

RFQ'S To Update/Prepare A Comprehensive Plan

Confluence, MSA Professional Services, Leland Consulting.

1. **Experience, Qualifications and Expertise:** Confluence has over 17 years of experience in community & regional planning and landscape architecture. MSA Professional Services has over 80+ years of experience as a full service consulting firm. Leland Consulting Group has over 25+ years of experience in development & redevelopment real estate.

Consulting team on this project:

- **Christopher Shires**, AICP, Confluence, Principal-in-Charge (Project Manager).
 - 20+ years of experience as a planner and project manager.
 - **Seth Gray**, ASLA, LEED AP, Confluence, Landscape Architect (Trail Specialist).
 - 12 years of landscape architecture experience.
 - **Christopher Janson**, AICP, MSA, Project Planner.
 - 13 years of planning experience.
 - **Shawn O'Shea**, AICP, MSA, Project Planner.
 - 3 years of planning & community development experience.
 - **Chris Zahas**, AICP, Leland Consulting, Managing Principal (Market Strategy).
 - 15 years of planning experience.
 - **Ted Kamp**, Leland Consulting, Associate (Market analyst).
 - 19 years of planning experience.
2. **Capabilities and Resources:** Confluence has offices in Des Moines so it will be easy to contact them if we have questions regarding the project. We have prior work relations with Confluence on our trail hub project.
 3. **Scope of Work and Timeline:** They have laid out a detailed schedule that lays out what tasks will be done at what time in a calendar format that's great to read from August 2015 to June 24th, 2016.
 4. **Quality, Thoroughness and Responsiveness of Proposal:** They have done a good job detailing the outline for the feasibility project for what the City of Windsor Heights is looking for. The response is laid out in a manner that is easy to understand and access.
 5. **References:**
 - **Lansing Comprehensive Plan Update (Confluence + consultants):** Lansing, Kansas. Mr. John Jacobson, Community Development Superintendent. 913-727-2400

- **Arsenal Gateway Revitalization Plan (MSA):** Rock Island, Illinois. Mr. Ben Griffith, Planning & Redevelopment Administrator. 309-732-2901
- **Wilton Downtown Revitalization Plan (MSA):** Wilton, Iowa, Mr. Chris Ball, City Administrator. 563-732-2115

6. Summary of Similar Projects:

- **City of Lansing Comprehensive Plan Update (Christopher Shires, Confluence);** This was developed to update the existing plan to accommodate the recent growth and expansion of the Legends district in Wyandotte County. **Budget: \$141,000**
- **Arsenal Gateway Revitalization Plan (Christopher Janson, MSA 2012);** This plan was constructed to provide public & private improvements, realignment and narrowing of 4th Street to improve vehicle & pedestrian safety, and features a series of specific strategies to attract and direct private investment. **Budget: \$72,500**
- **Main Avenue Redesign and Downtown Development Advisory Services (Leland);** The highlighted features of this downtown district plan was to improve the streetscape along Main Avenue, façade, and parking management. **Budget: \$48,310**

Their Scope of work will be broken down as the following:

A. Plan Kick-Off.

- i. Project kick-off meeting.
- ii. Establish citizen’s advisory committee.
- iii. Public participation plan.
- iv. Data gathering and base mapping.
- v. Online engagement.
- vi. Initial open house.

B. Economic Development Analysis.

C. Vision, Input + Direction.

- i. Citizen’s advisory committee (CAC) meeting #1.
- ii. Community forum series #1.
- iii. Tabulation of results/vision statement development + CAC meeting #2.
- iv. Visioning joint workshop.

D. Strategic Direction And Draft Comprehensive Plan.

- i. Develop draft comprehensive plan.
- ii. CAC meeting #3 and stakeholder briefings.
- iii. Strategic direction.
- iv. Strategic direction joint workshop.
- v. Refine draft comprehensive plan.
- vi. CAC meeting #4 and stakeholder briefings.

vii. Community forum series #2 (2-3 meetings).

E. Zoning Code Update.

F. Final Comprehensive Plan + Adoption.

- i. Finalize comprehensive plan.
- ii. Public hearings and adoption.

RFQ'S To Update/Prepare A Comprehensive Plan

Benchmark CMR

1. **Experience, Qualifications and Expertise:** Benchmark CMR has over 30 years of full-service planning experience.

Consulting team on this project:

- **Jason Epley, AICP, Project Manager.**
 - 20+ years of experience as a planner and project manager.
- **Vagn Hansen, AICP, Assistant Project Manager.**
 - 12 years of planning experience.
- **Erin Burris, AICP, Planner.**
 - 14 years of planning experience.
- **Kris Krider, AICP, Urban Designer.**
 - 25 years of planning & design experience.
- **Amy Jo Denton, PMP, Urban Designer/Planner.**
 - 18 years of consulting experience.
- **Jim Dougherty, MCRP, Planning Advisor/Facilitator.**
 - 35 years of planning experience.

2. **Capabilities and Resources:** Benchmark CMR has offices in St. Louis & Charlotte so difficulties might arise if we have problems that need to be addressed quickly. Most of their work has been based on the east coast in the Carolinas, Missouri, and one project up in Dubuque.
3. **Scope of Work and Timeline:** They have laid out a schedule that lays out what tasks will be done at what time in a calendar/month format that's not the easiest to read. If all goes according to their plan, they would start August 2015 (month 1 in this packet) complete the project in June 2016 (month 11) and send final deliverables in July 2016 (month 12).
4. **Quality, Thoroughness and Responsiveness of Proposal:** This is not the flashiest proposal by any means and seems to be pretty basic and simple after reading through it. They have done an alright job detailing the outline for the feasibility project for what the City of Windsor Heights is looking for.
5. **References:**
 - **Comprehensive Plan – Shepherdstown, WV (2014):** Shepherdstown, West Virginia. Mr. David Rosen, Town Council Member. rosend@gmail.com

- **Comprehensive Plan – Blowing Rock, NC (2014):** Blowing Rock, North Carolina. Mr. Kevin Rothrock, AICP, Planning Director. krothrock@townofblowingrock.com
- **Comprehensive Land Use Plan – Lumberton, NC (2015):** Lumberton, North Carolina. Mr. Brandon Love, AIA, Planning Director. blove@ci.lumberton.nc.us

6. Summary of Similar Projects:

- **Comprehensive Plan – Shepherdstown, WV (Jason Epley, Vagn Hansen, Kris Krider, Amy Jo Denton);** This was developed to update the existing plan that was adopted in 2001. Not much is provided in terms of specific details about this project in their packet. **Budget: \$40,000**
- **Comprehensive Plan – Blowing Rock, NC (Jason Epley, Vagn Hansen, Kris Krider, Amy Jo Denton);** This plan was adopted to provide the Town of Blowing Rock, NC with a 10 year comprehensive plan update. The main focus of this project was to develop small area plans for downtown and the current and future medical facility properties. **Budget: \$73,250**
- **Comprehensive Land Use Plan – Lumberton, NC (Jason Epley, Vagn Hansen, Amy Jo Denton);** The highlighted features of this land use plan was to revitalize the downtown, older industrial areas, historic neighborhoods and legacy commercial corridors. **Budget: \$64,750**

Their Scope of work will be broken down as the following:

A. Project Initiation And Background Research.

- i. Project initiation.
- ii. Background research.
- iii. Public outreach plan.
- iv. Public input workshop.

B. Draft Plan Development Phase.

- i. Vision and goal development.
- ii. Prepare comprehensive plan working draft.
- iii. Public input on draft plan.

C. Final Plan Development And Adoption Phase.

RFQ'S To Update/Prepare A Comprehensive Plan

Snyder & Associates, Inc. & Strategic Economics Group

1. **Experience, Qualifications and Expertise:** Snyder & Associates, Inc. has over 38 years of multi-disciplinary engineering and planning experience. The members Strategic Economics Group has over 100 years of full service planning experience.

Consulting team on this project:

- **Mindy Moore**, AICP, Snyder, Project Manager.
 - 15 years of experience as a planner and project manager.
 - **Richard Voelker**, P.E., Snyder, Principal/Transportation Group Director.
 - 20 years of transportation engineering experience.
 - **Kathleen Connor**, Snyder, Senior Planner.
 - 30 years of planning experience.
 - **Jared Foss**, Snyder, Planner.
 - 3 years of planning experience.
 - **Diane Goering**, PLA, Snyder, Landscape Architect.
 - 11 years of landscape architecture experience.
 - **Mindy Sauer**, Snyder, Graphic Designer.
 - 12 years of graphic design experience.
 - **Michael Lipsman**, Strategic Economics, Economist/Planner
 - 30+ years of economic and planning experience.
 - **Harvey Siegelman**, Strategic Economics, President and Economist.
 - 30+ years of economic and legislative experience.
2. **Capabilities and Resources:** Snyder & Associates has several offices in Iowa, including their corporate office in Ankeny. They have done numerous projects in Central Iowa and have an understanding of what needs to be done for this project. Strategic Economics Group also has done a variety of projects in Central Iowa as well.
 3. **Scope of Work and Timeline:** They have laid out a schedule that lays out what tasks will be done at what time in a calendar format that's ok to read. If all goes according to their plan, they would start in August 2015 and complete/send final deliverables of the project in June 2016.
 4. **Quality, Thoroughness and Responsiveness of Proposal:** This is a pretty simple layout of their proposal, but it is easy to read and understand what their ideas for this project are. They have done a good job detailing the outline for the feasibility project for what the City of Windsor Heights is looking for.

5. References:

- **Imagine Polk City Comprehensive Plan – Polk City, IA (Snyder, 2016 completion date):** Polk City, Iowa. Mr. Gary Mahannah, City Administrator. gmahannah@polkcity.org
- **Knoxville Bicycle and Trail Master Plan (Snyder, 2016 completion date):** Knoxville, Iowa. Mr. Aaron Adams, Assistant City Manager. assistantcitymanager@knoxvilleia.gov
- **Cross-Town Connector Impact Study & Design (Snyder, 2015):** Fort Dodge, Iowa. Mr. Chad Schaeffer, City Engineer. cschaeffer@fortdodgeiowa.org

6. Summary of Similar Projects:

- **Imagine Polk City Comprehensive Plan (Mindy Moore, Jared Ross);** This plan was envisioned to identify a future vision for the city including growth areas, street network, and future park & trail developments. **Budget: \$39,889**
- **Knoxville Bicycle and Trail Master Plan (Mindy Moore, Jared Foss);** This plan was designed to develop a complete bicycle and pedestrian system with connections to various destinations. The plan identified new routes to create a trail loop around the city and identified preferred corridors on existing streets throughout town to add bicycle facilities and improve walkability for all ages and abilities. **Budget: \$35,600**
- **Cross-Town Connector Impact Study & Design – Fort Dodge, IA (Diane Goering);** The focus of this project was to review, analyze and design the realignment of IA Highway 926 through Downtown Fort Dodge. Additionally, this study sought to address the need to revitalize Downtown Fort Dodge as well. **Budget: \$7,912,000**

Their Scope of work will be broken down as the following:

A. Commence & Collect.

I. Commence

- i. Hold internal review team (IRT) kick-off meeting.
- ii. Form a planning advisory committee (PAC).
- iii. Identify additional stakeholders.

II. Collect

- i. Gather & review existing plans.
- ii. Analyze data and trends.
 - Population and demographic trends.
 - Housing conditions.
 - Economic.
- iii. Map existing conditions.

B. Engage & Envision.

I. Engage

- i. Hold an IRT meeting.
- ii. Hold a PAC meeting.
- iii. Conduct stakeholder interviews and/or focus groups.
- iv. Perform broader public involvement.
 - o Survey, online and social media, special events, etc.

II. Envision

- i. Develop the community's vision and identity.
- ii. Draft goals and objectives.
- iii. Future conditions maps
- iv. Housing study.
- v. Supplementary plans.
- vi. Economic analysis.
- vii. Implementation plan.

C. Document & Deliver.

I. Document

- i. Introduction.
- ii. Existing conditions.
- iii. Future vision.
- iv. Implementation plan.
- v. Prepare presentation.

II. Deliver

- i. IRT and PAC joint meeting.
- ii. Planning and zoning commission.
- iii. City Council adoption.
- iv. Final document delivery.

RFQ'S To Update/Prepare A Comprehensive Plan

JEO Consulting Group Inc., HDR, Inc.

1. **Experience, Qualifications and Expertise:** JEO Consulting has 78 years of experience in engineering consulting services. HDR, Inc. has 98 years of experience in engineering, architecture, environmental and construction services.

Consulting team on this project:

- **Jeffrey Ray, AICP, JEO Consulting, Planning Department Manager (Lead Project Manager).**
 - 22 years of experience as a planner and project manager.
- **Clinton Sloss, JEO Consulting, Planning/Economic Development.**
 - 6 years of planning experience.
- **David Potter, JEO Consulting, Planning/Zoning.**
 - 20 years of planning and zoning experience.
- **Kevin Andersen, JEO Consulting, Planning/Economic Development.**
 - 9 years of economic development experience.
- **Doug Bisson, AICP, ENV SP, HDR Inc., Community Planning Manager (urban design).**
 - 24 years of planning experience.
- **Michael Gilligan, JEO Consulting, Planner.**
 - 2 years of planning experience.
- **Tonya Carlson, JEO Consulting, Urban Design.**
 - 2 years of planning experience.
- **Andy Gorman, PLA, ASLA, HDR Inc., Landscape architect.**
 - 9 years of landscape architecture experience.
- **Troy Henningson, CLA, LEED AP, HDR Inc., Landscape architect.**
 - 17 years of landscape architecture experience.
- **Rick Allely, CEcD, JEO Consulting, Economic development.**
 - 27 years of economic development experience.
- **Justin Vogel, PE, JEO Consulting, Iowa Transportation Department Manager.**
 - 12 years of civil engineering experience.
- **Perry Gjersvik, PE, JEO Consulting, Senior Project Manager.**
 - 30 years of civil engineering and project management experience.
- **Jenifer Bates, PE, JEO Consulting, Civil Engineer.**
 - 17 years of civil engineering experience.

2. **Capabilities and Resources:** JEO Consulting has an office in Ankeny so it will be easy to contact them if we have questions regarding the project.
3. **Scope of Work and Timeline:** They have laid out a detailed schedule that lays out what tasks will be done at what time in a calendar format that's ok to read from August 2015 to May, 2016.
4. **Quality, Thoroughness and Responsiveness of Proposal:** They have done a good job detailing the outline for the feasibility project for what the City of Windsor Heights is looking for. There are parts of the study, such as the beginning part of their scope of work that might come off as overwhelming at first.
5. **References:**
 - **Comprehensive Plan Update – Lexington, Nebraska (JEO & HDR 2013):** Lexington, Nebraska. Mr. Joe Pepplichtsch, City Manager. jpepp@cityoflex.com
 - **Comprehensive Plan Update – Blair, Nebraska (JEO & HDR 2014-Current):** Blair, Nebraska. Mr. Phil Green, Assistant City Administrator. pcgreen@ci.blair.ne.us
 - **Comprehensive Plan Update – Ralston, Nebraska (JEO & HDR 2013):** Ralston, Nebraska. Mr. Donald Groesser, Mayor. dgroesser@cityofralston.com
6. **Summary of Similar Projects:**
 - **City of Lexington Comprehensive Plan Update (Jeffrey Ray, David Potter, Michael Gilligan);** This plan was approved to help guide the city of Lexington, NE for the next 25 years. Focused on redevelopment and expanding the corporate limits of the city. **Budget: \$134,060**
 - **City of Blair Comprehensive Plan Update (Jeffrey Ray, Kevin Andersen);** This plan sought to address strategies for housing, economic, and workforce development for the next 20 years in a relatively landlocked city. The design team also developed a concept for entryway corridors into the community that reflect the high quality of life found within the city. **Budget: \$61,650**
 - **City of Ralston Comprehensive Plan Update (Jeffrey Ray, Michael Gilligan);** This comprehensive plan prioritized pedestrian-oriented, mixed-use development sites that would allow Ralston to re-position itself and provide an attractive environment for people to live, work, and play **Budget: \$59,790**

Their Scope of work will be broken down as the following:

A. Project Kick-off and Organization.

- i. Establish an advisory committee.
- ii. Develop a public participation plan.
- iii. Develop a proposed meeting schedule.
- iv. Establish the base maps in ArcGIS format.
- v. Conduct a kick-off meeting.

B. Profile Windsor Heights.

- i. Survey existing land uses in Windsor Heights.
- ii. Analyze the natural resources and hazards.
- iii. Analyze housing stock.
- iv. Survey and evaluate existing and proposed city facilities and infrastructure.
- v. Review and survey existing neighborhoods.
- vi. Evaluate transportation facilities.
- vii. Review all public facilities.
- viii. Review Windsor Heights for commercial/industrial redevelopment opportunities.
- ix. Review the existing studies and reports.
- x. Review of Windsor Heights for housing development opportunities.

C. Envision Windsor Heights.

- i. Facilitate MySidewalk for online public input.
- ii. Conduct two town hall meetings.
- iii. Conduct focus group meetings with designated groups.
- iv. Identify potential residential development sites.
- v. Prepare a summary report of key issues and strategies.
- vi. Analyze existing regulations and policies and explore opportunities to incorporate sustainability measures.

D. Achieve Windsor Heights.

- i. Develop a housing plan.
- ii. Develop a land use plan and corresponding maps.
- iii. Develop a transportation plan.
- iv. Coordinate the park and recreation master plan.
- v. Develop a comprehensive sustainability plan.
- vi. Develop other supplementary plan elements.
 - o Colby Park, University Ave & Hickman Road Corridors, etc.

E. Implement Windsor Heights.

- i. Identify key persons/groups in the community who will need to be involved in the implementation of the plan.
- ii. Research and identify specific funding sources.
- iii. Identify a set of tasks for the city to complete in the short, medium, and long term.
- iv. Finalize the comprehensive plan and provide for public review.
- v. Review zoning.
- vi. Develop a HTML smart plan for integration on the city's website.

RFQ'S To Update/Prepare A Comprehensive Plan

RDG Planning & Design.

1. **Experience, Qualifications and Expertise:** RDG Planning & Design has over 26 years of experience in community and regional planning.

Consulting team on this project:

- **Pat Boddy, PE, Sustainability Director (Project Director).**
 - Will guide the public participation process.
 - 40+ years of experience as a planner and project manager.
- **Cory Scott, AICP, Urban Planner (Project Management Team).**
 - Day-to-day contact for the planning process.
 - 15 years of planning experience.
- **Lorin Ditzler, AICP, Planner (Project Management Team).**
 - Day-to-day contact for the planning process.
 - 9 years of planning and communication experience.
- **Martin Shukert, FAICP, Principal Planner (Land Use, Housing, and Transportation).**
 - Will lead development for overall land use, housing, and transportation.
 - 40+ years of planning & urban design experience.
- **Ryan Peterson, PLA, ASLA, Landscape Architect (Public Engagement, Environmental Systems, and Water Resources).**
 - Water and environmental resources.
 - 9 years of landscape architecture experience.
- **Scott Crawford, PLA, ASLA, Senior Partner and Landscape Architect (Parks Planning).**
 - Will help in the design of parks and Recreation concepts.
 - 13 years of landscape architecture experience.
- **John Peterson, PE, AICP, Peterson Planning Strategies, Planner (Zoning & Implementation).**
 - Will head zoning recommendations for this project.
 - 37 years of planning experience.
- **Mindy Inthalangsy, Graphic Designer (Identity & Branding).**
 - Will provide guidance and advice on branding for the City of Windsor Heights community.
 - 15 years of graphic design experience.

2. **Capabilities and Resources:** RDG Planning & Design has offices in Des Moines and Ames so it will be easy to contact them if we have questions regarding the project.
3. **Scope of Work and Timeline:** They have laid out a detailed schedule that lays out what tasks will be done at what time in a calendar format that's great to read from August/September 2015 to June, 2016.
4. **Quality, Thoroughness and Responsiveness of Proposal:** They have done a good job detailing the outline for the feasibility project for what the City of Windsor Heights is looking for. The response is laid out in a manner that is easy to understand and access.
5. **References:**
 - **Hays Comprehensive Plan:** Hays, Kansas. Mr. Paul Briseno, Assistant City Manager. 785-628-7320
 - **8th Street Complete Green Street – Western Technical College:** Lacrosse, Wisconsin. Mr. Paul Amborn, Western Technical College. ambornp@westerntc.edu
 - **The Neighborhood at Indian Creek:** Marion, Iowa. Mr. Thomas Trehame, Planning & Development Director. 319-743-6300
6. **Summary of Similar Projects:**
 - **City of Hays Comprehensive Plan;** This plan was developed to design a land use framework for the Interstate 70 gateways into the city, with an emphasis on improved pedestrian and bicycle access.
 - **Western Technical College 8th Street Complete Green Street (Patricia Boddy, Ryan Peterson);** This plan was created to provide a pedestrian and bicycle friendly street that could serve as the campus' primary arterial.
 - **City of Marion Neighborhood at Indian Creek (Patricia Boddy);** The primary feature of this special district plan is to promote walkability with community open space, pedestrian corridors, limited travel distances and centrally located amenities that encourage neighbors to interact.

Their Scope of work will be broken down as the following:

- A. **Public Involvement and Community Vision.**
 - i. Steering committee & staff meetings.
 - ii. Website and community survey .
 - iii. Public engagement campaign.
 - iv. Visioning workshop.
 - v. Focus groups.
- B. **Windsor Heights Today – Where are we now?.**
 - i. Population and demographic snapshot/review.

- ii. Community history and character.
- iii. Housing and development trends.
- iv. Land use inventory.
- v. Economic analysis.
- vi. Transportation issues and changes.
- vii. Community amenities: cultural resources, city services, parks & recreation.
- viii. Infrastructure, energy and utilities.
- ix. Environmental and agricultural resources.
- x. Hazard mitigation.

C. Recommendations for the Future – Where do we want to go?.

- i. Land use and development concept.
- ii. Walkability & balanced transportation.
- iii. Community identity & brand.
- iv. Community amenities: cultural resources, city services, parks & recreation.
- v. Infrastructure, energy & hazard planning.
- vi. Housing & neighborhood plan.
- vii. Economic development.
- viii. Supplementary plans (special interest areas).
- ix. Smart growth & sustainable policies.
- x. Intergovernmental collaboration and communication.

D. Implementation and Code Review – How do we get there?

- i. Zoning and subdivision ordinance review.
- ii. Capital improvement plan, financing, and prioritization.
- iii. Planning commission/city council workshop.
- iv. Community buy-in.
- v. Compliance with Iowa smart planning principles.

RFQ'S To Update/Prepare A Comprehensive Plan

WFN Consulting, Nelsnick Enterprises, and Hall Consulting Inc.

1. **Experience, Qualifications and Expertise:** WFN Consulting, Nelsnick Enterprises, and Hall Consulting have worked on a variety of planning projects with several cities and counties ranging in populations from 15,000 to over 2 million. Consulting team on this project:
 - **Jeremy Gray**, MPA, WFN Consulting, Project Manager (Lead Project Manager).
 - 12 years of experience as a project manager.
 - **Melissa Mailloux**, WFN Consulting, Senior Project Consultant.
 - 10 years of consulting experience.
 - **Shuna Mason**, ABD, WFN Consulting, Project Consultant.
 - 8 years of public policy & research experience.
 - **Robert Sills**, AICP, Nelsnick Enterprises, Principal Planner.
 - 20 years of planning experience.
 - **Natasha Barreto**, M.Ed, Nelsnick Enterprises, President.
 - 10 years of marketing experience.
 - **Marilyn Hall**, AICP, Hall Consulting, Planner.
 - 18 years of planning experience.
2. **Capabilities and Resources:** Due to the increased number of firms/groups working on this project, there will be a wide range of ideas that can be tossed around to come up with a plan agreeable with the City of Windsor Heights.
3. **Scope of Work and Timeline:** They have laid out a detailed schedule that lays out what tasks will be done at what time in a calendar format that's easy to read from August 17th, 2015 to June 24th, 2016.
4. **Quality, Thoroughness and Responsiveness of Proposal:** They have done a good job detailing the outline for the feasibility project for what the City of Windsor Heights is looking for.
5. **References:**
 - **Community Development and Housing Planning Study for the City of Galveston – State of Texas General Land Office (2014):** Galveston, Texas. Mr. Tim Jenkins, Texas General Land Office Disaster Recovery Program. tim.jenkins@glo.texas.gov
 - **Fair Housing and Equity Assessment for the Mid-South Regional Greenprint and Sustainability Plan (2013-2014):** Shelby County, Tennessee. Mr. John Zeanah, Administrator Memphis and Shelby County Office of Sustainability. john.zeanah@memphistn.gov

- **Consolidated Plan, Annual Action Plan, and Analysis of Impediments to Fair Housing (2014-2015):** Waukesha County, Wisconsin. Ms. Kristin Silva, Community Development Manager Waukesha County Division of Community Development.
ksilva@waukeshacounty.gov

6. Summary of Similar Projects:

- **City of Galveston (Jeremy Gray, Melissa Mailoux);** This plan was initiated to help replace public housing units lost during Hurricane Ike. **Budget: \$421,150**
- **Shelby County, Tennessee (WFN Consulting);** This plan envisioned a network of greenspaces designed to enhance livability and sustainability in Memphis, TN and West Memphis, AR. FHEA's role in the Greenprint plan was to examine housing and infrastructure dynamics in the region to identify any barriers to opportunity for racial or ethnic minorities. **Budget: \$58,650**
- **Waukesha County, Wisconsin (WFN Consulting);** This consolidated plan prioritized community and housing needs for the next five years with an emphasis on HUD community development and affordable housing programs. **Budget: \$42,150**

Their Scope of work will be broken down as the following:

A. Project Kickoff.

- i. Initial meeting.
- ii. Community tour.
- iii. Review of previous plans.
- iv. Public involvement plan.
- v. Public kickoff meeting.

B. Plan Development.

- i. Community visioning workshops, focus groups and interviews.
- ii. Quantitative research analysis and mapping.
 - Community facilities, current/future land use, topography, etc.
- iii. Drafting of plan elements.

C. Community Vision & Identity.

D. Population.

E. Transportation.

F. Housing.

G. Economic Analysis.

H. Land Use and Zoning.

I. Supplementary Plans.

J. Smart Growth and Sustainability Policies.

K. Implementation Plan.

L. Plan Refinement

- i. Presentation of draft comprehensive plan.
- ii. Plan revision.
- iii. Submission of final draft for review.
- iv. Plan refinement.

M. Plan Adoption and Approval.

- i. Approval and adoption.
- ii. Submission of documents.