

TOWN OF LAKE PARK

OCTOBER 24, 2023

Submitted by:



for
Landscape Architecture
Irrigation Design
Urban Planning



7th Street Pocket Park, Lake Park

Proposal Contact:

Jennifer Morton, PLA, LEED AP

Phone: (561) 371-9384 • Email: jmorton@jmortonla.com

**3910 RCA Blvd., Suite 1015 • Palm Beach Gardens, Florida 33410
(561) 500-5060 • office@jmortonla.com • www.jmortonla.com**

Table of Contents

Section	Page No.
Designation of Qualified Discipline Form (Exhibit I)	3-4
Experience of Firm and Sub-Consultants	5-23
Project Experience	6-12
Availability of Qualified Personnel	13
Organization Chart (Exhibit B)	14
Quality Control.....	15
Past Performance Municipalities, Other Government Agencies, Town of Lake Park	16-18
References	19-21
Licenses and Registrations	22
Conflict of Interest Disclosure	23
Experience of Employees Assigned to the Town	24-34
Resumes	25-33
Team Communication.....	34
Communication	35-36
Location	36
Communication Approach.....	36
Availability/Scheduling Capacity	37-38
Resources for Project Deadlines.....	38
Project Workload.....	38
Knowledge/Understanding of Town	39-43
Government Process	40
Engineering/Technical Capability	40
Development Activity and Capital Program	40
Familiarity with Technology	40
Direct Work for the Town.....	41-43
Exhibit H	45
Addendums	46-63

EXHIBIT I

DESIGNATION OF QUALIFIED DISCIPLINE FORM

Proposed Discipline(s)

Please indicate for which discipline(s) that your firm wishes to be considered by checking next to the discipline(s) shown below and indicating whether services will be provided by 1. Employees of your firm, 2. Sub-contractors, or 3. Both.

Respondents shall include information regarding individuals who will be responsible for this discipline and provide experience and qualifications for each discipline as a part of Respondent's Narrative Response.

<i>Qualified Discipline</i>	<i>Firm's Employees</i>	<i>Sub-Contractor</i>	<i>Firm's Employees and Subcontractor</i>
General Civil Engineering and Roadway Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stormwater Engineering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation Consulting (i.e., Traffic Engineering)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engineering and planning studies/investigations, preparation of plans and specifications, provide bidding assistance, inspection, and administration of construction, permitting of TOWN roads, bridges and other horizontal control work as required in the implementation of the approved capital program.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Architectural, (preferably with experience in historic preservation work)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Electrical, Supervisory Control and Data Acquisition (SCADA), and geographical information systems (GIS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environmental Planning and Studies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Irrigation Design	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Landscape Architectural	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Land Surveying and Mapping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mechanical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Urban Planning (AICP Certification preferred)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

END OF RFP 113-2023 DOCUMENT.

P:\DOCS\26508\00001\DOC\28H4116.DOCX

EXPERIENCE OF FIRM AND SUB-CONSULTANTS



Cobblestone Commons, Boynton Beach, Florida

Services: Neighborhood Outreach | Future Land Use Amendment | Comprehensive Plan Text Amendment | Rezoning
| Urban Design | Site Plan Approval | Variance Approval

PROJECTS

JMorton Planning & Landscape Architecture was incorporated in 2014, and from the beginning, public sector work has been a major focus. We have an extensive portfolio of government and municipal projects, dating back to the firm's founding. Here are some of our recent endeavors, relevant to the requirements of the RFP.

West Riviera Beach Elementary School Modernization | School District of Palm Beach County

Contact: Jorge Fuentes | Principal

Phone: (561) 655-2423 | Email: jfuentes@songandassociates.com

Performance Period: 2021 - 2024

Consultant: Song & Associates

Subconsultant: JMorton Planning & Landscape Architecture

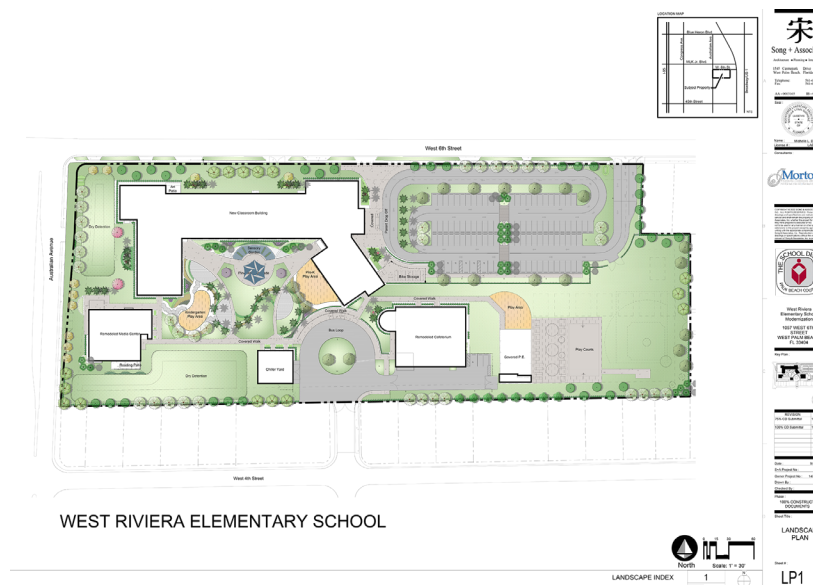
Contract Amount: \$32,855

Services: Schematic Landscape Plans | Design Document Preparation | Existing Site and Tree Analysis | Hardscape Design | Permitting | Construction Administration

The modernization of West Riviera Beach Elementary School includes the construction of a new classroom building, chiller yard, relocated parking lot, and the renovation of the media center and cafeteria buildings. Blending the proposed modernized classrooms into the existing site and neighborhood character was accomplished by landscape buffers that include canopy and accent trees, palm groupings with hedges placed along the fence to provide both privacy where desired and clear site lines into the property with safety and security in mind.

The u-shaped classroom building sets the foundation for the interior courtyard. Bordered by play areas, the interior green space is accented by a pinwheel sunshade and sensory garden to the north. Colors, textures, and scents are highlighted in the garden, both in the raised planters, as well as the bordering planting beds. Changes in pavement surface textures and colors distinguish the sensory garden from the remainder of the green space in the courtyard. Undulating beds of plant material roll through the planters, hugging the play areas and paver plazas creating a strong design theme. Palms are utilized in the central portion of the courtyard to further highlight the swirl pattern, while canopy trees are positioned along the play areas to provide shade. Utilizing the School District's approved plant palette, texture and color plays an important role in ensuring the tiered rows are distinct and purposeful.

Budget is always a concern for the School District and by creating a central courtyard, it allows for a large portion of the budget to be spent where it will be the most impactful, creating a space unique to the School.



PALM BEACH COUNTY PARKS AND RECREATION DEPARTMENT

Address: 2700 6th Avenue South | Lake Worth, FL 33461

Primary Contact: Mark Beatty, AIA, Architecture Green, LLC

Phone: 561.249.6371 | Email: msb@architecturegreenllc.com

Projects: Canyon District Park | Bert Winters Park | Villages of Windsor Dog Park



Canyon District Park

Performance Period: 2017 - Ongoing

Consultant: Architecture Green, LLC

Sub-consultant: JMorton Planning & Landscape Architecture

Contract Amount: \$66,522

Services: Neighborhood Outreach | Conceptual Landscape Design | Landscape Contract Documents and Specification

JMorton continues to provide both land use planning and landscape design/hardscape design for Palm Beach County's Canyon District Park. The initial scope of work for this regional park included neighborhood outreach and site plan approval, followed by conceptual landscape design through to final landscape contract documents and specifications.

The project entry signage was upgraded to incorporate Florida field stone while native plant material will also be used as a backdrop. Native plant material is used throughout the site including littoral planting along the lake bank.

The entry and streetscape were designed to create vistas and view-sheds into the lake and littoral areas. Raised planters were incorporated into the concession area to soften the hardscape and provide for informal seating. The planters were sized to allow for the mature canopy tree growth to provide a shaded seating area.

Park program design elements include a multi-use bike and exercise fitness trail, active and passive recreation areas, and picnic pavilions. The retention ponds are designed as park amenities with a gently sloping bank and the littoral areas use varied elevations to provide for a greater range of wetland plant types.



PALM BEACH COUNTY PARKS AND RECREATION DEPARTMENT *continued*

Villages of Windsor Dog Park

Performance Period: 2017 - Ongoing

Consultant: Architecture Green, LLC

Sub-consultant: JMorton Planning & Landscape Architecture

Contract Amount: \$24,400

Services: Neighborhood Outreach | Conceptual Landscape Design | Landscape Contract Documents and Specification

The Villages of Windsor Dog Park is a long-awaited companion to Canyon District Park. Located on an underutilized piece of land, surrounded by residential communities, this Palm Beach County public park combines waterfront, walkability, and a well-appointed dog park into its design.

Surrounding communities desired a local dog park and JMorton was able to maximize the use of the space and provide active and passive uses in addition to the dog park. The park also includes a walking trail, pickleball courts, benches, and ample parking for local residents.

JMorton leads the team starting with the entitlement process for Palm Beach County and will put the finishing touches on the site with landscape treatment. The proposed landscape includes multiple species of canopy trees, ensuring that in the future, the walkways and dog park are provided with ample shade and both humans and canines will enjoy the park. Along with native canopy trees, groups of palm trees and clusters of flowering trees will create scenic vistas across the lakes. Xeriscape shrub masses outside the fenced-in dog areas create habitat for pollinators and birds, while remaining drought tolerant and low maintenance.



PALM BEACH COUNTY PARKS AND RECREATION DEPARTMENT continued

Bert Winters Park

Performance Period: July 2022 - Ongoing

Consultant: Architecture Green, LLC

Sub-consultant: JMorton Planning & Landscape Architecture

Contract Amount: \$52,115

Services: Landscape Architecture Design | Construction Documents

Bert Winters Park is a 16.5 acre park with waterfront access situated between Jupiter and Palm Beach Inlets. The Park's construction has a three phased approach, with Phase I being previously constructed and consisting of active uses including a soccer field, baseball field, and a well utilized boat ramp. Phase II will complement the park's active uses with the addition of a play ground and picnic area. The existing boat ramp and tennis courts will be renovated, and the Rowing Club is to be relocated to a better suited site within the County. With the addition of the day use areas, the park invites families to enjoy the waterfront park more passively.

The phased approach to Bert Winters requires coordination, management, and mitigation of possible concerns as the Park is to remain open during construction and is adjacent to single family residential. Working with the Parks & Recreation Department, Zoning Division, and the homeowner, JMorton has been able to negotiate utilizing the existing berm and native Seagrape grove to meet the intent of the landscape buffer. By utilizing existing native vegetation, the high level of screening between the two uses will be maintained.



City of Riviera Beach Continuing Services | City of Riviera Beach, Florida

Contact: Clarence Sirmons, AICP | Director of Development Services

Phone: (561) 845-4062 | Email: csirmons@rivierabeach.org

Performance Period: 2022 - Ongoing

Consultant: JMorton Planning & Landscape Architecture

Contract Amount: Time and Materials

Services: Permit, Site Plan and Project Review | Preparation of Review Documents and Reports | Preparation of Presentation Materials

JMorton has provided Planning Services to the City of Riviera Beach since 2022. JMorton works directly with the Development Services Director to review both Site and Landscape Plans for Site Plan, Land Use, Rezoning, and Plat applications. JMorton's staff of both Landscape Architects and Planners provide comprehensive plan review for consistency with the City's land development code, including projects in the downtown district and high profile projects. Detailed plan review comments, including code sections for every reference, are entered directly into the Energov system for all Planning and Zoning applications. JMorton also provides building permit review services for the City.

In addition to plan review, we are happy to meet with applicants to discuss comments and come to solutions that lead to approval as well as attend pre-application meetings to discuss the City's land development code requirements and guide potential applicants through the review process.

Village of North Palm Beach Continuing Services | North Palm Beach, Florida

Contact: Caryn Gardner-Young | Community Development Director

Phone: (561) 841-3365 | Email: cgardner-young@village-npb.org

Performance Period: October 2023 - Ongoing

Consultant: JMorton Planning & Landscape Architecture

Contract Amount: Time and Materials

Services: Site Plan Plan Review and Permit Review | Planning and Landscape Architecture Continuing Services Consultation

JMorton was awarded the contract for General Planning Services in October 2023 and look forward to servicing the Village to the maximum capacity. To date we have provided permit review and are on call for services related to Comprehensive Plan review, code amendment drafting, preparation of planning studies and interpretations, as well as attendance at Village Council, Commission Meetings, community meetings, etc.

In addition to general planning services, the JMorton team will provide Landscape Plan review and inspections and any graphic renderings the Village may need.

Earman Bridge - Village of North Palm Beach | FDOT District Four

Contact: Chris Mafera | Real Estate Analysts, LLC

Phone: (954) 884-5002 Ext. 1 | Email: cmafera@reanalysts.com

Performance Period: December 2020 - July 2023

Consultant: Real Estate Analysts, LLC

Subconsultant: JMorton Planning & Landscape Architecture

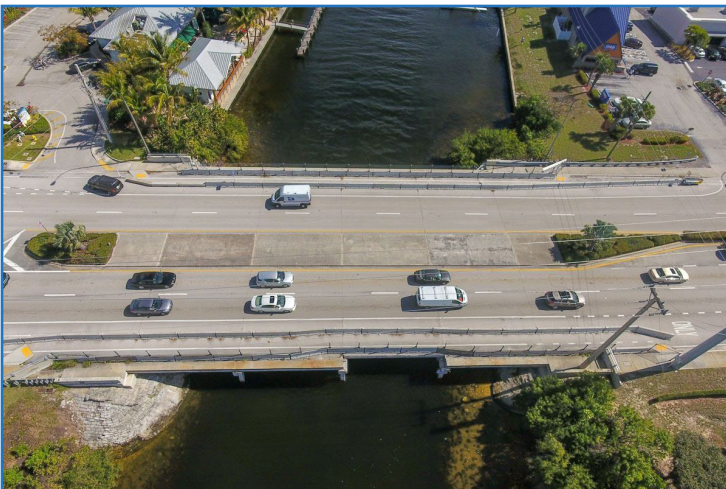
Contract Amount: \$35,000

Services: Planning Services: Due Diligence | Code Review | Review of Cure Site Plans | Preparation of Planning Analysis Related to Property Development Potential Pre/Post FDOT Right-Of-Way Taking

JMorton provided planning services as part of an FDOT Consultant team comprised of an appraiser, surveyor and civil engineer to determine development potential and property value of land subject to right-of-way acquisition.

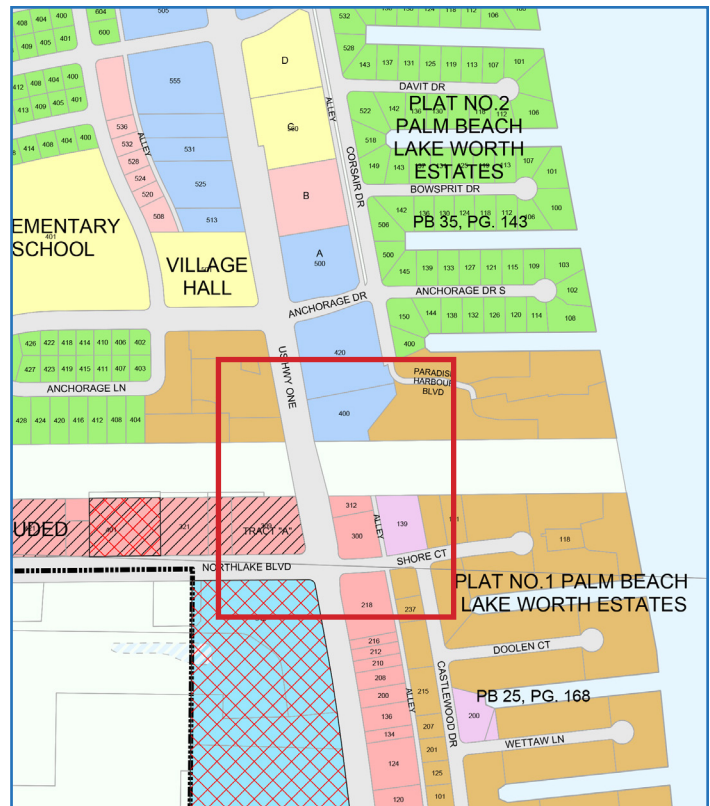
The Earman Bridge FDOT project is located within the Village of North Palm Beach on the east and west sides of US Highway 1, just north of Northlake Boulevard. As part of the FDOT project to raise and widen this bridge, additional right-of-way was needed to accommodate the proposed improvements.

Five properties were impacted and a thorough analysis was required in order to determine the fair market value of the land being condemned by FDOT. JMorton worked with Village Staff to review current development approvals and future development proposals for those properties impacted by the condemnation proceedings. The analysis presented to the appraisal team and FDOT included analysis of existing site conditions, current land use and zoning regulations, current site plan approvals, and impacts of the proposed acquisition on the affected properties.



Other FDOT projects:

- Indian River County
- Sunrise Property
- Sawgrass



Village of Palm Springs Public Safety Building | Village of Palm Springs

Contact: Henrique Certad | Song and Associates, Inc.

Phone: (561) 655-2423 xt. 121 | hcertad@songandassociates.com

Performance Period: 2022 - Ongoing

Consultant: Song and Associates, Inc.

Subconsultant: JMorton Planning & Landscape Architecture

Contract Amount: \$28,000

Services: Conceptual Landscape Design | Final Contract Documents & Specifications

The Palm Springs Public Safety building is located within the municipal campus of Palm Springs. The expansion of the existing building also includes modifications to the parking lot, securing a portion of the site, relocating existing trees and water feature, as well as providing an outdoor patio space for the employees.

The proposed landscape design incorporates plant material from the existing campus as part of the overall master plan. Additional shade trees are proposed in the parking lot to provide shade and reduce the heat island effect.

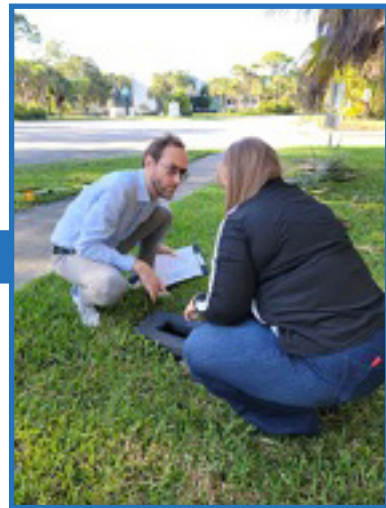


AVAILABILITY OF PERSONNEL

Just as each project is unique, so is the JMorton team we select for each project. Once the scope is defined, we will assign the team members best suited to take the project to conclusion. All of our team members have excellent communication and presentation skills. They are capable and confident in the role of project lead, but where work demands support as an extension to Town staff, they are ready to contribute. Over the years, our professional staff has established a successful track record both behind the scenes developing consensus or being the face of the project at public meetings by making presentations to communities, government/civic organizations and elected officials.

The JMorton team serves both public and private sector clients. This balance affords us the ability to shift focus on an on-going basis. As government contracts for continuing services are awarded, efforts devoted to potential work in the private sector can be reduced to preserve the necessary time and personnel for the continuing services contracts.

We also understand things can change or unforeseen circumstances occur which require prompt attention by the Town's consultant. JMorton is committed to being available at a moment's notice. Exceeding client expectations is a priority. As with all our projects, the entire JMorton team is driven and determined to render excellent service.



TOWN OF LAKE PARK TEAM



Jennifer Morton
President

URBAN PLANNING



Lauren McClellan
Director of Planning

LANDSCAPE ARCHITECTURE



Michelle Duchene
Director of Landscape Architecture & Design



Alex Ahrenholz
Project Manager



Maryori Velasco
Project Manager



Hays Henderson
Project Manager



Kinsey Bullock
Sr. Landscape Designer



Rebekah Wadsworth
Landscape Designer

IRRIGATION DESIGN



Coy Patrick
Owner, Head 2 Head Irrigation

QUALITY CONTROL

JMorton believes in active listening, open and honest dialogue and sharing ideas. After going through this process and developing a complete understanding of expectations, we can identify the scope of work and the staff necessary to achieve the desired result. This also includes establishing an agreed upon schedule and budget.

Throughout the project, both the Principal and Project Manager will be in contact with the Town representative to monitor the quality of work and adherence to the schedule and budget. JMorton will also work closely with our sub-consultant to maintain the highest level of quality control.

As with all projects, the entire JMorton team is capable and can be available should unexpected changes or needs arise. In addition, we provide our clients with a general office number that is answered from 8:00 am - 5:00 pm Monday - Friday, direct phone numbers and cellular numbers for the leadership team.



OTHER MUNICIPAL AND GOVERNMENT PROJECTS

City of Boca Raton Golf Course | Boca Raton, FL

Address: 201 West Palmetto Park Road | Boca Raton, FL 33432
Contact: Brandon Schaad | Development Services Director
Phone: (561) 393-7789 | Email: bschaad@ci.boca-raton.fl.us
Performance Period: June 2021 - September 2021
Services: Planning Services including Due Diligence, Code Review and Application of Code Language, Meetings and Representation

City of Delray Beach Continuing Services | Delray Beach, FL

Address: 100 N.W. 1st Avenue | Delray Beach, FL 33444
Contact: Anthea Gianniotis, AICP | Development Services Director
Phone: (561) 243-7041 | Email: GianniotisA@mydelraybeach.com
Performance Period: April 2021 - Ongoing
Services: Landscape Permit and Plan Review | Planning and Landscape Architecture Continuing Services Consultation

City of Fort Pierce Municipal Golf Course | Fort Pierce, FL

Address: 100 N. Highway 1 | Fort Pierce, FL 34950
Contact: Nilsa Zacarias | Chen Moore & Associates
Phone: (561) 401-9459 | Email: nzacarias@chenmoore.com
Performance Period: May 2021 - March 2023
Services: Preparation of Base Maps from Site Plan | Preparation of Conceptual Landscape Plan | Preparation of Conceptual Plant List

City of Riviera Beach Continuing Services | Riviera Beach, FL

Address: 600 W. Blue Heron Boulevard | Riviera Beach, FL 33404
Contact: Clarence Sirmons, AICP | Director of Development Services
Phone: (561) 845-4062 | Email: csirmons@rivierabeach.org
Performance Period: 2022 - Ongoing
Services: Permit, Site Plan and Project Review | Preparation of Review Documents and Reports | Preparation of Presentation Materials

Jensen Beach Elementary School | Martin County School District

Address: 2525 Northeast Savannah Road | Jensen Beach, FL
Contact: Michael F. Hewes, Jr. | Harvard Jolly
Phone: (561) 478-4457 | Email: m.hewes@harvardjolly.com
Performance Period: April 2021 - Ongoing
Services: Landscape and Irrigation Design

Plumosa School of the Arts | School District of Palm Beach County

Address: 3300 Forest Hill Boulevard | West Palm Beach, FL 33406
Contact: Jorge Fuentes | Song and Associates, Inc.
Phone: (561) 655-2423 | Email: jfuentes@songandassociates.com
Performance Period: 2020 - 2021
Services: Landscape Architecture Design | Construction Documents

Town of Lake Park Continuing Services | Lake Park, FL

Address: 535 Park Avenue | Lake Park, FL 33403
Contact: Nadia DiTommaso | Community Development Director
Phone: (561) 881-3319 | Email: nditommaso@lakeparkflorida.gov
Performance Period: 2019 - Ongoing
Services: Site Plan and Landscape/Hardscape Review | Issuance of Development Review Comments | Professional Consultation

Town of Lake Park Public Works | Lake Park, FL

Address: 535 Park Avenue | Lake Park, FL 33403
Contact: Robert F. Travieso, MPA | Public Works Director
Phone: (561) 881-3345 | Email: rtravieso@lakeparkflorida.gov
Performance Period: 2021 - Ongoing
Services: Preparation of Site Plans and Landscape Plans for Site Specific Projects | Preparation of Landscape and Hardscape Plans for Park Avenue Community Outreach | Professional Consulting

Village of North Palm Beach Continuing Services | North Palm Beach, FL

Address: 501 US Highway 1 | North Palm Beach, FL 33408
Contact: Caryn Gardner-Young | Community Development Director
Phone: (561) 841-3365 | Email: cgardner-young@village-npb.org
Performance Period: October 2012 - Ongoing
Services: Site Plan Review and Permit Review | Planning and Landscape Architecture Continuing Services Consultation

Village of Tequesta Continuing Services | Tequesta, FL

Address: 345 Tequesta Drive | Tequesta, Florida 33469
Contact: Jeremy Hubsch | Community Development Director
Phone: (561) 768-0456 | Email: jhubsch@tequesta.org
Performance Period: 2018 - Ongoing
Services: Landscape/Hardscape Review | Prep/Issuance of Development Review Comments | Charrette | Community Outreach | Professional Consultation

WUD CROC Parking Expansion | PBC Water Utilities Dept.

Address: 9045 Jog Road | Boynton Beach, FL 33472
Contact: Jeff Trompeter, P.E. | Civil Design, Inc.
Phone: (561) 815-8996 | Email: jtrompeter@civil-design.com
Performance Period: 2020 - May 2023
Services: Landscape/Hardscape Plan Preparation | Tree Disposition Plan Preparation | Professional Consultation



Public Works
Department

650 Old Dixie Highway
Lake Park, FL 33403
Phone: (561) 881-3345
Fax: (561) 881-3349

www.lakeparkflorida.gov

To: Caryn Gardner-Young
Community Development Department Director
Village of North Palm Beach

From: Roberto F. Travieso

Date: July 18, 2023

Subject: Letter of Recommendation, JMorton Landscape Architecture

Dear Ms. Gardner-Young,

I am writing this letter to highly recommend JMorton for their outstanding work and expertise in providing landscape architecture services to the Town. Having had the privilege of working closely with JMorton President Jennifer Morton and Project Manager Hays Henderson, I can confidently attest to their exceptional skills and commitment to excellence.

One of the notable strengths of JMorton is their creative design solutions that align with the Town's vision for streetscape enhancements. Their ability to be creative and propose innovative design concepts will greatly contribute to the aesthetic and functional improvement of our community. Furthermore, even when faced with challenging site constraints, JMorton has demonstrated their capability to provide high-quality design options along with estimated budget numbers, allowing the Town to make informed decisions.

Additionally, JMorton's knowledge of plant specifications, current market conditions for plant and hardscape materials, and their understanding of how plans are implemented in the field are truly impressive. This expertise has proven invaluable in creating designs that are not only visually appealing but also practical and feasible.

In conclusion, JMorton's expertise, professionalism, and dedication make them an exceptional candidate for any project requiring the highest level of detail and creativity in landscape architecture design. I highly recommend their services without reservation and believe that they will continue to excel in their endeavors.

Should you require any further information or have any questions, please do not hesitate to contact me. Thank you for considering this recommendation.

Sincerely,

Digitally signed by Roberto Travieso
DN: cn=Roberto Travieso, o=Town of Lake Park,
ou=Department of Public Works,
email=rtavieso@lakeparkflorida.gov, c=US
Date: 2023.07.18 11:44:57 -04'00'

ROBERTO F. TRAVIESO, MPA
Public Works Director



Community
Development
Department

535 Park Avenue
Lake Park, FL 33403
Phone: (561) 881-3318
Fax: (561) 881-3323

www.lakeparkflorida.gov

July 24, 2023

To: Caryn Gardner-Young
Community Development Department Director
Village of North Palm Beach

From: Nadia Di Tommaso

Date: July 24, 2023

Subject: Letter of Recommendation, JMorton Planning & Landscape Architecture

Dear Ms. Gardner-Young,

I am writing this letter to highly recommend JMorton for their consistently outstanding work and expertise in providing planning and landscape architecture design services to the Town. We have been working with the JMorton firm for several years. Throughout this time we worked with them in the capacity of reviewing Town initiated planning projects consisting of public property development projects, master plans, rezonings, land use amendments, Town code amendments, and many more. The majority of our initiatives have required input, direction, preparation and presentation by JMorton's experienced team. The same is true for private property development projects, for which JMorton has been integral in reviewing for landscape architecture code compliance, with a keen understanding of planning principles that affect landscape design. They have been an excellent resource and have been able to think outside the box on some of our most forward-thinking initiatives.

My colleagues and I confirm that JMorton's expertise, professionalism, and dedication make them an exceptional candidate for any project requiring the highest level of understanding, detail and creativity in planning and landscape architecture design.

I highly recommend JMorton!

Do not hesitate to reach out to me directly with any questions.

Sincerely,

Nadia Di Tommaso, *FRA-RP, LEED Green Associate*
Community Development Director
nditommaso@lakeparkflorida.gov

Reference # 1

Client:	City of Boca Raton
Contact:	Brandon Schaad, Development Services Director
Phone:	561.393.7789

Reference # 2

Client:	City of Riviera Beach
Contact:	Clarence Sirmons, Director of Development Services
Phone:	561.845.4062

Reference # 3

Client:	City of Delray Beach
Contact:	Anthea Gianniotis, Development Services Director
Phone:	561.243.7041



CITY OF
Boca Raton

DEVELOPMENT SERVICES DEPARTMENT
201 WEST PALMETTO PARK ROAD • BOCA RATON, FL 33432
PHONE (561) 393-7789
FAX: (561) 393-7784
(FOR HEARING IMPAIRED) TDD (561) 367-7043
www.myboca.us

July 24, 2023

To Whom it May Concern:

In 2021, JMorton Planning and Landscape Architecture was retained to assist the City of Boca Raton regarding planning and development issues relating to City-owned property in unincorporated Palm Beach County. Following the sale of the City's golf course to a developer, in which the City retained a portion of the property for existing and future communication towers and access to said properties, JMorton helped the City to work through a series of complex issues relating to Palm Beach County's platting and PUD requirements and related issues, including due diligence work, generation of proposed solutions and working directly with Palm Beach County staff to explain and work through the issues to help the City achieve its goals. In so doing, JMorton displayed a deep understanding of planning and regulatory processes, and carried out this work in a timely manner with excellent professionalism and customer service. I highly recommend JMorton Planning and Landscape Architecture to all potential clients.

Sincerely

A handwritten signature in blue ink, appearing to read "Brandon R. Schaad".

Brandon R. Schaad, AICP, LEED AP
Development Services Director

STAY CONNECTED   

- AN EQUAL OPPORTUNITY EMPLOYER -



City of Riviera Beach, Florida

600 W. Blue Heron Blvd.

Riviera Beach, FL 33404

www.rivierabeach.org

Office: 561-845-4062

csirmons@rivierabeach.org

To whom it may concern,

It is my pleasure to write this letter to highly recommend JMorton for landscape architecture and planning services. Over the past three years, I have had the privilege of working closely with the JMorton Team. Through this experience, I can confidently attest to their exceptional skills and commitment to excellence for their outstanding work and expertise in providing plan and permit review services to the City of Riviera Beach.

JMorton brings many strengths to an organization, including the high level of knowledge of their employees. Their industry experience has proven invaluable as we regularly work together to address the various challenges that arise during the development review process. Another notable strength of JMorton is their timely response to deadlines and ability to quickly review site and landscape plans. Additionally, their ability to work directly with the consultant team for various applications in order to help resolve issues and ensure that projects meet City requirements. This allows for projects to move more quickly through the City's development review process and get to the building permit phase. Finally, the JMorton Team has proven to be flexible as the needs of the City have changed over time. They have been able to increase services as needed without hesitation.

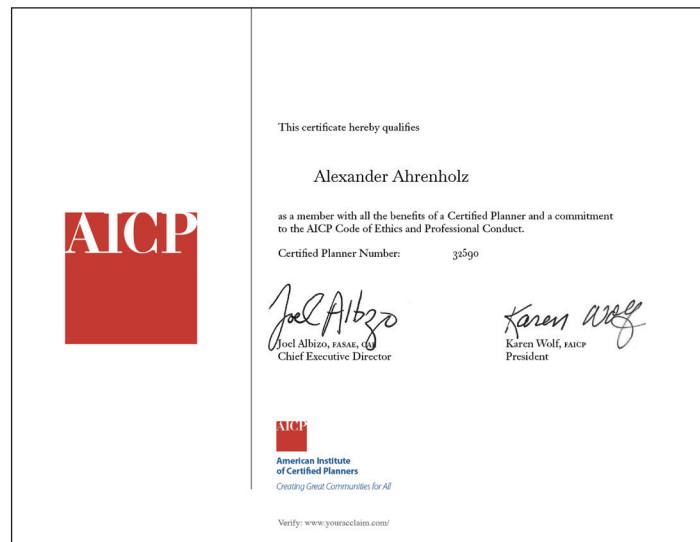
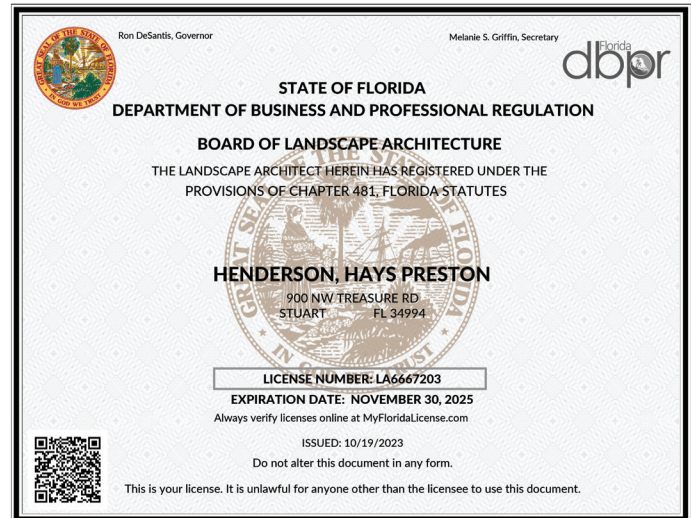
In conclusion, JMorton's expertise, professionalism, and dedication make them an exceptional candidate for any project requiring the highest level of detail for site and landscape plan review. I highly recommend their services without reservation.

Sincerely,

Clarence Sirmons, AICP
Director of Development Services
City of Riviera Beach

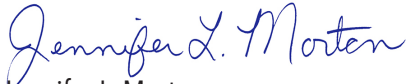
"The Best Waterfront City in Which to Live, Work And Play."





CONFLICT OF INTEREST DISCLOSURE

JMorton Planning & Landscape Architecture represents that it presently has no interest, either direct or indirect, which would or could conflict in any manner with the performance of services for the Town of Lake Park.



Jennifer L. Morton
President, JMorton Planning & Landscape Architecture
October 24, 2023

Services: Landscape and Hardscape Design | Construction Document Plans | Cost Estimates | Construction Administration



JENNIFER L. MORTON PLA, LEED AP

Principal-In-Charge
LA0001666

Education: Bachelor of Landscape Architecture
University of Georgia

Affiliations: American Society of Landscape Architects | Truist Advisory Board | Gold Coast Builders Association Board of Directors | Habitat for Humanity PBC Board of Directors (past) | Hannah's Home of Tequesta Board of Directors | Leadership Palm Beach County 2011 | Young Life of Palm Beach County Board of Directors (past)

Jennifer Morton has 32 years of experience in landscape architecture, land planning, entitlements and project management. Ms. Morton's experience with land planning issues has provided her a wide range of projects including large-scale mixed-use developments, planned unit developments, neighborhood commercial centers, hotels, schools, parks, government facilities, churches, synagogues and overall institutional campuses. Over the years, Ms. Morton has been the sub-consultant for planning and landscape architecture services on many government projects including Palm Beach County's Vista Center Governmental Complex, and Palm Beach County Convention Center.

Her portfolio also includes park projects for Palm Beach County and local municipalities, Landscape Architecture services for the School Districts of Palm Beach and Martin Counties, and a variety of contracts for municipal continuing services in planning and landscape architecture.

Since founding JMorton Planning & Landscape Architecture in 2014, Ms. Morton has focused her efforts on creating a firm where innovative ideas and design and outstanding customer service are top priorities that every Client enjoys. Her team has the same dedication that she brings to every project, and is why JMorton has a reputation for excellence.

PROJECT EXPERIENCE

Canyon District Park Boynton Beach, Florida

Principal-In-Charge

- Community outreach and due diligence research related to entitlements prior to preparing the landscape, hardscape and littoral planting plans for a 53-acre regional park site.
- Worked closely with the Palm Beach County Parks and Recreation Department during the outreach meetings with the Coalition of Boynton West Residential Associations (COBWRA) and neighborhoods directly adjacent to the regional park to determine appropriate amenities to minimize impacts such as noise and light, and to communicate schedule.

Cobblestone Commons Boynton Beach, Florida

Principal-In-Charge

- Provided Planning, Entitlement and Landscape Architecture services for the proposed commercial shopping center.
- Community outreach was a major factor in receiving support and ultimate approval by the Board of County Commissioners.
- COBWRA refers to this project as the "gold standard" for all future commercial projects.

Tequesta Park Tequesta, Florida

Principal-In-Charge

- Assisted Community Development Director with neighborhood outreach efforts to receive input from community adults and children as part of the design process
- Led individual tables to identify needs including "out of the box" thinking.
- Facilitated discussion to include emphasis on existing vegetation.



MICHELLE DUCHENE PLA, ASLA

Director of Landscape Architecture and Design
LA6667416

Education: Bachelor of Landscape Architecture
University of Illinois

Affiliations: American Society of Landscape Architects | Giant Schnauzer Club of America |
HT-Z Giant Schnauzer Rescue

When **Michelle Duchene** graduated from the University of Illinois in 2005, she relocated to South Florida and focused her career on Palm Beach County and the surrounding regions. Her portfolio includes a wide range of projects from high-end residential and elite equestrian estates and event grounds, to large and small-scale industrial and commercial, multi-family residential, and institutional projects including museums, public parks and schools, and County fire stations.

With 18 years of experience preparing code-compliant plans across many municipalities in Palm Beach County, Ms. Duchene brings specialized knowledge of municipal code interpretations and applications. Working closely with her colleagues of Planners and Site Designers, Ms. Duchene has the expertise to provide conceptual site design, through construction and close out. Throughout her career, she has been contracted to provide consulting work for municipalities, including the Town of Haverhill where she provided Landscape Plan review, inspections, and contributed to code updates and re-writes for several years. Ms. Duchene also sits on Palm Beach County's LDRAB Subcommittee as an interested party, bringing experience from the private sector to ensure code modifications are well rounded and reasonable. Currently, she performs site and landscape plan review for the City of Riviera Beach, represents the City during meetings with applicants, and utilizes the City's online system to provide comments and other conditions pertaining to applications.

PROJECT EXPERIENCE

Village of Palm Springs Public Safety Building Palm Springs, Florida

Project Manager

- Scope includes Conceptual Landscape Design and Final Contract Documents and Specifications
- Expansion includes modifications to parking lot, securing a portion of the site, relocating existing trees and water feature, and outdoor patio space for the employees
- Proposed landscape design integrates plant material from existing campus to the addition
- Shade trees are proposed in the parking lot to provide shade and reduce the heat island effect

City of Riviera Beach Continuing Services, Riviera Beach, FL

Project Manager

- Site and Landscape Plan review for compliance with the Code of Ordinances
- Preparation of comment review letter with applicable code section references
- Meet with Applicants to discuss comments and possible solutions
- Utilization of Energov system

Villages of Windsor Dog Park, PBC Parks & Recreation Lake Worth, Florida

Landscape Architect

- Site design for Phase I of 31-acre public park
- Site consists of lakes, dog parks, fitness trails, picnic areas
- Preparation of presentation graphics
- Future contracted Landscape Design for all planted areas and littoral areas



HAYS HENDERSON PLA, ASLA

Project Manager
LA6667203

Education: Bachelor of Landscape Architecture
University of Florida

Affiliations: American Society of Landscape Architects | CLARB Certified | International Society of Arboriculture

Hays Henderson joined the JMorton team in 2015, providing landscape and hardscape design and project management. As a Florida registered Landscape Architect with over 30 years experience, he has worked on a wide range of projects from large residential communities and complex country club amenities to code review and plan analysis for public sector agency. Mr. Henderson combines his technical knowledge with his creative abilities to translate the Client's vision into an innovative design. He has a passion for transforming sites by combining detailed site analysis with the site program, proposed architecture, and Client consultation.

Mr. Henderson is an expert at site assessment including existing vegetation, topography and soil classification that inform how best to integrate proposed improvements with existing conditions. His ability to provide effective design solutions as projects progress and client needs evolve enables him to deliver successful outcomes regardless of the challenge. With his experience, lessons learned in the field, and creative abilities, he delivers well designed and detailed documents, limiting change orders so projects are delivered on time and on budget.

Mr. Henderson uses his vast knowledge and experience in the private sector to assist cities with landscape review and is a resource on all plant and hardscape questions. Because of great staff relationships, city staff utilize his expertise for city projects.

PROJECT EXPERIENCE

Town of Lake Park Public Works Lake Park, Florida

Project Manager

- Respond to requests by Public Works Director to prepare landscape/hardscape plans for projects such as Park Avenue Streetscape, Pocket Park and Dog Park.
- Participate in public outreach by assisting with presentation materials, PowerPoints, attending community meetings.
- Representation of projects before Town Council.

Canyon District Park Boynton Beach, Florida

Project Manager

- Designed a mix of active and passive recreation areas including sports fields and a fitness trail
- Canopy trees and low shrubs used around the active use fields to buffer park uses while providing for a visual connection with the park
- Interior planting design incorporated canopy and understory trees at varied growth stages to replicate a natural succession habitat

City of Delray Beach Development Services Delray Beach, Florida

Project Manager

- Landscape/Hardscape review of plans submitted for Technical Advisory Committee (TAC).
- Preparation of letter identifying code compliance deficiencies and recommendations for compliance.
- Participation in weekly TAC meetings.



KINSEY BULLOCK

Senior Landscape Designer

Education: Bachelor of Landscape Architecture
University of Georgia

Affiliations: American Society of Landscape Architects | Palm Beach North Chamber of Commerce

Kinsey Bullock specializes in solution-oriented design, producing creative plans that maintain functionality and meet or exceed municipal zoning code requirements. Recently Ms. Bullock successfully completed a large-scale mixed-used development design that included multifamily residential, industrial, recreational, commercial, and retail uses. The process of designing included several meetings with various stakeholders, municipality staff, the general public, and the Client. Utilizing the feedback received from various parties, plans were created to address all concerns, while offering an inspired design for the clients and the future site users.

Ms. Bullock's experience in site design includes large-scale design, religious and institutional campuses, mixed use developments, commercial and retail developments, and industrial developments. Ms. Bullock's experience in plan review includes landscape and site plan review consultation for multiple municipalities.

Prior to joining JMorton, Ms. Bullock worked as a freelance graphic designer. She worked with several large corporations and smaller start-up companies to build brand aesthetics and marketing materials through the use of logo design, brochures and business cards, print advertisements, and social media content.

PROJECT EXPERIENCE

City of Delray Beach Development Services Delray Beach, Florida

Contracted Reviewer

- Provided on-site landscape plan and permit review.
- Responded to phone calls, emails and office visits by the public.
- Utilized the City's systems for plan review, data input and permit sign-offs.

Town of Lake Park Community Development Services Lake Park, Florida

Contracted Reviewer

- Assists Project Manager with plan review.
- Identifying inconsistencies between plans and Town code. Identify code sections to utilize with comment letter.

WUD CROC Parking Expansion Palm Beach County, Florida

Landscape Designer

- Parking renovation to the Palm Beach County Water Utilities Department (WUD) Central Regional Operations Center (CROC) located at Okeetee Park in unincorporated Palm Beach County.
- Proposed site plan and required engineering easements created impacts to an existing native canopy tree stand. An assessment of the tree quality for impacted jurisdictional canopy, understory and palm plant material was provided to the client.
- Based on the resulting tree survey, a tree mitigation plan was created following Palm Beach County Department of Environmental Resources Management regulations.
- Initial tree assessment allowed JMorton to take the lead in fostering a dialogue between the Palm Beach County WUD and the Palm Beach County Department of Environmental Resources Management.



REBEKAH THOMPSON WADSWORTH

Landscape Designer

Education: Bachelor of Arts, Landscape Architecture & Planning
University of Florida (in progress - May 2024)

Affiliations: American Society of Landscape Architects

Rebekah Wadsworth joined the JMorton team as an intern during her fourth year at the University of Florida. Rebekah is a North Palm Beach native with strong ties to the Town of Lake Park, she has continued to work as a Landscape Designer for JMorton as she finishes her degree at UF. During her time at JMorton, Rebekah has worked on a wide variety of projects in the Public and Private Sector, developing site plans and landscape plans, preparing plans for submittal, developing illustrative and representational graphics, and assisting in due diligence for zoning and land use change applications.

As a Landscape Designer, Rebekah works with her team to ensure each project design matches the goals of the client and meets the regulatory code guidelines. She assists other members of the team to perform due diligence and land planning research and has extensive CAD knowledge and illustrative graphic skills for designing and presenting projects.

PROJECT EXPERIENCE

Town of Lake Park Public Works - Pocket Park Lake Park, Florida

Landscape Designer

- Coordinate with Project Manager and Town Staff to develop and finalize landscape and hardscape plans.
- Develop illustrative graphics for public outreach events and assist with presentation material for community meetings.

Riviera Beach Plan Review Consulting Services Riviera Beach, Florida

Contracted Reviewer

- Review building permit, site plan and landscape plan applications for code compliance and compliance with comprehensive plan policies, zoning district regulations, and landscape regulations.
- Coordinate with team and City Staff to provide timely feedback to applicants

Bedner Farms Master Planning St. Lucie County, Florida

Landscape Designer

- Review Comprehensive Plan and Special Zoning Code to meet design requirements and assist in the text amendment application.
- Generate Master Plan for large scale housing and commercial neighborhood, meeting with clients and development team to establish changes and goals of the Master Plan under the specific zoning code regulations.
- Develop Master Plan details for street types and lot types under specialized zoning code.



LAUREN McCLELLAN

Director of Planning

Education: Bachelor of Arts, Public & Urban Affairs, Virginia Tech
Master of Urban & Regional Planning, Virginia Commonwealth University

Affiliations: Member, American Planning Association | Member, Strong Towns | Government Affairs Committee, Palm Beach North Chamber of Commerce | Commission Member, Royal Palm Beach Planning & Zoning Commission | Board of Directors, Habitat for Humanity Greater Palm Beach County | Leadership of Palm Beach County, Class of 2017, Program Chair for Engage Program | Prosperity Program, Palm Beach North Chamber of Commerce, Class of 2018

Lauren McClellan has extensive professional planning experience in Palm Beach County including: reviewing and evaluating future land use map amendments, comprehensive plan text amendments, zoning map amendments, zoning text amendments, site plans, and variances; preparing policy and development regulations; and preparing written recommendations to advisory boards and elected officials. Ms. McClellan's career began in the Palm Beach County Planning Division where she processed and coordinated the review of small and large scale Comprehensive Plan land use and text amendments for consistency with growth management directives, County policies, and State requirements. She conducted pre-application meetings with land owners and land development professionals to determine development opportunities based on existing/proposed land use designations.

Ms. McClellan brings a total of 20 years of public and private sector professional planning practice in South Florida with specific expertise in land use and zoning processes, zoning code and land use amendments, entitlements, site plan review and project management. As the Director of Planning, Ms. McClellan works with her clients to ensure their projects receive the necessary attention to secure approvals on time and within budget. She performs due diligence and land planning research for both public and private sector clients and represents their interests.

PROJECT EXPERIENCE

Village of Palm Springs, Florida

Planner

- Prepared multiple land development regulation amendments to:
 - Enhance the landscape requirements for new development and redevelopment projects
 - Create new use regulations for uses previously not permitted within the Village municipal limits
 - Create new sign regulations to enhance the visual environment of the commercial corridors while also incorporating new trends for electronic message signage

FDOT Earman Bridge North Palm Beach, Florida

Senior Project Manager

- Researched and reviewed municipal land use and zoning maps, zoning codes, and prior site plan approvals to determine existing site conformities, development potential, and impacts of proposed right-of-way takings.
- Analyzed proposed layouts prepared by engineer to cure non-conformities created by right-of-way takings.
- Prepared detailed reports summarizing findings and providing details to be used by property appraisers.

Agriculture Reserve Master Planning Palm Beach County, Florida

Director of Planning

- Reviewed Comprehensive Plan and Master Plan to determine goals, objectives, and policies in need of update to address existing inequities in current housing opportunities, employment opportunities and provision of services.
- Prepared and presented various Comprehensive Plan amendments to County Staff, appointed advisory board and elected officials on behalf of her private developer clients to allow for the development of multi-family housing, light industrial space, housing for the aging population, and recreation opportunities for the existing and future residents.



ALEX AHRENHOLZ AICP

Project Manager

Education: Bachelor of Science Sustainability and the Built Environment
University of Florida

Master of Urban and Regional Planning
University of Florida

Affiliations: Member, American Planning Association

Alex Ahrenholz grew up in Jupiter, FL and returned to Palm Beach County to begin his planning career with a local planning firm. Alex gained his private sector experience with land use and zoning entitlement projects and advanced to Project Manager.

After 3 years, Alex decided to expand his knowledge and experience by accepting a position as Principal Planner with the Village of North Palm Beach. He gained experience in writing code amendments, coordination with various design disciplines and presenting at public hearings.

Alex recently joined JMorton Planning and Landscape Architecture after 3 years with the Village and immediately became immersed in several large-scale development projects in Palm Beach County including Comprehensive Plan text amendments and Planned Unit Developments. He has also been invaluable in providing planning review services for the City of Riviera Beach.

PROJECT EXPERIENCE

North Palm Beach, Florida

Principal Planner/ Acting Community Development Director

- Coordinated development review for Planning Commission and Village Council. Created staff reports and gave presentations for various developments. Projects include 200 Yacht Club Drive and Prosperity Village.
- Organized and drafted regulations for the R1 single family zoning district after numerous meetings with the residential ad-hoc committee.
- Created new Planned Development regulations for the C3 Regional Business District after public meetings and coordination with Treasure Coast Regional Planning Council and Town of Lake Park.

Palm Beach County Fire Rescue Station 40

- Responsible for preparation and organization of all application materials. Coordination of design documents between engineer, architect, and traffic consultants.
- Facilitated community outreach meeting with adjacent neighbors.

Riviera Beach Plan Review Consulting Services

- Planning review of development applications for code compliance.
- Review of proposed City facilities and services.
- Coordination with City staff to provide timely feedback to applicants.



MARYORI VELASCO

Project Manager

Education: Bachelor of Science Civil Engineering
Florida International University

Maryori Velasco graduated from Florida International University in 2010. She gained her civil engineering experience working with different engineering firms in South Florida preparing plan packages for roadway projects as well as traffic control designs for different design build projects. Maryori also assisted in the preparation of construction drawings for many different public infrastructure and land development projects, which included designing site improvements for the addition of a new Palm Beach County School District building. Maryori has experience with engineering design and drafting services, including field inspections and site construction oversight.

Maryori joined the JMorton team in 2021 and brought her education background and experience in civil engineering to add a different perspective to the land use entitlement process. Her attention to detail, CAD knowledge, and Quality Assurance/Quality Control expertise have been a great addition in the process of developing and reviewing plans.

PROJECT EXPERIENCE

Riviera Beach Plan Review Consulting Services Riviera Beach, Florida

Project Manager

- Planning review of building permit applications for code compliance. Review includes compliance with comprehensive plan policies, zoning district regulations, and landscape regulations.
- Review of proposed City facilities and services for compliance with zoning district regulations and landscape regulations.
- Coordination with City staff to provide timely feedback to applicants.

Cypress Key Town Center Royal Palm Beach, Florida

Project Manager

- Provided Planning services for the proposed commercial shopping center and medical office.
- Worked closely with the Village of Royal Palm Beach staff to determine appropriate application process and specific requirements needed to obtain site plan approval.
- Provided internal Quality Assurance/Quality Control prior to formal submittal of applications.
- Coordination and verification of consistent design documents between various consultant team members including civil engineer, architect, landscape architect and traffic engineer.

FDOT Indian River County, Florida

Project Manager

- Researched and reviewed municipal land use and zoning maps, zoning codes, and prior site plan approvals to determine existing site conformities, development potential, and impacts of proposed right-of-way takings.
- Review engineering analysis reports for different parcels and draw analysis to determine if any existing conditions and proposed conditions are in conflict.
- Collected pictures, maps, and information to prepare detailed land planning reports of different parcels along County Road 50 to determine the impacts of land acquisition and determine if it will impact the ability to develop the property.



COY PATRICK

Owner, Head 2 Head Irrigation

Education: Associates in Architecture
New England Institute of Technology

With over two decades of experience in site design and 14-years specializing in irrigation design, **Coy Patrick** brings multi-faceted design expertise to South Florida's institutional, commercial, industrial, and residential sectors. Focusing on the major factors of sustainable water use, fostering optimal plant growth environments, and constructing systems that stand the test of time, his designs utilize dependable requirement and manufacturers while integrating new technology when feasible. Working hand in hand with both Landscape Architects and owners, Mr. Patrick designs focus on ensuring proper watering while minimizing waste and ensuring all plant material receives the proper type of irrigation. Mr. Patrick is familiar with current industry standards in design and equipment and works closely with Civil Engineers throughout the SFWMD Water Use Permitting process as well as with owners to ensure the equipment specified meets their needs including matching current equipment on site.

Mr. Patrick's expertise is not limited to irrigation design but also includes the ability to craft detailed site graphics, produce comprehensive aerial overlays, and provide irrigation plans tailored to meet rigorous permitting standards. This expertise is further highlighted by his in-depth familiarity with local land development codes, allowing him to navigate its intricacies and ensure projects align with local standards. Working closely with Urban Planners, he brings the technical expertise and design skills needed to take a project from inception to permit ready.

PROJECT EXPERIENCE

West Riviera Beach Elementary School, Riviera Beach, Florida

Irrigation Designer

- Irrigation design based on PBC School District requirements
- Water use and system calculations for permitting

Town of Lake Park Pocket Park, Lake Park, Florida

Irrigation Designer

- Irrigation design for public park
- Water use and system calculations for permitting

Town of Lake Park Lane Reduction, Lake Park, Florida

Irrigation Designer

- Irrigation design within the public right of way
- Water use and system calculations for permitting

Village of Palm Springs Public Safety Building, Palm Springs, Florida

Irrigation Designer

- Irrigation design to connect to existing municipal complex system
- Water use and system calculations for permitting

Roosevelt Full Service Modernization, West Palm Beach, Florida

Irrigation Designer

- Irrigation design with phased approach
- Water use and system calculations for permitting

CORE TEAM COMMUNICATION

JMorton has assembled a team of highly skilled professionals, with extensive education and experience in public sector duties and responsibilities. Teamwork is one of the keys to our success, and we believe it shows in everything we do. The core of our team has been working together for over 7 years.

We hold weekly staff meetings to ensure that all projects are on schedule and on budget. These meetings include the leadership team at which the projects are reviewed, calendars are updated and the workload is addressed. All deadlines are included on a shared calendar. The weekly meetings are a critical component of our success as they provide an opportunity for team members not directly involved in a project to share ideas, past experience and expertise that can contribute to the overall successful completion of any given project.

Additionally, we have daily project reviews with our internal team to ensure the projects are progressing towards an internal deadline or a hard deadline. We schedule client team meetings to keep the client informed and projects running smoothly.

Through weekly and daily meetings, we are constantly aware of workloads for each team member, and can easily identify any issues that may arise in order to maintain our ability to meet our obligations to our clients.



COMMUNICATION



Cottonwood, West Palm Beach, Florida

Services: Comprehensive Site Plan Amendment | Rezoning | Site Plan Approval

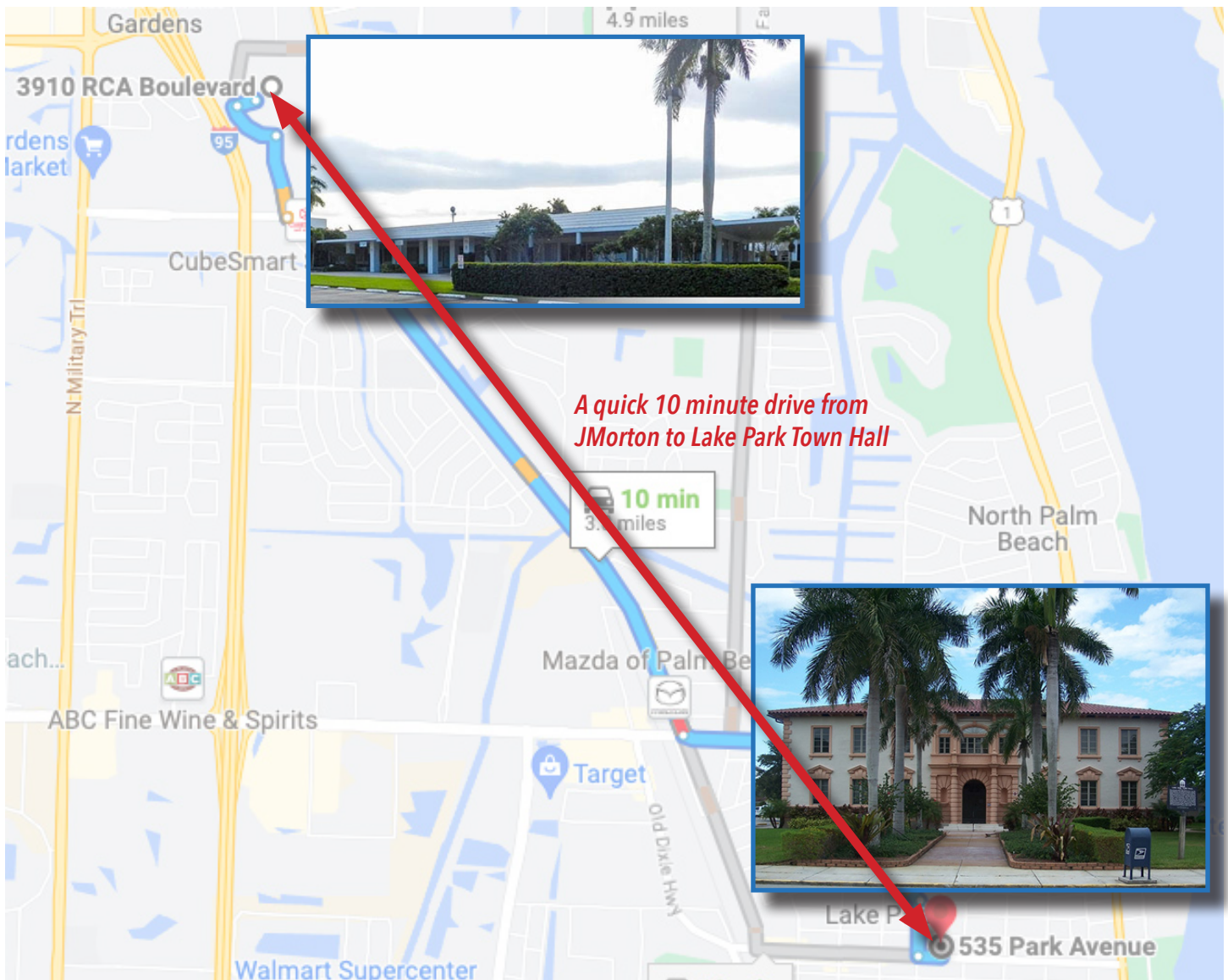
MAINTAINING EFFECTIVE COMMUNICATION

JMorton's offices are located in Palm Beach Gardens, Florida, a quick 10 minute drive from Lake Park Town Hall. Our on-site staff of 10 includes professional land planners, landscape architects and designers, and support staff.

We understand that effective communication is a critical component to a successful working relationship. During business hours, callers to JMorton's office will be greeted by a member of our team. Additionally, every client will have direct access to the team members on their project, through direct office phone line, cell, and email.

While we are accessible during normal business hours, we know normal business hours don't always get the job done. We are accessible via phone, email, video conferencing (Webex, Zoom, Teams) or in person as required to address every project question or concern. As a team, we stay abreast of the status of all ongoing projects within the firm, so should unforeseen circumstances arise for any team member, there is a seamless transition to keep a project moving along.

All team members are available for neighborhood meetings, public presentations and public hearing representation as may be requested. With our close proximity, same day requests for onsite inspection can be easily accommodated.



AVAILABILITY/ SCHEDULING CAPACITY



Riviera Country Club, Coral Gables, Florida

Services: Representation before City of Coral Gables | Neighborhood Outreach | Hardscape Construction Documents | Hardscape Construction Budgets | Hardscape Construction Bid Analysis | Value Engineering Review | Construction Administration

AVAILABILITY AND SCHEDULING CAPACITY

We are confident in our ability, and welcome the opportunity to provide the planning, landscape architecture and irrigation design services to the Town. Based on our experience successfully managing municipal projects like those outlined in this RFP, we understand that every project has unique requirements. We will work with the Town to define the scope and provide the expertise necessary to successfully complete the scope of services.

Currently, we are contracted reviewers for several municipalities. The JMorton team reviews site plans, landscape plans and other professional products to ensure compliance with local codes and guidelines and industry best practices. By using our understanding of both the public and private sector review process and our extensive project experience, we have been able to provide recommendations to both municipal staff and applicants that benefit the project. Our input regarding solutions and code interpretation have enabled improvements to projects without compromising the design intent, regulatory objectives and/or procedural integrity.

JMorton currently provides municipal review services for:

- City of Riviera Beach
- Village of Tequesta
- Town of Lake Park
- Village of North Palm Beach

Additionally, we are working on several projects with other municipal and government entities such as Palm Beach County Parks and Recreation, School District of Palm Beach County, Florida Department of Transportation (FDOT) and Village of Palm Springs among others.

Our firm adapts quickly to changing environments, using whatever innovations and technology are necessary to continue meeting and exceeding client demands and expectations.

All team members presently have a volume of work equivalent to full-time employment; however, if this contract is awarded, our office stands ready to shift from future private sector work opportunities to successfully rendering the services that will be required by the Town.

It would be a privilege to work with the Town to assist in achieving their desired goals for the future. If selected, JMorton will provide the attention to detail, excellence and client pride that have been our trademark since we opened our doors in 2014. The fact that the JMorton team is pursuing this contract demonstrates its eagerness to be of service to the Town over other business opportunities.

KNOWLEDGE/UNDERSTANDING OF TOWN



Williams Island Tennis Club, Aventura, Florida

Services: Hardscape Construction Documents | Landscape Construction Documents | Landscape/Hardscape Construction Budgets | Landscape/Hardscape Construction Bid Analysis | Value Engineering Review | Construction Administration

TOWN KNOWLEDGE

JMorton's relationship with the Town of Lake Park began 4 years ago. The first major project we assisted the Town with was reviewing the Landscape Plan for the Nautilus project during the entitlement process. Due to the scope and complexity of the project, the applicant submitted revised materials multiple times which required reviews and coordination with the Project Landscape Architect and Lake Park staff to balance the Town's values and desires with the code requirements and applicant's vision. Through the revision and resubmittal process we were able to suggest creative design solutions to accommodate the desire for street trees despite the narrow pedestrian walkway. The applicant agreed to install underground chambers that allow the planting of shade trees and ensure their long term viability. Over the next three years we worked closely with the town to implement their vision which ultimately resulted in the construction of the 24 story tower and associated parking and amenities.

Since the Nautilus project, JMorton has worked with the Town and its applicants on over 30 projects, including both private development applicants as well as the Town's projects. As landscape designers, JMorton is proud to provide the Town with design concepts through construction documents for capital improvement projects such as the Pocket Park proposed at 7th Street, as well as the Park Avenue and 10th Street Renovations and the Road Diet projects. By working within the Town's budget, providing community engagement, and effectively communicating with the design engineer, construction plans are in development for these exciting projects.

JMorton's planning and landscape architecture departments are well versed in the entitlement process and understand the timeframes and the approval schedules. JMorton is capable of providing any in-person representation needed, including public hearings, pre-application meetings with applicants, and community engagement for public projects. JMorton's past experience providing planning services to several municipalities, our familiarity with the Energov system's workflow and approval functions, and ample private sector experience allows for easy integration, well-rounded and timely reviews. Currently, JMorton utilizes the Energov system for entitlement reviews for the City of Riviera Beach and are ready to implement our skill set for the Town of Lake Park. We believe our experience working directly with the Town through plan review, inspections, and design processes promises a seamless transition for the Town.

Town of Lake Park Community Plan Review

Contact: Nadia DiTommaso | Community Development Director

Phone: (561) 881-3319 | Email: nditommaso@lakeparkflorida.gov

Performance Period: 2019 - Ongoing

Contract Amount: Time & Materials

Services: Site Plan and Landscape/Hardscape Review | Issuance of Development Review Comments | Professional Consultation

JMorton Planning and Landscape Architecture is the contracted reviewer of site plan, landscape plan and permit submittals to the Town of Lake Park. JMorton works cooperatively with the Town Community Development Director and Town Planner in the review of new development, redevelopment and code compliance issues.

The Town of Lake Park amended their land development code to encourage and allow more intense development along the Federal Highway Corridor. One of the projects JMorton reviewed was a new 23-story mixed use building with 332 residential units on 2.78 acres. The review of this project was challenging as it was the first development submitted under the new code regulations. JMorton and Town Staff worked collaboratively to ensure the first project reviewed under the new code met the intent of the Town Staff and Elected Officials. The project received unanimous approval by the Town Council.

Other projects reviewed by JMorton include infill redevelopment projects within the Town's commercial corridor. These reviews often include working collectively with the applicant and Town Staff to examine potential site redesign options, alternative plant materials and additional requests such as variances to resolve code compliance issues.

JMorton has expeditiously processed many applications by providing an initial thorough review. During the initial review we communicate with the Town Staff and the applicant regarding the comment letter. The result is limited submittals which save money for the applicant and the Town. Overall, JMorton respects the Town and applicant's time and money without compromising good design.



Oceana Coffee

Town of Lake Park Public Works Design Services

Contact: John Wille | Capital Projects Project Manager

Phone: (561) 881-3345 | Email: jwille@lakeparkflorida.gov

Performance Period: May 2022 - Ongoing

Contract Amount: Time & Materials

Services: Landscape and Irrigation Plan Design Services, Graphic Renderings, Representation

JMorton joined the design team in providing the landscape and irrigation design services for the Park Avenue Lane Reduction project in the Town of Lake Park. The successful renovation to the existing Park Avenue roadway from US Highway 1 to 7th Street allowed for the effective accommodation of the adjacent single-family residences along with the desire to reduce the number of travel lanes for a more pedestrian friendly streetscape in this predominantly residential area.

Additional program elements include on-street parking, enhanced pedestrian circulation, updated utilities with street lighting and bioswales for storm water pre-treatment. As the project Landscape Architect, JMorton worked to advise on the proposed sidewalk location and routing to maximize a variety of pedestrian uses while allowing for sufficient buffers to separate the public roadway from the adjacent private single-family residences and other landscape enhancements.

The streetscape plant palette includes canopy shade trees and understory trees for pedestrian scale and overhead utility compatibility. The design of the bioswales is comprised of plants that function as effective pre-treatment in the filtering of runoff from the street to reduce nutrient loading and other pollutants from entering the Town storm water system. The bioswale planting is combined where appropriate with hardy native and naturalized shrubs and ground cover resulting in a more complete streetscape beautification.



Park Avenue Improvements

Town of Lake Park Public Works Design Services

Contact: Robert F. Travieso, MPA | Public Works Director

Phone: (561) 881-3345 | Email: rtravieso@lakeparkflorida.gov

Consultant: JMorton Planning & Landscape Architecture

Performance Period: 2021 - Ongoing

Contract Amount: Time & Materials

Services: Preparation of Site Plans and Landscape Plans for Site Specific Projects | Preparation of Landscape and Hardscape Plans for Park Avenue Community Outreach | Professional Consulting

In addition to the streetscape projects, the JMorton team has the pleasure to work with the Town staff to create a pocket park and to explore alternative sites for a dog park. We have worked for the Director in helping to determine the highest and best use of underutilized land currently owned by the Town. JMorton partnered with the Planning and Public Works Departments as part of a community outreach program to prepare site plan concepts to explore the preferred program elements for the site located at the corner of 7th Street and Foresteria Drive.

Through a series of public meetings, consensus was developed to determine that the best use for the site is as a community gathering space. This space could be utilized by both residents and Town visitors. Also in close proximity is the Kelsy Theater which would allow the park to function as a convenient area for pre-performance or intermission respite. Further, as the location is within the heart of the budding arts district of the downtown corridor, the program elements include dedicated areas for public art displays. With a program of culture and community, JMorton refined the site design to include a gazebo for seating, specialty pavers for visual intent and hardscape areas set aside for public art display.

The landscape design encourages a promenade style walking experience with select canopy trees for shade or understory trees as pedestrian scale elements. Through the use of a Florida Friendly native plant palette with select accents and flowering varieties of shrubs and ground covers, the resulting landscape provides for effective visual interest and seasonal color.



7th Street Pocket Park

EXHIBIT H/ ADDENDUMS



Nautilus, Town of Lake Park Continuing Services

Services: Landscape Plan Review | Attendance at Public Meetings | Construction Administration

EXHIBIT H

**CERTIFICATION REGARDING DEBARMENT,
SUSPENSION, INELIGIBILITY, AND VOLUNTARY
EXCLUSION – LOWER TIER PARTICIPANT**

Certification regarding Debarment Suspension, Ineligibility and Voluntary Exclusion- Lower Tier Covered Transactions pursuant to 49 CFR 24, Code of Federal Regulations, Part 24.510(b):

By signing and submitting this proposal, the prospective lower-tier participant certifies that neither it, nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. The prospective Lower-Tier participant further certifies that:

3. I, and any principals of my firm, understand that the certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that I/we knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies.
4. Further, I, and any principal of my firm, shall provide immediate written notice to the person to whom this proposal is submitted if, at any time, we learn that my/our certification was erroneous when submitted, or has become erroneous by reason of changed circumstances.
5. By submitting this proposal, I, and any principals of my firm, agree that should the proposed covered transaction be entered into, I/we will not knowingly enter into any Lower-Tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction unless authorized by the agency with which this transaction originated.
6. I, and any principals of my firm, further agree by submitting this proposal that I/we will include this Certification, without modification, in all Lower-Tier covered transactions and in all solicitations for Lower-Tier covered transactions.

Contractor Name: JMorton Planning & Landscape Architecture

Address: 3910 RCA Blvd., Suite 1015

City Palm Beach Gardens State: Florida Zip: 33477

Signature: Jennifer L. Morton Date: 10/23/2023

NON-CERTIFICATION:

Contractor Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Signature: _____ Date: _____



TOWN OF LAKE PARK
535 Park Ave.
Lake Park, Florida 33403

PROJECT:
CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES),
LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED
SERVICES.

ITB #: 113-2023

ADDENDUM #1:

September 11, 2023

Questions and Clarifications

Question 1: *Regarding RFP 113-2023, Continuing Services for the Town of Lake Park, are you seeking firms to submit on each individual service? For example, one submission just for Civil Engineering, one just for Architecture, one just for Landscape Architecture, etc.*

Or are you asking for each submittal to include a group of firms that collectively offer each of the services listed in the RFP?

Response: Firms responding to RFP 113-2023 may propose, in a single submittal, to provide qualified support to the Town in one (1) or more professional disciplines, using A.) The Proposing Firm's employees, B.) By contracting services with qualified Sub-Contractor, or C.) Through a combination of these two.

Firms are highly encouraged to review the entire RFP document, especially Paragraphs 2 and 3 of Article I, Article IV, Exhibit A and Exhibit I, when preparing a response.

Proposers must acknowledge receipt of this Addendum No. 1 in the space provided below. This addendum forms an integral part of the proposal document and therefore must be executed.

Failure to return this addendum with your proposal submittal will be cause for disqualification.

Issued By: Town of Lake Park, Office of the Town Clerk

Date: September 11, 2023

Signed By: **Laura Weidgans**
Digitally signed by Laura Weidgans
DN: cn=Laura Weidgans, o=Town of
Lake Park, ou=Deputy Town Clerk,
email=lweidgans@lakeparkfl.com,
c=US
Date: 2023.09.11 11:03:54 -0400

Laura Weidgans
Deputy Town Clerk

Proposer's Acknowledgement of Receipt of Addendum #1:

Firm's Name: J Morton Planning and Landscape Architecture
Authorized Signature: Jennifer L. Morton
Print Name: Jennifer L Morton
Title: President
Date: Oct 23, 2023

End of Addendum No. 1



TOWN OF LAKE PARK
535 Park Ave.
Lake Park, Florida 33403

PROJECT:
**CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES),
LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED
SERVICES.**

ITB #: 113-2023

ADDENDUM #2:

September 19, 2023

Questions and Clarifications

Question 1: *Regarding RFP 113-2023, Could you please provide the List of Projects that this Continuing Services project(s) entails?*

Response: As outlined in the RFP Document, the selected firm(s) shall support the TOWN's staff with the implementation of the TOWN's Comprehensive Plan and Capital Improvement Program (CIP) for FY 2024-2027 and beyond.

Specifically, the Town foresees requiring planning, design, and construction support for the following types of projects:

- Stormwater/Drainage
- Townwide Street Lighting Improvements
- Transportation, Mobility and Traffic Calming Improvements
- Community Center
- Aquatic Center
- Park Master Plan Implementation
- Strategic/Master Planning
- Other Projects, at the Town's sole discretion

Proposers must acknowledge receipt of this Addendum No. 2 in the space provided below. This addendum forms an integral part of the proposal document and therefore must be executed.

Failure to return this addendum with your proposal submittal will be cause for disqualification.

Issued By: Town of Lake Park, Office of the Town Clerk

Date: 9/19/2023

Signed By: **Laura Weidgans**
Digitally signed by Laura Weidgans
DN: cn=Laura Weidgans, o=Town of Lake Park, ou=Deputy Town Clerk,
email=lweidgans@townoflakepark.gov,
c=US
Date: 2023.09.19 15:05:38 -0400
Laura Weidgans
Deputy Town Clerk

Proposer's Acknowledgement of Receipt of Addendum #2:

Firm's Name: JMorton Planning and Landscape Architecture
Authorized Signature: Jennifer L. Morton
Print Name: Jennifer L. Morton
Title: President
Date: Oct 23, 2023

End of Addendum No. 2



TOWN OF LAKE PARK
535 Park Ave.
Lake Park, Florida 33403

PROJECT:
**CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES),
LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED
SERVICES.**

ITB #: 113-2023

ADDENDUM #3:

September 22, 2023

Questions and Clarifications

Question 1: Do resumes count toward the page limit in RFP 113-2023? On page 5 of the RFP it says the page limit is no more than 35 pages excluding resumes, but page 11 of the evaluation criteria states that resumes will be counted toward the page limit.

Response: Paragraph 2-a on Page 5 of the RFP Document is hereby amended as follows:

Proposals from responding firm (Respondents) shall be no more than thirty-five (35) pages in length, **including** résumés. Any résumé included (team leader, core team member, etc.) shall not exceed one (1) page. The proposal shall also include all information required in Exhibits B, H, and I of this RFP; these pages will not be counted toward the page limit.

Proposers must acknowledge receipt of this Addendum No. 3 in the space provided below. This addendum forms an integral part of the proposal document and therefore must be executed.

Failure to return this addendum with your proposal submittal will be cause for disqualification.

Issued By: Town of Lake Park, Office of the Town Clerk

Date: _____

Signed By: **Laura Weidgans**
Digitally signed by Laura Weidgans
DN: cn=Laura Weidgans, o=Town of
Lake Park, ou=Deputy Town Clerk,
email=lweidgans@lakeparkflorida.gov,
c=US
Date: 2023.09.25 14:54:31 -0400
Laura Weidgans
Deputy Town Clerk

Proposer's Acknowledgement of Receipt of Addendum #3:

Firm's Name: J. Morton Planning and Landscape Architecture
Authorized Signature: Jennifer L. Morton
Print Name: Jennifer L. Morton
Title: President
Date: Oct 23, 2023

End of Addendum No. 3



TOWN OF LAKE PARK
535 Park Ave.
Lake Park, Florida 33403

PROJECT:
CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES),
LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED
SERVICES.

ITB #: 113-2023

ADDENDUM #4:

September 25, 2023

Questions and Clarifications

Question 1: Please provide us with the Comprehensive Plan and Capital Improvement Program for FY 2024-2027. If this plan is not yet finalized, please provide us with the draft version.

Response: The Town's current Comprehensive Plan is available on the Town's Website. Please visit the following URL to access the **Comprehensive Plan**:
<https://www.lakeparkflorida.gov/government/departments/community-development/permit-other-documents>

Details about principal Capital Improvement Projects currently underway or programmed for implementation during FY 2024-2027 can be accessed via the Town's Website.

Please visit the following URL to access the **Capital Projects**:

<https://www.lakeparkflorida.gov/government/departments/public-works-department/new-projects>

Question 2: May a firm submit qualifications as a prime respondent as well as a subconsultant on another team?

Response: Yes, this is permissible.

Question 3: Request for Proposals Advertisement, Section 2, Response Format and Other General Provisions, indicates that the 1 page resumes are "EXCLUDED" from the 35 page limit, however, Article IV. Evaluation Criteria, indicates that the resumes "WILL BE" counted toward the page limit. Please clarify your intent.

Response: This question was already addressed by the Town in Addendum No. 3, which was published on September 25, 2023. Please reference Addendum No. 3 for additional information.

Proposers must acknowledge receipt of this Addendum No. 4 in the space provided below. This addendum forms an integral part of the proposal document and therefore must be executed.

Failure to return this addendum with your proposal submittal will be cause for disqualification.

Issued By: Town of Lake Park, Office of the Town Clerk

Date: _____

Signed By: Laura Weidgans
Digitally signed by Laura Weidgans, DN: cn=Laura Weidgans, o=Town of Lake Park, ou=Deputy Town Clerk, email=laura.weidgans@lakeparkfl.com, c=US, Date: 2023.09.25 11:01:09 -0400
Laura Weidgans
Deputy Town Clerk

Proposer's Acknowledgement of Receipt of Addendum #4:

Firm's Name: J Morton Planning and Landscape Architecture
Authorized Signature: Jennifer L. Morton
Print Name: Jennifer L. Morton
Title: President
Date: Oct 23, 2023

End of Addendum No. 4



TOWN OF LAKE PARK
535 Park Ave.
Lake Park, Florida 33403

PROJECT:
**CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES),
LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED
SERVICES.**

ITB #: 113-2023

ADDENDUM #5:

September 28, 2023

Questions and Clarifications

Question 1: Do tab/section dividers count towards the 35-page limit requirement?

Response: No, neither tab/section dividers, Addendums, or Exhibits required to be submitted with a Response (Exhibit B, Exhibit H, and Exhibit I) count toward the 35-page limit.

Proposers must acknowledge receipt of this Addendum No. 5 in the space provided below. This addendum forms an integral part of the proposal document and therefore must be executed.

Failure to return this addendum with your proposal submittal will be cause for disqualification.

Issued By: Town of Lake Park, Office of the Town Clerk

Date: _____

Signed By: **Laura Weidgans**
Digitally signed by Laura Weidgans
DN: cn=Laura Weidgans, o=Town of
Lake Park, ou=Deputy Town Clerk,
email=laura.weidgans@lakeparkfla.gov,
c=US, #2.5.4.43=11 00 11 00 00

Laura Weidgans
Deputy Town Clerk

Proposer's Acknowledgement of Receipt of Addendum #5:

Firm's Name: J. Morton Planning and Landscape Architecture
Authorized Signature: Jennifer L. Morton
Print Name: Jennifer L. Morton

Title: President
Date: Oct 23, 2023

End of Addendum No. 5



TOWN OF LAKE PARK
535 Park Ave.
Lake Park, Florida 33403

PROJECT:
**CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES),
LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED
SERVICES.**

ITB #: 113-2023

ADDENDUM #6:

September 29, 2023

Questions and Clarifications

Question 1: *Would a Table of Contents within the proposal be included or excluded from the established 35-page count limit?*

Response: No, neither tab/section dividers, **Table of Content**, Addendums, or Exhibits required to be submitted with a Response (Exhibit B, Exhibit H, and Exhibit I) count toward the 35-page limit.

Proposers must acknowledge receipt of this Addendum No. 6 in the space provided below. This addendum forms an integral part of the proposal document and therefore must be executed.

Failure to return this addendum with your proposal submittal will be cause for disqualification.

Issued By: Town of Lake Park, Office of the Town Clerk

Date: _____

Signed By: **Laura Weidgans**
Digitally signed by Laura Weidgans
DN: cn=Laura Weidgans, o=Town of
Lake Park, ou=Deputy Town Clerk,
email=laura@townoflakeparkfl.com,
c=US
Date: 2023.09.29 11:07:21 -0400
Laura Weidgans
Deputy Town Clerk

Proposer's Acknowledgement of Receipt of Addendum #5:

Firm's Name: *J. Morton Planning and Landscape Architecture*

Authorized Signature: Jennifer L. Morton
Print Name: Jennifer L. Morton
Title: President
Date: Oct 23, 2023

End of Addendum No. 6



TOWN OF LAKE PARK
535 Park Ave.
Lake Park, Florida 33403

PROJECT:
**CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES),
LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED
SERVICES.**

ITB #: 113-2023

ADDENDUM #7:

October 9, 2023

Questions and Clarifications

Question 1: Are licenses, registrations, and certifications excluded from the 35-page limit?

Response: Licenses, registrations, certifications, and other documents submitted as evidence of a firm's qualifications **ARE INCLUDED** and count towards the RFP response's 35-page limit.

Proposers must acknowledge receipt of this Addendum No. 7 in the space provided below. This addendum forms an integral part of the proposal document and therefore must be executed.

Failure to return this addendum with your proposal submittal will be cause for disqualification.

Issued By: Town of Lake Park, Office of the Town Clerk

Date: _____

Signed By: **Laura Weidgans**
Digitally signed by Laura Weidgans
DN: cn=Laura Weidgans, o=Town of
Lake Park, ou=Deputy Town Clerk,
email=laura.weidgans@lakeparkfla.gov,
c=US
Date: 2023.10.09 11:48:18 -04'00'
Laura Weidgans
Deputy Town Clerk

Proposer's Acknowledgement of Receipt of Addendum #7:

Firm's Name: J. Morton Planning and Landscape Architecture
Authorized Signature: Jennifer R. Mote

Print Name: Jennifer L. Morton
Title: President
Date: Oct 23, 2023

End of Addendum No. 7



TOWN OF LAKE PARK
535 Park Ave.
Lake Park, Florida 33403

PROJECT:
**CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES),
LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED
SERVICES.**

ITB #: 113-2023

ADDENDUM #8:

October 11, 2023

Questions and Clarifications

Question 1: Can the Town please clarify what documentation/agreements we'll need to provide for subconsultants?

Response: When proposing the use of sub-consultants in your response to the RFP, it will suffice to include details about the scope of services the sub-consultant is qualified, willing and able to provide to the Town on behalf of the Firm; also, include the sub-contractor's location and number of years of experience in each discipline. It's important to note that should your Firm be selected to enter into a continuing service agreement, the Town will at that time request copies of the subcontractor's licenses, certifications, and any and all agreements the Firm has entered into with the subconsultant(s). Such Agreement(s) must remain valid through the initial term of the Agreement the Town and the Firm will enter into.

Question 2: Will it suffice if we provide a scope of work definition for each of the subconsultants within the narrative of the RFP, in lieu of providing agreements?

Response: Please reference response to Question No. 1 in this Addendum.

Question 3: Can the Town please provide its CIP plan through 2027 with budgetary allocations on a year-by-year basis?

Response: Budgets for projects included in the Town's Capital Improvement Program (CIP) are developed, independently for each fiscal during the months of May through August each year and then approved/adopted by the Town Commission in the month of September for the following fiscal year, which runs from October 1 through September 30. For

additional information on recent, ongoing, and programmed CIP's please reference
Addendum No. 2 and Addendum No. 4.

Proposers must acknowledge receipt of this Addendum No. 8 in the space provided below. This addendum forms an
integral part of the proposal document and therefore must be executed.

Failure to return this addendum with your proposal submittal will be cause for disqualification.

Issued By: Town of Lake Park, Office of the Town Clerk

Date: _____

Signed By: **Laura Weidgans**
Digitally signed by Laura Weidgans
DN: cn=Laura Weidgans, ou=Office of Lake
Park, email=Laura.Weidgans@lakeparkfl.com,
c=US
Date: 2023.10.11 10:12:11 -0400
Laura Weidgans
Deputy Town Clerk

Proposer's Acknowledgement of Receipt of Addendum #8:

Firm's Name: J. Morton Planning and Landscape Architecture
Authorized Signature: Jennifer L. Morton
Print Name: Jennifer L. Morton
Title: President
Date: Oct 23, 2023

End of Addendum No. 8



TOWN OF LAKE PARK
535 Park Ave.
Lake Park, Florida 33403

PROJECT:
**CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES),
LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED
SERVICES.**

ITB #: 113-2023

ADDENDUM #9:

October 13, 2023

Questions and Clarifications

Question 1: Please elaborate on what is requested in Tab 6 regarding our familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite.

Response: As outlined in Exhibit A, Section II, Paragraph D of the RFP Document, selected consultants will "Perform electronic planning/ engineering analysis, traffic studies, etc., as required in support of the TOWN's development review and approval process." Additionally, the TOWN recently purchased Tyler Technologies' EnerGov Enterprise Community Development Software Suite (<https://www.tylertech.com/products/enterprise-permitting-licensing>), which will soon replace CAP Government (<https://capfla.com/>) as the Town's software platform for submitting and review of plans and other documents associated with community development.

Furthermore, in Tab 6 of the Response, Consultants will be evaluated on several criteria, including among others, their understanding of the Town's governmental process, understanding of the Town's current development activity and capital program, previous direct work for the Town, and their familiarity and previous experience utilizing Tyler Technologies' EnerGov Enterprise Community Development Software Suite.

Proposers must acknowledge receipt of this Addendum No. 9 in the space provided below. This addendum forms an integral part of the proposal document and therefore must be executed.

Failure to return this addendum with your proposal submittal will be cause for disqualification.

Issued By: Town of Lake Park, Office of the Town Clerk

Date: _____

Signed By: Laura Weidgans
Digitally signed by Laura Weidgans
DN: cn=Laura Weidgans, o=Town of
Lake Park, ou=Deputy Town Clerk,
email=laura.weidgans@lakelakepark.ga
x.509 Date: 2023.10.15 08:57:18 -0400
Laura Weidgans
Deputy Town Clerk

Proposer's Acknowledgement of Receipt of Addendum #9:

Firm's Name: J Morton Planning and Landscape Architecture
Authorized Signature: Jennifer L. Morton
Print Name: Jennifer L. Morton
Title: President
Date: Oct 23, 2023

End of Addendum No. 9