infrastructure and transfer of development rights. He later assisted in the 5-year audit of the Comprehensive Plan, as required by the State.

Corridor Form-Based Code Evaluation, City of Beaufort, SC

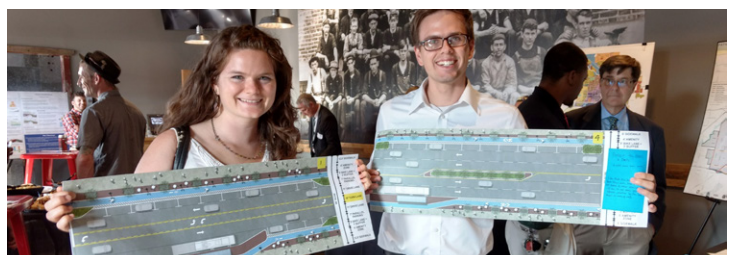
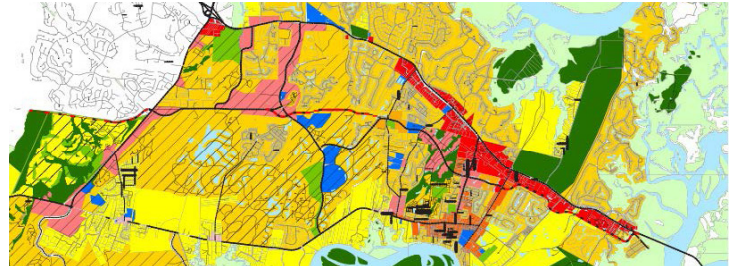
Based on a reference from Bluffton staff, MKSK was selected to evaluate an existing form-based code for the Boundary Street Corridor. This involved a series of workshops with stakeholders, City officials, and staff. A series of revisions were recommended to make the code more responsive and practical. Again led a team to evaluate the code for other areas of the City using the same process, which led to a number of amendments and changes to the development review process.

Downtown and Citywide Transportation Plans, City of Detroit, MI

Led a national team to prepare a multi-modal transportation and parking plan for Detroit's Downtown. A modal hierarchy was described along with a series of changes to policies and street or intersection redesigns. This included an extensive stakeholder engagement program with various city departments, economic development advocates, and industry leaders. That Plan became the foundation for a citywide transportation plan, where Brad is assisting with new policies and a citywide street design palette with a special focus on traffic calming and safety; along with a redesign of Michigan Ave to become a national model for autonomous vehicles.

Shaping the Avenue and Citywide Transportation Plan, Lansing, MI

Led preparation of a citywide transportation plan for Michigan's Capitol City. This innovative plan was recognized by the "Planning and Zoning News" as the new standard for transportation plans in the state. This led to another project to redesign Michigan Avenue into a more vibrant, pedestrian-friendly and transit-oriented corridor. A hands-on road design toolkit was embraced by the public, leading to support for a road diet, which we then tested as a pilot project. This led to yet another, current, project to convert all the downtown 1-way streets to 2-way multimodal ones.



DONALD ZELLEFROW**URBAN DESIGNER****YEARS WITH FIRM**

3 Years

OFFICE LOCATION504 Rhett Street
Greenville, SC 29601**HOURLY RATE**

\$125.00

EDUCATIONMaster of Landscape Architecture, University of Pennsylvania
Bachelor of Urban Planning, University of Cincinnati**PROFESSIONAL AFFILIATIONS**

American Society of Landscape Architects

Authentic and unexpected design is Donny's passion. He believes this is achieved through meaningful engagement, rigorous research, and fearless creativity. Donny's work explores the power of ecology, the promise of technology, and the strength of community. His explorations range in scale from that of a single paver to an entire city and have taken him across the U.S. and through Spain, Colombia, and China. Before MKSK, Donny was a designer at SWA Group* in Dallas, Texas. While in Dallas, he and other local designers founded the initiative 'Design Future Dallas' to unite local creatives and collectively explore visions of the city's future. His work has been featured by Texas Architect, the Dallas Observer, and CBS Dallas and has been recognized by the Texas chapter of the American Society of Landscape Architects as well as both the Texas and Atlanta chapters of the American Institute of Architects.

RELEVANT PROJECTS**Downtown Revitalization Plan, Lancaster, SC**

Donny worked with the City of Lancaster as a planner and landscape designer on an innovative, cutting-edge, and comprehensive development plan for the revitalization of the downtown area. The goals of the plan included crafting a vision for revitalization, developing a detailed plan that includes market assessment, and providing preliminary assistance for implementation.

Pelzer Community Master Plan, Pelzer, SC

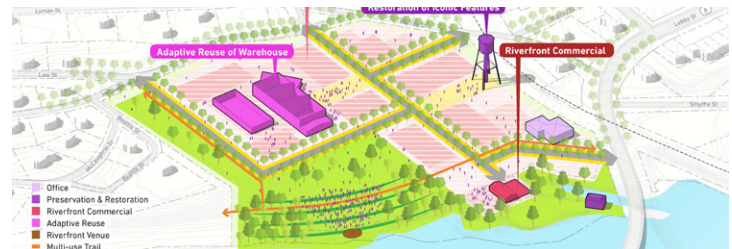
This plan is multi-year in scope and primarily addresses issues related to overall town revitalization, such as economic development, town infrastructure, community life, and organization and partnerships. Additionally, this plan explores development concepts for the Upper and Lower Mill sites, Saluda River corridor, and Lebbey Street. This plan concludes with a 10-Day Action Plan and Implementation Matrix.

Reedy River Redevelopment Area & Unity Park, Greenville, SC

MKSK provided for the City of Greenville an action-oriented plan to create great public spaces and align the trajectory of future development with the goals of the community. With the Reedy River running through the heart of the 350-acre study area, the core component of MKSK's work includes the development of a signature city park, and an affordable housing strategy.

Upper Westside CID Master Plan, Atlanta, GA

MKSK is leading a multidisciplinary team of Planners, Urban Designers, Landscape Architects, Economic Advisors, and Traffic Consultants to prepare the inaugural Master Plan for the Upper Westside Community Improvement District. This comprehensive and critical assessment will be driven by a strong, aspirational, and shared vision and will include a clear roadmap to guide decision-making and investment. The ten-month innovative planning process embraces an approach to community engagement that is both sustained and inclusive.



ANN MARIE KERBY, AICP, ASSOCIATE

PROJECT PLANNER / ZONING

MKSK



YEARS WITH FIRM

3 Years

OFFICE LOCATION

4219 Woodward Ave
Detroit, MI 48201

HOURLY RATE

\$125.00

EDUCATION

Bachelor of Science, with Honors, in Urban and Regional Planning,
Michigan State University

PROFESSIONAL AFFILIATIONS

American Planning Association
Urban Land Institute

Ann Marie has over 10 years of experience in the planning field, with most of her career spent in the public sector specializing in zoning and land use compatibility, long-range comprehensive planning, and facilitating effective community engagement. She also has experience in transportation and environmental planning at the county-wide level where she promoted and fostered the local adoption of Complete Streets policies and modernized the Genesee County, MI Public Participation Plan resulting in a more valuable and efficient participation process. Prior to MKSK, Ann Marie served as Senior City Planner for the City of Cincinnati for six years where she managed and facilitated neighborhood plans, the City's Form-Based Code, and was often sought out for her innovative community engagement strategies. At MKSK, she has expertly managed complex zoning, land use, and transportation projects and uses her zoning expertise to assist communities with identifying strategic policy changes to help achieve their land development goals.

RELEVANT PROJECTS

Novi Special Zoning Districts, Novi, MI

This project focuses on the creation of new zoning districts to define proposed uses and design standards for two key areas in the City, Pavilion Shore Village and City West, to implement the 2016 Master Plan's vision for walkable and enhanced mixed-use redevelopment opportunities. This process has involved the facilitation of a public workshop to engage the surrounding community and interviews with property owners and stakeholders.

Detroit Zoning Ordinance Update, Detroit, MI

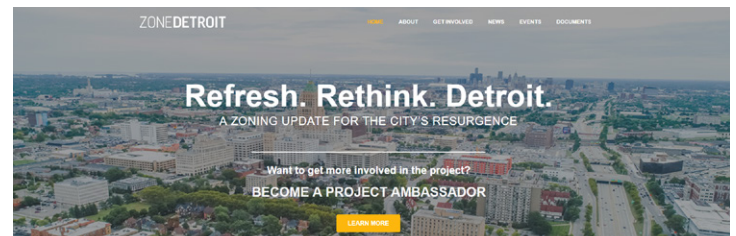
The primary role of MKSK regarding the refresh to the Detroit Zoning Ordinance includes assisting with stakeholder facilitation and discussions to determine existing prevalent issues with the Zoning Ordinance and its processes, advise on Transit-Oriented Development opportunities, as well as propose parking standards and solutions.

Telegraph Road Corridor Plan and Former La-Z-Boy Site Redevelopment, Monroe, MI

The study and plan for the Telegraph Road corridor involved collaboration between three communities to understand existing conditions, study realistic and feasible redevelopment opportunities, and improve corridor aesthetics and travel. Existing right-of-way and land use conditions were evaluated, concepts for multiple redevelopment sites were identified, and recommended solutions developed to enhance connectivity throughout the corridor.

Royal Oak Township Activation Strategy, Royal Oak, MI

Royal Oak Township partnered with MKSK to create an activation strategy that focuses on specific sites in the Township that are strong candidates for redevelopment. The focus of the Activation Strategy is to develop a set of action-oriented recommendations that encourages redevelopment in two areas: the "Key Site Area" which includes the former school property, the existing recreation center, and vacant park area; and a Residential area consisting of 136 vacant residential lots.



LUIS HUBER-CALVO, AICP, ASSOCIATE

PROJECT PLANNER / URBAN DESIGNER

**YEARS WITH FIRM**

7 Years

OFFICE LOCATION607 W Main Street
Louisville, KY 40202**HOURLY RATE**

\$125.00

EDUCATIONMaster of Urban Planning, University of Louisville
Bachelor of Architecture, Kennesaw State University**PROFESSIONAL AFFILIATIONS**American Planning Association
Congress for the New Urbanism

Luis is an urban planner who specializes in translating intricate and complex planning issues to a general audience through verbal, written, and graphic communication. He uses his understanding of building form and his background in architectural design to provide a well-rounded approach to urban planning and design. As an advocate of community-driven planning, Luis emphasizes the use of creative public engagement tools to reach consensus among residents, stakeholders, and cities. Luis strives to generate planning documents and graphics that both educate and inspire and that are consistent with a community's goals and values. He has worked in several downtown plans for cities of variable sizes across the Midwest and has overseen planning projects that range from the site-specific to the regional level. Luis finds his inspiration from the richness in the diversity of urban neighborhoods and the people that continue to make them vibrant and exciting places to live.

RELEVANT PROJECTS**'Plan Greenville County' Comprehensive Plan, Greenville, SC**

MKSK led a team of consultants and county staff on the development of Plan Greenville County, a ten-year comprehensive plan update for Greenville County, South Carolina. The plan casts a twenty-year vision for the continued improvement and growth of the county, and, once adopted, will provide the foundation for future land use and development regulations as well as future coalition-building and strategic decision-making in Greenville County.

Reedy River Development Area & Unity Park, Greenville, SC

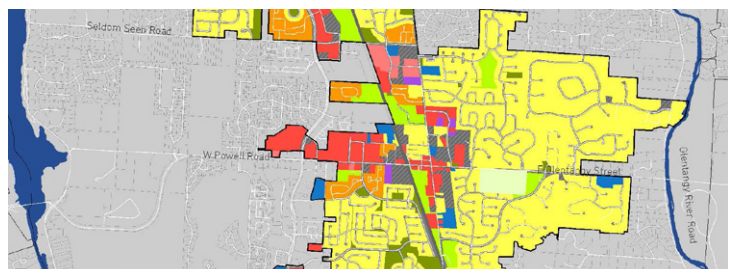
MKSK provided for the City of Greenville an action-oriented plan to create great public spaces and align the trajectory of future development with the goals of the community. Core components of the plan included a signature city park, affordable housing strategy, and form-based code.

Envision Shakopee 2040 Comprehensive Plan, Shakopee, MN

Shakopee engaged MKSK to lead a new type of planning process that will go beyond the Met Council's technical standards. MKSK engaged the community to establish a shared vision of what people want Shakopee to be in the future. The plan establishes a strong and aspirational vision for the future and will serve as a guidebook and plan of action for the community to achieve that vision.

Powell Comprehensive Plan, Powell, OH

The Plan update explored alternative scenarios for growth, and it guides the City in determining what types of land use and development patterns are appropriate and fiscally sustainable in this expansion area. The land use plan provides specific recommendations for what types of housing may be appropriate as growth continues – a point of contention within the community during the planning process.



BEN JONES, PE, PRINCIPAL

SENIOR CIVIL ENGINEER



YEARS WITH FIRM

28 Years

OFFICE LOCATION

50 Park of Commerce Way
Savannah, GA 31405

HOURLY RATE

\$250.00

Ben serves as Sr. Vice President and Chief Operating Officer. His responsibilities include implementing the company's strategic plan in the daily operations of nine regions covering Georgia, South Carolina, North Carolina, and Tennessee. He is also a project principal for large-scale projects in South Carolina and Georgia, providing strategic direction on the engineering issues, regulations, and processes affecting client projects. Ben's 28 years of experience includes site assessment, rezoning, annexation, preliminary engineering, permit applications, engineering design, contract documents, specifications, and construction administration for water, sewer, storm drainage, and roads for public clients as well as residential, commercial, and golf course projects.

EDUCATION

Bachelor of Science, Civil Engineering, University of South Carolina

RELEVANT PROJECTS

Calhoun Street Master Plan, Bluffton, SC

Project Principal for the Study to provide potential long and short-term solutions to the current parking problems that occur. The study also included conceptual design for the streetscapes on Calhoun, Bridge and Dr. Mellichamp Streets. Thomas & Hutton outlined and conducted a design process to complete the task including: data gathering, public preference survey, opportunity and constraint mapping, a public open house, a public workshop, a detailed parking analysis of existing and needed parking, conceptual streetscape design and coordination with planning and zoning staff at the Town.

May River Road, Phase 2, Bluffton, SC

Principal-in-Charge for the improvements to May River Road from Pin Oak to Whispering Pines Road (approximately 1,350 feet), as well as the construction of approximately 1,700 linear feet of a 6-foot wide sidewalk along the north side of May River Road from Whispering Pines Road to Buck Island Road.

Palmetto Bluff Wilson Village, Bluffton, SC

Lead Project Manager for engineering design of a multi-phase 100-unit cluster development including residential, live/work, fitness and pool facility, retail, restaurants, marina, post office, and chapel. Unique challenges designing narrow street sections with tight intersections and traffic calming features while meeting the life and safety needs of emergency response vehicles, multiple pervious surface designs, pedestrian and bicycle connectivity, and intensive tree preservation in a densely developed gridded street system.

Auberge Inn, Bluffton, SC

Lead Project Manager for engineering design of a 74-room inn and spa located along the bank of the May River. Unique design challenges included water quality treatment adjacent to a shellfish harvested water body, preservation of dense vegetation throughout site, emergency vehicle accessibility through the use of pervious pavements, and pedestrian and alternate vehicle connectivity to through property and adjacent recreational areas.

Sc Route 46/Sc 170 Roundabout, Bluffton, SC

Project Principal for construction and permitting of final design of the SC 46/ SC 170 Roundabout. Proposed project realigns approximately one mile of existing SC 170 to the intersection of SC 46 and New Riverside Road on SC 46 and converts the intersection to a 2-lane roundabout.

Palmetto Bluff Master Infrastructure, Bluffton, SC

Principal-in-Charge for the master planning and design of roadway drainage, sanitary sewer, and water system intended to serve approximately 2,300 homes. The sanitary system includes gravity sewer, numerous pump stations in series and parallel, manifold grinding systems, and pump station upgrades. The potable water system includes enough capacity to address potable water and fire suppression needs.

Law Enforcement Center, Bluffton, SC

Principal-in-Charge for project management, engineering design, permitting, and construction services for the 23,000-square foot Law Enforcement Center site and entry road located at Buckwalter Place. Significant design challenges included project coordination as part of a design-build team, coordination with a neighboring construction team, which was building concurrently, and placating a rather unique master developer. Another unique design challenge was creating a workflow and design to meet the newly adopted Town of Bluffton Stormwater Ordinance. The site included bioretention swales, bioretention basins, downspout disconnections with French drains, and a stormwater reuse irrigation system intended to reduce stormwater volume runoff and aid in water quality.

MIKE HUGHES, PE, LEED AP

CIVIL ENGINEER



YEARS WITH FIRM

22 Years

OFFICE LOCATION

50 Park of Commerce Way
Savannah, GA 31405

HOURLY RATE

\$190.00

Mike has 22 years of experience in commercial, resort, residential and urban redevelopment design. His experience is multi-disciplined and includes all aspects of site development from entitlements and master planning through design, permitting, construction oversight and project closeout. He is Thomas & Hutton's standards and internal education coordinator.

EDUCATION

Master of Science, Civil Engineering, West Virginia University
Bachelor of Science, Civil Engineering, West Virginia University

PROFESSIONAL AFFILIATIONS

US Green Business Council

RELEVANT PROJECTS

Dr. Mellichamp Drive Streetscape, Bluffton, SC

Team Leader for the design, permitting, bidding assistance and construction services for the Dr. Mellichamp Drive streetscape improvements. Services include design of 55 on-street pervious parking spaces pedestrian friendly sidewalks pedestrian scale streetlights, utilities, low impact drainage and water quality features and pervious parking at MC Riley ball fields. The improvements were part of the Calhoun Street master plan implementation.

184 Bluffton Road, Bluffton, SC

Team Leader for the design, permitting, bidding assistance and construction services for the redevelopment a 0.7-acre parcel at the corner of Dr. Mellichamp Drive and May River Road. Redevelopment of the site included public parking, park space, utilities, and a building pad for a potential commercial or multi-family building.

Palmetto Bluff Palmetto, Bluffton, SC

Team Leader, for a quaint development in Bluffton. Project challenges included meeting the quality and professional expectations of the legendary Benny K. Jones Sr. and biting my tongue for 18 years as I watch my direct supervisor, Benny K. Jones Jr. turn into his father.

West Oglethorpe Lane, Savannah GA

Team Leader for the redevelopment and repurposing of West Oglethorpe Lane between Bull Street and Whitaker Street, transforming the public right-of-way from a service lane to a multipurpose, aesthetically attractive public streetscape. Vehicular lane was narrowed to expand sidewalks and formalizing on-street parking bays. Construction logistics was critical to maintaining access to the Veritas Academy entry during the school year and vehicular access to residents served by the lane.

Savannah Gardens, Savannah, GA

Team Leader for redeveloping a 44-acre Brownfield into a mixed-use, mixed-income community. The redevelopment project shall be an EarthCraft Coastal Community and all vertical construction shall be LEED or EarthCraft certified. Unique design challenges include coordinating demo of existing facilities

containing lead and asbestos, underground stormwater detention, existing materials reuse, four separate pervious pavement designs, bioretention design, extensive overhead and underground utility coordination, offsite drainage improvements, and flood mitigation.

Law Enforcement Center, Bluffton, SC

Team Leader for project management, engineering design, permitting, and construction services for the 23,000-square foot Law Enforcement Center site and entry road located at Buckwalter Place. Unique design challenge was creating a workflow and design to meet the newly adopted Town of Bluffton Stormwater Ordinance. The site included bioretention swales, bioretention basins, downspout disconnections with French drains, and a stormwater reuse irrigation system intended to reduce stormwater volume runoff and aid in water quality.

The Cay Building At Ellis Square, Whitaker Street Associates, Savannah, GA

Team Leader for the site design and utility coordination for a 72,000-square foot, six-story office building located over an existing underground parking garage in downtown historic Savannah. Unique design considerations include sanitary sewer design adjacent to a secant wall, storm drainage to adjacent systems above the parking garage, maintaining ADA accessibility to pedestrian traffic while creating access to the building, and traffic control planning during street closures.

ADDITIONAL PROJECTS IN BLUFFTON

New Riverside Village
May River Crossing
Hwy 46 & Hwy 170 Roundabout
New Riverside Road
Four Season at Carolina Oaks
Lakes at New Riverside
Cypress Ridge
Heritage at New Riverside
Vineyard Memory Care
Bluewater Convenience

JOHN PAUL MOORE, PE

CIVIL ENGINEER



YEARS WITH FIRM

7 Years

OFFICE LOCATION

50 Park of Commerce Way
Savannah, GA 31405

HOURLY RATE

\$150.00

John Paul is a Project Manager for the Civil Department and has seven years of experience in water and stormwater modeling, stormwater drainage system design, wastewater system design, water system design, road design, master planning, and general permitting for roadways, commercial, streetscape, resort, and residential developments

EDUCATION

Bachelor of Science, Civil Engineering, Georgia Institute of Technology

RELEVANT PROJECTS

184 Bluffton, Bluffton, SC

Project Designer for new parking, sidewalks, and stormwater, and streetscape improvements to remove the existing building and parking lot to provide additional formal parking adjacent to Dr. Mellichamp Drive to serve the local businesses.

Oglethorpe Lane Streetscape Improvements, Savannah, GA

Project Designer for stormwater modeling, stormwater drainage system design, road design, computer modeling, and permitting for the streetscape project comprising of the demolition and resurfacing of Oglethorpe Lane for the Independent Presbyterian Church.

Moreland Village At Palmetto Bluff, Bluffton, SC

Project Designer for water and stormwater modeling, stormwater drainage system design, sewer design, water, design, road design, computer modeling, demolition, and permitting serving the new conservancy building, classroom, pool amenity two restaurants three retail spaces and approximately 100 residential homesites.

Montage At Palmetto Bluff, Bluffton, SC

Project Designer for water and stormwater modeling, stormwater drainage system design, sewer design, water, design, road design, computer modeling, demolition, and permitting involved with the 13-building multi-phased project of the Montage Palmetto Bluff Hotel and Resort.

Eastern Wharf, Riverworks, Savannah, GA

Project Manager for the design, permitting, bidding assistance and construction services for the 300-unit apartments, 1,000 car parking garage, riverfront park, and multiple streetscape improvements to along the existing roads built by the previous developer.

Upper East River, Savannah, GA

Project Manager for the design, permitting, bidding assistance and construction services for the 102-lot townhome development along with streetscape improvements on the surrounding roads to serve the townhomes along with future mixed use development.

Eastern Wharf, Thompson Hotel, Savannah, GA

Project Manager for the design, permitting, bidding assistance and construction services for the 200-room hotel within the Eastern Wharf development along with streetscape improvements on the surrounding roads.

K. Hovnanian's Four Seasons At Carolina Oaks, Bluffton, SC

Project Manager for the design, permitting, bidding assistance and construction services for multiple phases of residential development for several hundred residential lots.

K. Hovnanian's The Lakes At New Riverside, Bluffton, SC

Project Manager for the design, permitting, bidding assistance and construction services for multiple phases of residential development for several hundred residential lots.

Sun City Hilton Head, Hardeeville, SC

Project Manager for the design, permitting, bidding assistance and construction services for multiple phases of residential development for several hundred residential lots.

JONATHAN GUY, P.E., AICP, PTOE

CIVIL ENGINEER / RESILIENCY

Kimley»Horn

**YEARS WITH FIRM**

22 Years

OFFICE LOCATION115 Fairchild Street, Suite 250
Charleston, SC 29492**HOURLY RATE**

\$160.00

EDUCATION

Bachelor of Science, Civil Engineering, University of North Carolina at Charlotte

REGISTRATIONSProfessional Engineer in SC and NC
American Institute of Certified Planners
Professional Traffic Operations Engineer**RELEVANT PROJECTS****Columbia Compass Comprehensive Plan, Columbia, SC**

Kimley-Horn worked with the City of Columbia to develop the transportation component of the Comprehensive Plan Update. This public planning process developed a vision, guiding principles, and action plan that align with the plan's other major elements, including housing, land use, natural resources, and community facilities. The transportation plan considered all modes of transportation—including personal vehicles, bicycles, pedestrians, transit, freight, and rail—and will guide the City's policies and infrastructure investments for the next several decades.

Charleston Threats and Vulnerability Assessment, Charleston, SC

Kimley-Horn is working with NEMAC+FernLeaf and the City of Charleston to develop a threats and vulnerability study for the City of Charleston. The study will identify known and unknown hazards for the City and develop measures to adapt to these hazards and mitigate adverse impacts. The project will focus on identifying vulnerable assets to rainfall event flooding, storm surge flooding, and significant weather event flooding.

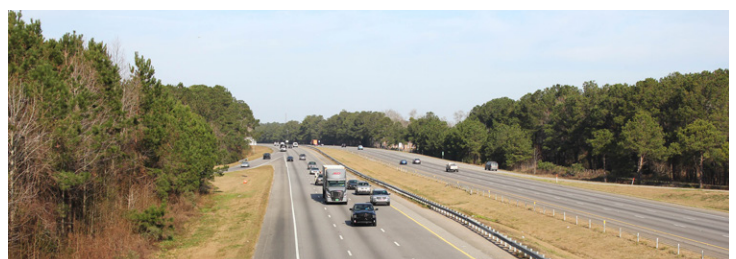
LATS Long Range Transportation Plan, Lowcountry, SC

Kimley-Horn prepared this Long Range Transportation Plan (LRTP) to conform to federal MAP-21 standards. As a part of the planning process, Kimley-Horn prepared a detailed analysis of key intersections and corridors within the region. The Kimley-Horn team developed a set of short-, mid-, and long-term transportation recommendations that addressed all modes of transportation in the region. Kimley-Horn recently was selected to lead an update to the current plan.

I-26 Corridor Management Plan, Berkeley/Charleston Counties, SC

Kimley-Horn, as the prime consultant, developed a comprehensive management plan for I-26 from the new Volvo interchange to US 17 and US 52 from US 78 to US 17 as a parallel route. The plan consisted of four categories of travel demand management, model options, traffic operations and safety, and capacity improvements. The study included evaluating 32 miles of mainline interstate and 13 interchanges excluding the I-26/I-526 system-to-system interchange.

Jonathan offers 22 years of wide-ranging experience in transportation planning and traffic operations. Specializing in the integration of transportation systems, he brings to this assignment a multidisciplinary approach to solving critical problems. His project experience encompasses interchange and roadway design, traffic impact analysis, interchange and corridor evaluations, traffic signal design, transportation safety, corridor planning, collector street planning, and parking analysis. He has worked on several complex projects involving coordination with both federal (FHWA, US EPA), state (NCDOT, SCDOT), and local review agencies. Jonathan also has extensive experience in coordinating and conducting the public involvement process.



JESSICA ROSSI, AICP

MARKET ANALYST

Kimley»Horn



YEARS WITH FIRM

16 Years

OFFICE LOCATION

200 South Tryon Street, Suite
200, Charlotte, NC 28202

HOURLY RATE

\$135.00

With 16 years of real estate market research and planning experience, Jessica brings a comprehensive perspective to all consulting assignments. Her involvement provides clients with detailed insights into demographic and development trends as well as the fiscal implications of different growth scenarios. She works on a wide variety of comprehensive planning and economic development assignments for local governments and regional agencies. Developer and investor clients also rely on Jessica's insight to determine demand for commercial and residential projects and to choose specific concepts to maximize marketability and value. As a national resource for Kimley-Horn, Jessica participates in assignments across the United States.

EDUCATION

Master of Arts, Community and Regional Planning, University of Rhode Island

Bachelor of Arts, Environmental Studies and Political Science, Alfred University

REGISTRATIONS

American Institute of Certified Planners

RELEVANT PROJECTS

Greer Community Master Plan, Greer, SC

Kimley-Horn developed a community master plan that best positions the community to achieve success against a set of goals and metrics that are clear, relatable, and important to City leaders and residents. We developed the planning process on the premise of performance planning, which is precise and empirically driven, but balanced with vision and creativity. The preferred growth strategy was supported by framework plans for transportation, utilities, and parks and open space. The plan also included a character map with detailed concept plans for areas highly susceptible to change.

Fort Mill Comprehensive Plan, Fort Mill, SC

Kimley-Horn completed a demographic and economic development analysis as part of a Comprehensive Plan for the Town of Fort Mill, SC. A second analysis for the subsequent update was also prepared. As part of the study, population, households, and household income trends were analyzed. Based on residential development activity and major public and private sector announcements, household and population forecasts were generated through 2040. Employment trends were also analyzed by industry.

Downtown Greenwood Market Analysis, Greenwood, SC

Kimley-Horn prepared a market analysis for Uptown Greenwood and, more specifically, for the vacant Kitson Mill property. The analysis documented economic anchors, existing conditions from a demographic and real estate market perspective, and, ultimately, forecasted supportable residential and commercial demand for the two areas. Based on the findings of Kimley-Horn's market assessment, a site analysis was prepared to provide guidance for the revitalization of the Kitson Mill property.

Devine Street Revitalization Plan, Columbia, SC

The intersection of Devine Street, Fort Jackson Boulevard and Cross Hill Road is a primary gateway and commercial node in the City of Columbia. Over time and through periods of economic growth and decline, the area has grown from a small collection of neighborhood-serving shops to a regional commercial center with a variety of local and national tenants. To maintain this momentum, the City initiated a planning process to study the area and prepare a plan and supporting implementation strategies. Kimley-Horn led the market analysis and economic development components of the analysis.



CHRISTIAN SOTTILE, AIA, PRINCIPAL

ARCHITECT



YEARS WITH FIRM

20 Years

OFFICE LOCATION

10 West Taylor Street
Savannah, GA 31401

HOURLY RATE

\$175.00

EDUCATION

Bachelor of Arts, Savannah College of Art & Design
Master of Urban Design and Architecture, Syracuse University

REGISTRATIONS

Registered Architect
National Charrette Institute
NCARB

RELEVANT PROJECTS

Preservation Manual, National Register Historic District, Bluffton, SC
Mount Moune & South Iredell Master Plan, NC
Civic Master Plan, Hutchinson Island Riverfront, Savannah, GA
Design Guidelines & Urban Principles, East Riverfront Master Plan, Savannah, GA
Civic Master Plan, East Riverfront, Savannah, GA
Plant Riverside Streetscape & Riverwalk, Savannah, GA
Downtown Expansion Civic Master Plan, Savannah, GA

Christian Sottile trained classically under the guidance of Savannah architect, John C. Lebey, FAIA, who attended the Ecole des Beaux Arts in Paris during the 1920's. After graduating as Valedictorian from the Savannah College of Art and Design, he was awarded a fellowship to continue urban research abroad in Italy. Sottile turned his attention toward expanding the role of the architect as a leader in issues of community planning, preservation and growth. Currently, Sottile serves as a principal of Sottile & Sottile, a Savannah-based firm working primarily in Nationally Registered Historic Districts. The firm's work includes urban design and civic architecture, and emphasizes historic research, urban analysis and community-wide engagement. Sottile's work has been featured in the New York Times, Preservation Magazine, Architect Magazine and Architectural Digest. He has lectured for the National Endowment for the Humanities, the American Planning Association and the Urban Land Institute. Concurrently with his practice, Sottile is a professor of architecture and urban design at the Savannah College of Art and Design and is the former dean of the SCAD School of Building Arts. In this role, he led the graduate and undergraduate programs in Architecture, Architectural History, Preservation Design, Interior Design, Furniture Design and Urban Design. Mr. Sottile has received over fifty awards for his work, including three international Charter Awards from the Congress for the New Urbanism, awards from the American Planning Association, The National Trust for Historic Preservation, and three National Honor Awards from the American Institute of Architects.



PROJECT UNDERSTANDING

The Town of Bluffton has recently completed a forward-looking Strategic Plan that captures the community's vision for its future and speaks to the quality of life issues so dear to its citizenry. The Vision of that Plan emphasizes the Town's position as a welcoming and inclusive community, committed to retaining its significant historic heritage, with livable neighborhoods, supportive of an active lifestyle and respect for the May River and the natural environment that it represents. This Comprehensive Plan update will serve as the overarching policy document that directs/informed decision-making in the implementation of these consensus-based goals and strategies over the ten-year period following its adoption.

Town growth has been exponential in recent years. Since 2001, the Town has expanded from 1-square mile in area to 54 square miles today while the population has grown by over 95% in just the past 10 years. The accomplishments over the past 20 years have been significant with the accommodation of extensive private development expansion while still protecting the natural environment of the May River watershed and the preservation/enhancement of the Old Town district, both of which represent the character that has driven that growth in the first place. Not a small feat.

Project Team

The leadership of this project begins with Brian Kinzelman, FASLA, AICP, LEED AP, serving as the Principal-in-Charge and primary point-of-contact for MKSK. Andrew Overbeck, AICP will serve as the Project Manager who will coordinate day-to-day logistics and oversee the development of project deliverables. Chris Hermann, AICP will serve as Principal Planner and comprehensive planning advisor with his recent experience leading South Carolina comprehensive plans for Greenville County and the City of Greer. Brad Strader will provide additional and extensive town planning expertise with a focus on transportation systems, internal and regional and the coordination with the various governmental agencies having jurisdiction over these systems. It is notable that all of these key leadership members are firm Principals, demonstrating the priority placed on this undertaking by MKSK and our commitment to bring the best of our senior-level experiences to the Town of Bluffton.

Our Project Team also includes a group of best-in-class consultants:

Sottile & Sottile Architects – community character, town planning

Kimley Horn – market analytics, resiliency planning

Thomas & Hutton – utility and infrastructure planning

Client Team

We understand the Town Manager and/or a member of the Growth Management Staff will act as the primary point-of-contact for this project. Additional staff is to be included in the "Client Team" at the discretion of the Town leadership. Throughout the planning process, our Project Team will communicate and coordinate with the Client Team to ensure the project advances according to the approved work plan. The Client Team will provide a consistent point of communication between the Project Team, Planning Commission, Stakeholder Groups, Town Council and the General Public. To ensure clear communication, we suggest the establishment of a standing biweekly Project Team-Client Team coordination meeting, to be conducted virtually.

Steering Committee

We propose the formation of a Steering Committee of approximately 6-8 members to oversee and guide the planning process. The Steering Committee will be comprised of Town staff, representatives of official reviewing bodies, key stakeholders, and representatives of relevant entities, such as business groups and community organizations, as recommended by the Client Team and approved by Town Manager and Town Council.

Stakeholder Groups

We propose a robust stakeholder engagement process, with focus group and one-on-one interviews at the beginning phase of the project. This group is to include representatives from a diverse array of community interests. We anticipate continued engagement with these key stakeholders throughout all phases of the project. They are to act in an advisory capacity to Town Council and Planning Commission and will aid in buy-in of the plan.

General Public

We firmly believe that soliciting input is important to the success of any community plan. Our proposed scope of services includes three "milestone" public meetings, open to all, to be scheduled at process inception with Plan Introduction and Assessment Overview, Needs Assessment/Goals and Policies Review, and Draft Comprehensive Plan Presentations. We will supplement these meetings with a series of online engagement tools, including surveys and mapping exercises, to generate public awareness of the project and solicit relevant input during the planning process.

PROJECT APPROACH

Based on this understanding of the project and services requested, we propose the following scope of service and preliminary schedule. This outlines a process for developing a complete Comprehensive Plan Update for the Town of Bluffton, consistent with the requirements specified by the South Carolina Local Government Comprehensive Planning Enabling Act of 1994. We propose a 6 Task process along with a preliminary schedule as described below in the detailed process.

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

TASK 1: RESEARCH, REVIEW & SUMMARY OF DATA, STANDARDS & TRENDS *MONTHS 1-3*

Kick-Off/Introduction and Assessment Overview Meeting

At inception of Task 1, the Project Team will conduct an initial start-up meeting with the Town leadership, Project Manager and others of the Client Team as identified this early to coordinate project logistics, information-sharing protocols, schedule/milestones, preliminary goals and objectives, discuss current initiatives, community interests, etc. This meeting will include the Town providing the Project Team with an executive summary of active planning efforts, development projects, capital improvements, and other relevant information. Additionally, the Project Team will conduct a town/planning area tour and begin the audit and begin to develop a baseline conditions report of existing conditions and trends leading to the Needs Assessment phase.

Perform Background Review & Research

The Project Team will review all relevant studies including but not limited to the current Town of Bluffton Comprehensive Plan, Old Town Master Plan, 2021-22 Strategic Plan, Unified Development Ordinance, regional transportation system information, planned improvements and future projects, infrastructure, drainage, environmental conditions and systems, GIS files, cultural and historic resources information, plans, and other information to identify the current conditions within the community and surrounding region as a means of establishing a baseline for recommendations and other components outlined in the scope of work. Town Staff to serve as resource for collection of this information and is to be augmented by independent research by the Planning Team.

Assessment Report

This report results from the compilation and analysis of the above research. These observations and conclusions will be synthesized and presented in the form of a baseline conditions report and will be analyzed relative the current Comprehensive Plan's responses to these conditions and how that may compare to regional and national trends and "best practices". This comparative analysis is instrumental in directing focus of the planning moving forward.

Conduct Community Tour & Audit

The Client Team will lead the Project Team on a community tour to better familiarize the team with Bluffton and its nuances and highlight issues and opportunity areas that should be addressed in the plan. During the community tour, the Project Team will

document and qualitatively assess the condition of selected neighborhoods, business districts, commercial corridors, and public facilities. Additionally, we will conduct an initial Growth Management Staff group meeting to provide a project overview, outline expectations for those members, and solicit input regarding upcoming tasks.

Engage Community Stakeholders

The Project Team will host up to seven community stakeholder roundtable meetings over two working days. The Client Team will be responsible for identifying attendees and scheduling these sessions, which are designed to engage elected and appointed officials, community group leaders, public agency representatives, key business and property owners, and individuals whose knowledge, experience and interests in Bluffton will add to the understanding of issues and opportunities to be addressed in the plan.

Conduct Public Meeting #1

With the above information in hand, the Project Team will prepare for and assist in the initial public meeting. The Project Team, with assistance from the Client Team, will conduct Public Meeting #1 to educate, inform, and pose questions about the future of Bluffton to the broader community. During this meeting, the Project Team will present the baseline conditions research and facilitate a discussion about critical community issues. The Project Team will conduct an overview presentation of the project to help educate the public, frame critical issues and opportunities.

Task 1 Deliverables

- Document review summary
- Development history & trends,
- Regional transportation system characteristics summary
- Infrastructure systems review & summary
- Economic conditions summary
- Environmental, cultural and historic resources summary
- Assessment Report of Baseline Conditions

Task 1 Meetings

- Project Kickoff Meeting
- Community Stakeholder Roundtables
- Steering Committee Meetings
- Public Meeting #1
- Biweekly Client Team Meetings

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

2 TASK 2: COMMUNITY OUTREACH & ENGAGEMENT STRATEGY *ONGOING*

Community outreach and engagement is embedded throughout this process, which begins and ends with the community involvement. As such, community Outreach & Engagement Strategy are not treated as a separate phase or task, but is to be discussed, vetted, with direction determined jointly at the outset of the planning process and is an overarching task throughout the entirety of the process. It is assumed that the Town leadership will likely be the “face” of this and other public meetings in that the Project Team is the professional planning support to the Town and this is the Town’s plan, not the consultant’s. That said, all necessary graphics, reports, presentation materials for a virtual or in-person meeting will be provided for by the Project Team. The Project Team is available and anxious to as involved in this (and other) public meeting as the Town leadership feels is appropriate and desirable. Format and messaging to be jointly determined by the Project and Client Teams.

The Project Team will work with the Client Team to develop a comprehensive community engagement and communications strategy at process outset. This document will identify the specific outreach methods, milestones, and responsible parties for engagement activities during the planning process. For this project, we propose the following methods and tools:

- Representative Steering Committee group and engagement in project milestone meetings throughout the process
- Stakeholder focus group conversations to build understanding of key topics with various interest groups in the community
- Dedicated project website and online surveys for consistent project communication and interactivity
- Social Media outreach tools for use on Town Facebook, Twitter, and Instagram pages
- Press releases and public announcements through Town and Project website
- Online and in-person Public Meetings targeting a broad public audience
- Mobile displays and/or tables at community events, which meet people where they are already gathering and invite them to participate in the process in their own time
- Other online or in-person workshops or meetings as are prudent through the process

Covid-19 pandemic has fundamentally changed the way planning processes engage the community. In light of the ongoing COVID-19 pandemic, MKSK has developed and successfully deployed creative and equally effective alternative methods to ensure we continue to have the vital conversations and interactions needed to keep projects moving forward – including work sessions, stakeholder meetings, and engagement with official bodies. We will continue to utilize and emphasize the use of project related websites, online surveys, online mapping platforms, and other digital engagement tools. We have access to and experience in utilizing interactive online software and conferencing platforms as appropriate to meet every contingency. Some of these tools include: custom website modules, Zoom conference public meetings, Zoom conference meetings with break-out room capabilities, Google My Maps, SurveyMonkey, Mentimeter, and more.

Task 2 Deliverables

- Community Engagement Strategy
- Project website construction
- Draft Public Meetings agendas

Task 2 Meetings

- Biweekly Client Team Meetings



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

3 TASK 3: NEEDS ASSESSMENT MONTHS 4-5

Prepare Needs Assessment Report

The Project Team will use a combination of qualitative observation, quantitative technical analysis, and GIS-based spatial analysis to assemble a detailed portrait of Bluffton today in terms of its existing development characteristics. This information will be presented as a series of base maps, diagrams, infographics, and summary tables, all of which will be formatted for use at future project meetings. The assessment report will include the following plan elements:

- Population
- Economic Development
- Natural Resources/environment
- Cultural/Historic Resources
- Community Facilities
- Housing
- Land use
- Transportation/Mobility
- Priority Investment

Market Analysis

Creating successful places requires a solid understanding of the economic conditions and opportunities within the community. Our approach involves analyzing baseline and historical conditions; the location, direction, and outcomes of investment decisions; and the use of real estate by various sectors of the local economy. We will synthesize these analytical factors to create an assessment of Bluffton's development strengths and weaknesses.

The Project Team will prepare a comprehensive market analysis to provide an overview of general market dynamics, economic drivers, and estimate future real estate demand in the Town of Bluffton. Future demand will be allocated within the Town based on attributes that attract different real estate types, including, but not limited to land availability, access to transportation corridors, visibility, and utility connections. Clear implementation strategies will be outlined that will support future growth and development. Ultimately, our process results in the creation of a future vision for Bluffton that is guided, in part, by the optimal mix of uses having the strongest market opportunities, all in keeping with the vision established by the Strategic Plan.

Task 3 Deliverables

- Needs Assessment Report

Task 3 Meetings

- Community Stakeholder Roundtables
- Steering Committee Meetings
- Biweekly Client Team Meetings



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

TASK 4: VISIONING & POLICY DIRECTION *MONTHS 6-8*

This Task will utilize a robust community engagement process to develop the big ideas for an aspirational, but realistic, consensus-based plan. This Task will include alternatives and strategies that address the needs Assessment elements, existing and new policies, priorities for pressing community issues, policy suggestions and physical planning concepts. Most critical will be the addressing of Strategic Focus Areas as identified in the Strategic Plan:

- Affordable/Workforce Housing
- Community Quality Of Life
- Economic Growth
- Fiscal Sustainability
- Infrastructure
- Transportation
- River/Watershed Environmental Integrity
- Resiliency

To augment this latter element, specific strategies for resiliency in addressing future environmental degradation and economic vulnerabilities will be provided and a part of this Team's experiences, research and best practices. We will prepare an analysis of the threats and vulnerabilities facing the Town of Bluffton. We will work to understand key assets the Town considers vulnerable, both physical and socio-economic, and develop strategies for responding to these threats. The critical focus of this effort will be to inform the plan goals, objectives, and implementation strategies to improve quality of life, economic opportunities and provide protections for the Town.

Develop Project Goals

Using the findings from the Needs Assessment report, stakeholder interviews, and public engagement, the Project Team will work with the Client Team to distill the findings of these efforts into a series of emerging project goals. These will be aspirational and achievable and will set the stage for establishing a consensus-based vision for the next decade and beyond. These ideas will set the stage for how the plan will unfold in terms of priority focus areas, objectives, and implementation strategies.

Best Practices Analysis

The Project Team will collect best practice examples related to items of focus in the Needs Assessment to demonstrate what other, similar communities have done well and successfully in similar circumstances that is transferable and could be applied to the Town of Bluffton.

Develop Focus Area Plans

The Project Team will develop three (3) concepts for catalytic focus areas within Bluffton to illustrate the potential of the plan components if implemented. These concept renderings can generate excitement and build support for the project and demonstrate the private investment that can be catalyzed with strategic public investment aligned with the plan. The Project Team will work with the Client Team to select the most appropriate study areas.

Transportation Plan Update

MKSK will lead the update of the current Transportation Plan. This will include an update of the data and travel forecasts, acknowledgment of significant improvements made since the Plan was adopted, and an outline of new issues and opportunities. Existing Plan goals will be refreshed and used as a framework to identify new policies and recommendations. In particular the update will focus on the following topics:

- New street classifications that integrate functional classification with land use, access and corridor character. This will include illustrated typical cross sections for each road type.
- Non-motorized planning and improvements, with a focus on safety and references to various best practice documents.
- Traffic management techniques along corridors where additional widening is not practical or not yet needed, such as access management, minor design changes, intersection improvements, or new traffic signal technologies.
- Attention to non-motorized transportation as part of transportation impact studies and site plan/development reviews.
- An eye toward future transportation technologies – preparing infrastructure for connected and autonomous vehicles such as pavement markings, reflective signs, connected technology like "roadside units" at intersections (once the FCC clarifies the current bandwidth issue), 5G network especially for certain corridors, electric vehicle charging, and similar preparatory strategies.

Follow-up Community Stakeholders Meeting

The Project Team may feel it necessary to engage stakeholders again, reach out to those unavailable or not fully engaged initially or others that may evidence themselves as having important voices to the process. Such meetings afford the Project team with an opportunity to "test" certain concepts and strategies to validate some of the findings of the Needs Assessment analysis.

Conduct Public Meeting #2

The Project Team, with assistance from the Client Team, will conduct Public Meeting #2. This meeting will be highly interactive with robust public participation encouraged. Based on understandings of the Needs Assessment, stakeholder and public meeting input, visioning meetings, surveys and public comment through outreach programs, discussions will center around community needs that lead to refining of goals and shaping of policies and actions. Whether virtual or in-person, this event will include a variety of interactive stations, mapping exercises, visual preference surveys, and discussion venues. The feedback generated during the event will be summarized as a set of community priorities, preferences, and concerns that will guide the development of the comprehensive plan.

Task 4 Deliverables

- Public Meeting #2 Summary
- Draft Project Goals
- Planning alternatives and strategies
- Focus area plans
- Market analysis
- Resiliency recommendations
- Transportation Plan update recommendations
- Best practices study

Task 4 Meetings

- Public Meeting #2
- Community Stakeholders Meeting
- Biweekly Client Team Meetings

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

5 TASK 5: PLAN REFINEMENT *MONTHS 9-11*

Building on the tasks performed in Task 4, the planning process will conclude with the synthesis of the goals, strategies, and plan concepts into draft and final plan documents. The final comprehensive plan will be a graphically-rich, user-friendly guidebook that documents activities and results of the entire planning process, paints a compelling picture of how the community desires to move forward, and provides a plan of action to achieve the shared vision for the Town of Bluffton as it realizes the direction outlined by its Strategic Plan.

Creating Strategic Planning Framework

The Project Team will develop a strategic framework of preliminary objectives and strategies that will become the foundational elements of the plan. Each of these elements will be summarized with representative imagery, maps, diagrams, and supporting narrative appropriate for the topic. We anticipate that some of these items will be addressed at a general policy level of detail, with a targeted focus on key components that will serve as priorities for affecting change and achieving goals and priorities over the coming years. The strategic planning framework is typically grouped into the following categories:

- Population growth and household change
- Land use, zoning, and development policies
- Transportation, access, street design, and connectivity strategies
- Natural resources, environmental preservation approaches
- Parks and public spaces opportunities
- Community core growth and jurisdictional partnership strategies
- Focus areas and priority corridor concepts
- Old Town District identity and historic preservation strategies
- Economic development, business location, and competitive differentiation considerations
- Public services, facilities, and infrastructure to support community development.

Develop Draft Future Land Use Map

The Project Team will work with Client Team and Steering Committee to develop a draft future land use map for the Town. The future land use map will align with the strategic planning framework and will be influenced by an analysis of constraints and opportunities for future development. The assumptions and strategies behind the draft future land use map will be clearly outlined with data and infographics.

Solicit Steering Committee & Stakeholder Feedback

The Project Team will present the findings and draft recommendations to the Steering Committee and selected community stakeholders. During this meeting, the Project Team will solicit input regarding the strategic planning framework and draft future land use map. Attendees will provide feedback to the Project Team, which will then inform the development of the draft plan document.

Develop Draft Plan Document

MKSK will deliver a draft plan document (in digital format) for review by the Client Team and Steering Committee. The plan will generally follow the outline of the strategic planning framework and will identify initiatives to advance Bluffton as a community of choice over the next decade. Plan contents to include:

- Executive Summary
- Town overview including history
- Existing conditions inventory
- Plan components:
 - o Population
 - o Economic Development
 - o Natural resources and resiliency
 - o Cultural resources
 - o Community facilities
 - o Housing
 - o Land use
 - o Transportation

- o Priority investment areas
- Needs, goals, objectives per element
- Implementation strategy/timeline per element

We anticipate providing for thorough review and comment period for the draft plan by the Client Team and Steering Committee. The Client Team will coordinate all comments into a single redline markup for review with the Project Team. It will be important to resolve any potentially conflicting or unclear comments into specific direction for incorporation into the refined draft document.

Refine Plan Document

The Project Team will incorporate recommended revisions that have been compiled, approved, and provided by the Client Team. This refined plan will include all maps, text descriptions, diagrams, graphics as necessary to adequately communicate to the public. Following incorporation of the revisions and refinements, a draft plan will be presented to Client Team, Growth Management Staff, other Town groups as determined by Town leadership. Upon sign-off from the Client Team, the draft plan will be made available for public review.

Conduct Public Meeting #3

The Project Team will work with the Client Team to conduct Public Meeting #3. This meeting will include a formal presentation and open house that will provide an overview of the planning process, highlight the structure and components of the plan, and provide an emphasis on project vision, big ideas, and next steps necessary to turn plan recommendations into reality. Following this event and additional Client Team input (via a single, agreed-upon redline markup), the Project Team will develop a final round of edits and revisions to the plan document.

Task 5 Deliverables

- Strategic Planning Framework
- Draft Future Land Use Map
- Draft (refined) Plan Document

Task 5 Meetings

- Public Meeting #3
- Steering Committee Meeting
- Stakeholder Meeting
- Biweekly Client Team Meetings

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

TASK 6: PLAN PREPARATION & PUBLICATION *MONTH 12*

Final Plan Document

The final Comprehensive Plan will be a graphically-rich, user-friendly guidebook that documents activities and results of the entire planning process, paints a compelling picture of how the community desires to move forward, and provides a plan of action to achieve the shared vision for the Town of Bluffton as it realizes the direction outlined by its Strategic Plan. Clarity of that messaging is concluded here.

Assist in Final Plan Adoption

MKSK will assist in presenting the final comprehensive plan to Planning Commission and Town Council as part of the Comprehensive Plan Update adoption process. It is anticipated that minor revisions will be requested through this adoption process and the Project Team will make these as authorized by the Client Team. Upon finalization of the comprehensive plan, MKSK will prepare and deliver a final digital version of the plan document.

Task 6 Deliverables

- Digital Final Plan Document
- Document Designs and Base Materials for Future Town Use

Task 6 Meetings

- Steering Committee Meeting
- Adoption Process Presentations, Planning Commission & Town Council
- Biweekly Client Team Meetings

It is anticipated that this project will take approximately 12 months minimum to complete. This schedule is dependent on timely reviews of project work by the Client Team, the Steering Committee, Stakeholder Groups, Planning Commission and Town Council. MKSK can begin work immediately upon contract agreement. Specific dates may be subject to change based on further discussion between MKSK and the Client Team.

Assumptions

- The Client will be responsible for identifying individual members of stakeholder groups. MKSK will assist the Client Team in this effort.
- The Client will be responsible for coordination of all public meetings and stakeholder group meetings, including meeting times, locations, invitations, and costs associated with those meetings. MKSK will provide agendas, notices, questionnaires, surveys and/or any materials related to these meetings, to be considered as project expenses.
- The Client will be responsible for all mailings, fees associated with mailings, and all contact with the media regarding this project and the posting of all project information to the Town website and social media accounts. MKSK will coordinate the posting of information.
- All base information including but not limited to aerial photographs, base mapping, and existing development conditions, if not already in the possession of MKSK, is to be made available by the Town.
- Local approval of the plan will be coordinated by the Client Team, with assistance from MKSK as described in this Scope of Services. The Client Team will generate all formal documentation necessary for plan adoption.
- Any additional meetings not anticipated in this Scope of Services will be performed on an hourly basis or by separate agreement.
- Assessment of cultural and historic resources will include review of existing studies, plans and inventories in addition to field surveys as outlined in this scope. Any additional historic, architectural, or archeological analysis will be negotiated as an additional if-authorized service.





Town of Bluffton
Request for Qualifications 2021-20
Comprehensive Plan Update and Planning Services
Pricing Sheet

This Pricing Sheet shall serve as an exhibit to the resulting contract. List all job titles and hourly rate. Include subcontractor titles and hourly rates as appropriate. Add rows as needed until all job titles are listed.

For Respondents replying to the Planning Services scope, the table below will serve as the financial basis for the level of effort for every task order quote requested.

For Respondents replying to the Comprehensive Plan Update, please use the table below and continue to the next section.

Job Title	Hourly Rate
Senior Planner	\$ 210.00
Senior Planner/ Project Manager	\$ 210.00
Project Planner/Urban Designer	\$ 150.00
Project Planner/Zoning	\$ 125.00
Urban Designer	\$ 125.00
Architect	\$ 175.00
Senior Civil Engineer	\$ 250.00
Civil Engineer	\$ 190.00
Civil Engineer	\$ 150.00
Civil Engineer/Resiliency	\$ 160.00
Market Analyst	\$ 135.00

For Respondents replying to the Comprehensive Plan Update ONLY: using the job titles and rates above, please provide a detailed level of effort for each of the Comprehensive Plan Update deliverables. Add or subtract rows in each table as required. **If this section is not applicable to your submission, please strike through and still submit all pages.**

TASK 1: Research, Review, and Summary of Existing Data, Standards and Trends

Job Title	Description of Subtask	Number of Hours Required	TOTAL
Senior Planner		40	\$8,400
Senior Planner/PM		24	\$5,040
PP/Urban		60	\$9,000
PP/Zoning		10	\$1,250
Urban Planner		16	\$2,000
Senior Civil		10	\$2,500
Civil Engineer		48	\$7,200
GRAND TOTAL FOR TASK 1			\$35,390

TASK 2: Community Outreach and Engagement Strategy Throughout Project

Job Title	Description of Subtask	Number of Hours Required	TOTAL
SP		64	\$13,440
SP/PM		90	\$18,900
PP		120	\$18,000
UP		84	\$10,500
Arch		12	\$2,100
GRAND TOTAL FOR TASK 2			\$62,940

TASK 3: Needs Assessment

Job Title	Description of Subtask	Number of Hours Required	TOTAL
SP		10	\$2,100
SP/PM		20	\$4,200
PP		32	\$4,800
UP		24	\$3,000
Civil		26	\$5,000
Market		177	\$24,000
GRAND TOTAL FOR TASK 3			\$43,100

TASK 4: Visioning and Policy Direction

Job Title	Description of Subtask	Number of Hours Required	TOTAL
SP		24	\$5,040
SP/PM		28	\$5,880
PP		40	\$6,000
UP		40	\$5,000
Senior Civil		8	\$2,000
Civil		40	\$6,000
Resiliency		53	\$8,500
Architect		94	\$16,450
GRAND TOTAL FOR TASK 4			\$54,870

TASK 5: Plan Refinement

Job Title	Description of Subtask	Number of Hours Required	TOTAL
SP		30	\$6,600
SP/PM		40	\$8,080
PP		30	\$4,500
UP		40	\$5,000
Resiliency		53	\$8,500
Civil		50	\$7,500
Architect		45	\$8,000
GRAND TOTAL FOR TASK 5			\$48,180

TASK 6: Preparation and Publication of a Draft Comprehensive Plan

Job Title	Description of Subtask	Number of Hours Required	TOTAL
SP		30	\$6,600
SP/PM		42	\$9,240
PP		50	\$7,500
UP		70	\$8,750
GRAND TOTAL FOR TASK 6			\$32,090

ATTACHMENT 3

ATTACHMENT 3

PRICING

For Respondents replying to the Comprehensive Plan Update ONLY: using the job titles and rates above, please provide a detailed level of effort for each of the Comprehensive Plan Update deliverables. Add or subtract rows in each table as required. **If this section is not applicable to your submission, please strike through and still submit all pages.**

TASK 1: Research, Review, and Summary of Existing Data, Standards and Trends

Job Title	Description of Subtask	Number of Hours Required	TOTAL
Senior Planner		40	\$8,400
Senior Planner/PM		24	\$5,040
PP/Urban		60	\$9,000
PP/Zoning		10	\$1,250
Urban Planner		16	\$2,000
Senior Civil		10	\$2,500
Civil Engineer		48	\$7,200
GRAND TOTAL FOR TASK 1			\$35,390

TASK 2: Community Outreach and Engagement Strategy Throughout Project

Job Title	Description of Subtask	Number of Hours Required	TOTAL
SP		64	\$13,440
SP/PM		90	\$18,900
PP		120	\$18,000
UP		84	\$10,500
Arch		12	\$2,100
GRAND TOTAL FOR TASK 2			\$62,940

TASK 3: Needs Assessment

Job Title	Description of Subtask	Number of Hours Required	TOTAL
SP		10	\$2,100
SP/PM		20	\$4,200
PP		32	\$4,800
UP		24	\$3,000
Civil		26	\$5,000
Market		177	\$24,000
GRAND TOTAL FOR TASK 3			\$43,100

TASK 4: Visioning and Policy Direction

Job Title	Description of Subtask	Number of Hours Required	TOTAL
SP		24	\$5,040
SP/PM		28	\$5,880
PP		40	\$6,000
UP		40	\$5,000
Senior Civil		8	\$2,000
Civil		40	\$6,000
Resiliency		53	\$8,500
Architect		94	\$16,450
GRAND TOTAL FOR TASK 4			\$54,870

TASK 5: Plan Refinement

Job Title	Description of Subtask	Number of Hours Required	TOTAL
SP		30	\$6,600
SP/PM		40	\$8,080
PP		30	\$4,500
UP		40	\$5,000
Resiliency		53	\$8,500
Civil		50	\$7,500
Architect		45	\$8,000
GRAND TOTAL FOR TASK 5			\$48,180

TASK 6: Preparation and Publication of a Draft Comprehensive Plan

Job Title	Description of Subtask	Number of Hours Required	TOTAL
SP		30	\$6,600
SP/PM		42	\$9,240
PP		50	\$7,500
UP		70	\$8,750
GRAND TOTAL FOR TASK 6			\$32,090

ATTACHMENT 4

INSURANCE COVERAGES

Workers Compensation – Contractor shall maintain Worker's Compensation Insurance & Employers Liability in accordance with the State of South Carolina Code.

Business Auto Policy – Contractor shall maintain Business Automobile Liability at a limit of liability not less than \$500,000 each occurrence for all owned, non-owned and hired automobiles.

Commercial General Liability –Commercial General Liability for public liability during the lifetime of a contract shall have minimum limits of \$1,000,000 per claim, \$2,000,000 per occurrence for Personal Injury, Bodily Injury, and Property Damage Liability. Coverage shall include Premises and/or Operations, Independent Contractors, Products and/or Complete Operations, Contractual Liability and Broad Form Property Damage Endorsements. Coverage shall not contain an exclusion or limitation endorsement for Contractual Liability or Cross Liability. Coverage for the hazards of explosion, collapse and underground property damage (XCU) must also be included when applicable to the work to be performed. All insurance policies shall be issued from a company or companies duly licensed by the State of South Carolina. Specific endorsements will be requested depending upon the type and scope of work to be performed.

Professional Liability (for Professional Services only) –Contractor shall maintain Professional Liability or equivalent Errors & Omissions Liability at a limit of liability not less than \$1,000,000 Per Occurrence. When a self-insured retention (SIR) or deductible exceeds \$10,000, the Town reserves the right, but not the obligation, to review and request a copy of Vendors most recent annual report or audited financial statement.

Additional Insured Requirements – Except as to Workers' Compensation and Employers' Liability, said certificate(s) shall clearly state that coverage required by the contract has been endorsed as follows:

The Town of Bluffton, a municipality of the State of South Carolina, its officers, agents and employees as additional insured.

The Certificate of Insurance shall unequivocally provide thirty (30) days written notice to the Town prior to any adverse changes, cancellation, or non-renewal of coverage thereunder. Said liability insurance must be acceptable by and approved by the Town as to form and types of coverage.

Proposed Motion

**Approval of a Contractual Agreement Relating to the Rewriting of the Comprehensive Plan –
Heather Colin, Director of Growth Management**

“I move to approve a Contractual Agreement Relating to the Rewriting of the Comprehensive Plan”