



CITY OF LEAVENWORTH
100 N. 5th Street
Leavenworth, Kansas 66048

CITY COMMISSION STUDY SESSION
COMMISSION CHAMBERS
TUESDAY, NOVEMBER 19, 2019 7:00 P.M.

Welcome - Please turn off or silence all cell phones during the Study Session.

Meetings are televised everyday on Channel 2 at 7 p.m. and midnight and available for viewing on YouTube

Study Session:

1. Presentation by Leavenworth Public Library (pg. 2)
2. Comprehensive Plan Update Presentation by Firms (pg. 3)

**STUDY SESSION POLICY REPORT
PRESENTATION BY
LEAVENWORTH PUBLIC LIBRARY**

NOVEMBER 19, 2019

Prepared by:



Carla K. Williamson, CMC
City Clerk

Reviewed by:



Paul Kramer
City Manager

ISSUE:

Library Director Matt Nojonen will provide the semi-annual update to the City Commission.

**POLICY REPORT
Comprehensive Plan Update
Presentation by Firms**

NOVEMBER 19, 2019



Prepared By:
Julie Hurley
Director of Planning and
Community Development



Reviewed By:
Paul Kramer
City Manager

DISCUSSION:

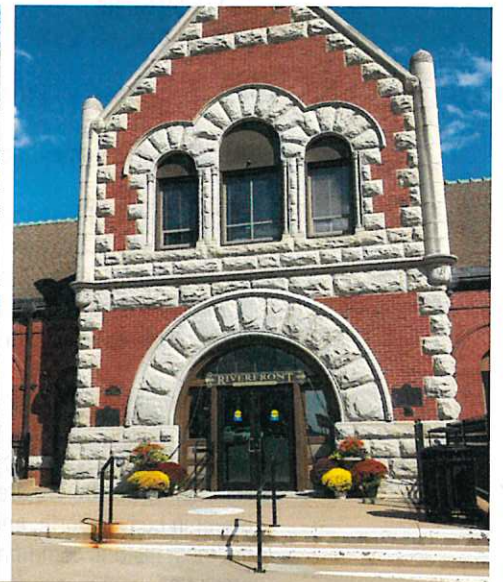
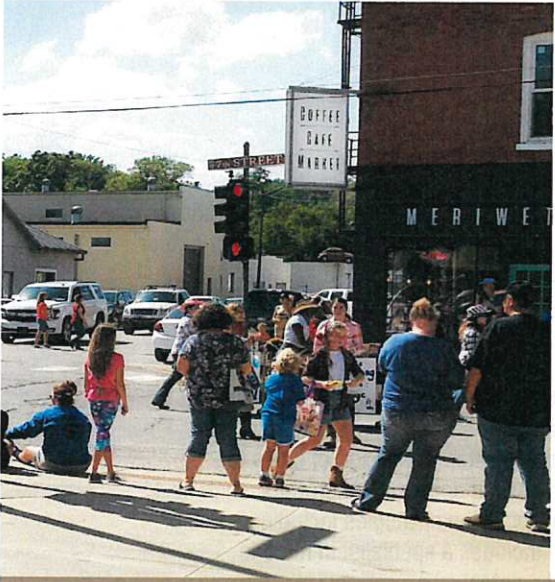
On August 23, 2019, the City of Leavenworth released an RFQ to solicit proposals from firms to perform an update of the City's Comprehensive Plan. A total of 5 proposals were received by the deadline of October 3, 2019. A staff review committee consisting of City Manager Paul Kramer, Assistant City Manager Taylour Tedder, Director of Planning and Community Development Julie Hurley, and City Planner Jacquelyn Porter reviewed the submittals and scored them against a list of criteria which had been published as part of the RFQ.

The two firms selected as finalists, in no particular order, are Shockey Consulting and RDG Planning and Design. Both firms have extensive experience with land use and comprehensive planning in comparable sized cities throughout the region. Our review committee felt strongly that both firms proposed a strong project approach and robust public engagement process for engaging stakeholders in the community.

Both firms will give a 20-30 minute presentation with additional time for questions from the Commissioners. Following the presentations at this meeting, at the regularly scheduled Commission meeting on November 26, 2019, the Commission will vote to direct staff to enter into contract negotiations with one of the firms.

ACTION/OPTIONS:

No action required.



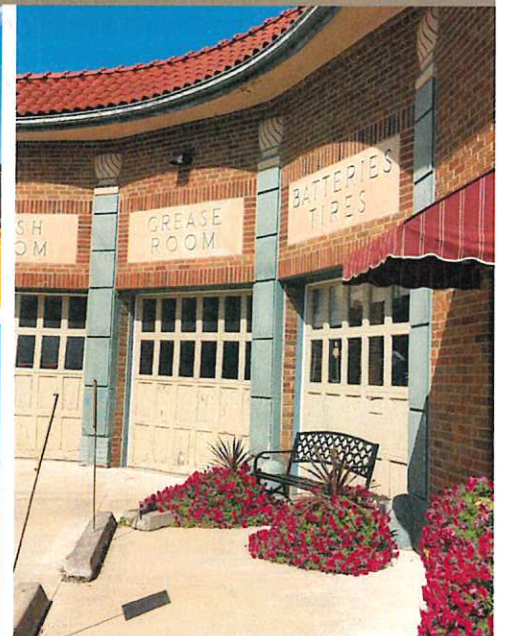
City of Leavenworth, Kansas

Comprehensive Plan Update

Submitted by RDG Planning & Design

October 11, 2019

RDG...
PLANNING • DESIGN





October 11, 2019

Leavenworth Hall
Finance Department
100 N. 5th Street
Leavenworth, KS 66048

RE: Request for Proposals for Comprehensive Plan Update

Dear Selection Committee Members,

On behalf of RDG Planning & Design and CFS Engineers, we are pleased to submit the attached proposal to collaborate with you and the citizens of Leavenworth to prepare a Comprehensive Plan Update. I recently had the opportunity to tour the community and to introduce myself to Ms. Hurley. My previous visits to Leavenworth were related to the Kansas Byways Bike and Pedestrian Plan, as well as the Kansas Byways Interpretive Signs (located in Ray Miller Park). We had the pleasure to work with our partners at CFS on both projects.

RDG Planning & Design is a multi-disciplinary firm passionate about communities where we can create meaning together. For this reason, we have been recognized as a regional leader in comprehensive planning, complete transportation planning, community housing strategies, and the growing field that relates the design of cities to community health. We are also specialists in the design and development of important community corridors, such as 4th Street in Leavenworth, and have worked all over the Midwest on downtown revitalization strategies including some of the most historic communities in Nebraska, Iowa, and South Dakota. Our team includes a specialist in historic preservation with experience working on developing historic districts in multiple states.

Our team has also had the pleasure of working in communities with large military installations, including Junction City, Kansas and Bellevue, Nebraska. Along with this, we have completed comprehensive plans with our partners at CFS in Hays, Kansas. We are proud of the successful communities across Kansas with which we have partnered in creating housing strategies. This includes Dodge City, Garden City, Salina, Great Bend, and De Soto, to name a few. We are focused on implementation and creating a plan offering more than guidance on land use for the next 20 years. This is accomplished by laying out strategic initiatives identified by residents through a highly-participatory planning process. We are eager to apply our experiences and perspectives to Leavenworth, creating a plan that is focused on long-term community health.

Our work is mission-driven, based on a commitment to improve the quality and viability of communities. We believe no one will work harder or with greater commitment to the good of Leavenworth. Furthermore, our range of experience and capabilities in planning, transportation, economic development, and technical design are well-matched to the tasks at hand. We are excited about the prospect of working on these projects with the City of Leavenworth, and we believe our team is superbly equipped to take on these important challenges with you.

Sincerely,
RDG Planning & Design

Amy Haase, AICP
Principal

RDG Planning & Design
900 Farnam on the Mall
Suite 100
Omaha, Nebraska 68102-5089

Tel 402.392.0133
Fax 402.392.0413

www.rdgusa.com

RDG Schutte Wilscam Birge, Inc.



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CONTACT:
 Amy Haase, AICP
 Principal-in-Charge

OFFICE LOCATION:
 900 Farnam Street
 Suite 100
 Omaha, Nebraska 68102
 402.392.0133
 www.rdgusa.com



RDG Planning & Design is a network of design and planning professionals, dedicated to applying our talents in extraordinary ways. **We're architects, landscape architects, engineers, artists, and planners** with a passion for design, and a drive to make a difference. Beyond creating a vibrant community, we want you to enjoy the process of getting there. With offices in Omaha (NE); St. Louis, and Des Moines (IA), RDG Planning & Design is employee-owned. More than 60% of our employees own stock in the company.

From our newest staff to the founding fathers that began their practices in the 1960's; RDG Planning & Design is dedicated to the collaborative planning process. Officially formed in 1989 as the Renaissance Design Group and crafted to bring well established firms together into practice, our organization provides the right people for integrated solutions. Areas of specialization, include: Community and Regional Planning, Historic Restoration, Public Art, Parks and Recreation, Government and Public Safety, Transportation Enhancements, Urban Design, Athletic Fields and Complexes, Corporate, Healthcare, Higher Education, K-12 Education, Senior Living and Worship Facilities.

RDG's Community and Regional Planning group provides a wide variety of design and planning services. With a growing national practice, RDG is a regional leader in urban design, downtown and housing planning, comprehensive planning, and enhancement of transportation corridors. Since our formation in 1989, we have worked in more than 300 large and small communities throughout the Midwest.

We believe in applying new ways of thinking and innovative approaches to the preparation of plans that address community and regional issues. At the same time, plan recommendations must be based upon a realistic assessment of the practicality of implementation. The resultant product, as evidenced by our numerous successful planning efforts and awards, is an innovative plan with an emphasis upon implementation.

Recognized Projects:

- 2018 National APA Daniel Burnham Award; planokc
- 2017 Nebraska APA Implementation Award; Plattsmouth Downtown Revitalization
- 2016 Iowa APA Implementation Award; Marshalltown City Center Plan
- 2015 Iowa APA for Daniel Burnham Award; EnvisionCR
- 2014 Iowa APA for Transportation; Activate Mason City Bicycle and Pedestrian Plan
- 2013 Iowa APA for Daniel Burnham Award; Tomorrow Plan for Des Moines Metropolitan Area
- 2012 Iowa APA for Urban Design; Federal Avenue Plaza Mason City

177 EMPLOYEES | **69** LICENSED PROFESSIONALS | **34** OF STAFF LEED APS | **67%** OF STAFF ARE STOCKHOLDERS





OPS - Gateway Elementary School

architecture

Great architecture is more than what you see – it's how it makes you feel. We collaborate with clients to create the best solutions for those who will ultimately use the spaces we design. More than five decades of experience in consulting, planning, and design for both public and private clients has helped RDG achieve recognition as one of the nation's top firms.



Erfurt Park

artistry

Our art studio thoughtfully creates both structural and ornamental artworks, integrating them into public and private spaces as well as the landscape. Our comprehensive process includes research, documentation, creativity, and collaboration to meet each client's unique tastes and needs.

engineering

Staying on top of industry requirements allows us to incorporate the best engineering opportunities into your facilities. With flexibility for future expansion in mind, we work to enhance energy efficiency, lower operating costs, and integrate technology, engineering systems you can depend on for the life of your facility.



Army National Guard Grand Island Readiness Center

graphic design & multimedia

Whether creating environmental graphics, wayfinding signage, branding, promotional materials, videos, websites, or 3D visualization, our skilled designers combine creative approach and technical ability to communicate your message, tell your story, and add dimension to your project.

interior design

Our imaginative solutions are inspired by our client and project types. With the design team, we create solutions that function, are aesthetically pleasing, and are in harmony with the entire architectural project. Our job is to ensure that your space reflects your distinctive identity, vision, and purpose.



Brookestone Gardens

landscape architecture

We respectfully integrate the built and natural environments, whether creating a community park or reimagining a city streetscape. Our understanding of the combination of art and science helps us shape the landscape to create special and memorable experiences for our clients and communities.



Bayliss Park

lighting design

From the start, our lighting designers are involved with every project to find your best lighting solutions. The right lighting adds ambience to your space, but also saves energy and maintenance costs. Our systems enhance and compliment the surrounding landscape and architecture – both functionally and aesthetically.

planning

A vital tool for insights into work processes, return on investment, cash flow, and debt load, our process is rooted in our clients' vision. We help align your facilities with your mission, achieve your business goals, earn employee support, strengthen your competitive edge, and enhance your business performance.



OPS North High School Science & Technology Addition

sustainability

Improving the comfort and health of users and optimizing facility operations are our commitments to help you achieve maximum and lasting value. Considering human, ecologic, and economic factors, together we find solutions to increase efficiency, reduce waste, improve outcomes, and exceed expectations.





CFS Engineers

Transportation Planning / Infrastructure Planning

CFS is a full-service consulting firm that provides professional engineering, transportation and environmental services throughout the Midwest. Our staff of over 100 professionals offers client-focused solutions for public infrastructure, private development, structural, geotechnical and survey projects. As a medium sized firm, we maintain stability, constantly push the state-of-art, while always focused on our core values of service and project quality. We consider it a privilege to have partnered with hundreds of communities and clients for the past half-century.

To Cook, Flatt & Strobel, engineering is more than just an eye-pleasing design. To us, engineering means relationships, community and trust while forging lasting, reliable partnerships with common goals. We are strategic thinkers, detailed producers, and innovative problem solvers. We work hard to deliver quality with passion while remaining flexible and dependable. **We're not just an engineering firm; we're an extension of your values and hard work.**

VISION-LED PLANNING AND PRIORITY SETTING

At the core of our firm is the philosophy that successful projects are led by a community vision. We are regularly tasked with incorporating the perspectives of citizens and stakeholders together to achieve highest levels of sustainable design. We are committed to bringing experts together through a collaboration so that all "voices" are heard empowering local leadership to buy-into the overall process knowing the best practices across the nation.

CFS ENGINEERING SERVICES

Bike / Pedestrian Transportation Planning
Traffic Engineering
Civil Engineering
Landscape Architecture
Environmental Planning
Site Development
Surveying
GIS Mapping
Geotechnical
Public Utilities
Cost Estimation

LOCATIONS:

Kansas City, Missouri
Kansas City, Kansas
Jefferson City, Missouri
Lawrence, Kansas
Springfield, Missouri
Topeka, Kansas
Horton, Kansas

Amy A. Haase, AICP



PROJECT MANAGER

Since joining RDG in 1999, Amy has managed numerous projects including comprehensive plans, housing market studies, transportation studies, downtown and corridor redevelopment, neighborhood revitalization, and park master plans. Amy is a trusted leader in developing plans and leading public engagement processes that fit the needs of communities for communities of all sizes throughout the Midwest.

EDUCATION:

1999
 University of Nebraska-Omaha,
 Masters of Science, Urban
 Studies

1995
 Wayne State College,
 Bachelor of Arts, Social
 Science Field Endorsement

REGISTRATIONS:

American Institute of
 Certified Planners, 2003

Certified Public Facilitator,
 International Association of
 Public Participation(IAP2)

AFFILIATIONS:

Metro Area Transit
 Authority, Omaha - Board
 Member (Former Chair)

Land Use and Comprehensive Planning

<i>Nebraska</i>	Valentine	<i>Kansas</i>	<i>North Dakota</i>	<i>South Dakota</i>
Norfolk	Douglas County	Hays	Bismarck	Brookings
Papillion	Sarpy County	Junction City		Sturgis
Plattsmouth			<i>Oklahoma</i>	Yankton
Seward	<i>Iowa</i>	<i>Missouri</i>	Oklahoma City	
Wayne	Grimes	Excelsior Springs	Shawnee	<i>Texas</i>
Waverly	Pella	Maryville		Midland
		Camdenton		

Urban Design

- Kansas Byways Interpretive Plan Implementation
- Kansas Byways Bike and Pedestrian Plan
- Plattsmouth Downtown Historic Design Guidelines
- Old Lincoln Highway Preservation Plan

Parks and Recreation Planning

All of RDG's comprehensive plans include extensive park and recreation sections. In addition to this work, Amy has managed the development of park master plans in LaVista, Papillion and Bellevue, Nebraska, including implementation efforts and financing solutions.

Redevelopment Plans

- Live Salina: A Strategic Housing and Neighborhood Plan - Salina, Kansas
- North Omaha Development Project – Omaha, Nebraska
- Park Avenue Redevelopment Study – Omaha, Nebraska
- Wintergreen Area Redevelopment Plan – Omaha, Nebraska
- Grand Island Neighborhood Redevelopment Plan – Nebraska
- Downtown redevelopment plans for McCook, Schuyler, Nebraska City, and Holdrege, Nebraska

Development Ordinance and Guidelines

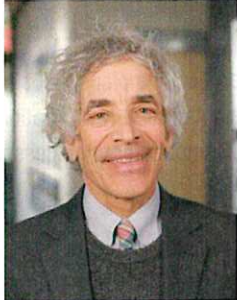
Amy has been involved in the review and redrafts of ordinances in Norfolk, Plattsmouth, and Wayne, Nebraska; and Douglas and Sarpy Counties in Nebraska. Also, she managed the Historic Design Guidelines for Plattsmouth, Nebraska

CONTACT:

Amy Haase, AICP
 402.392.0133
 ahaase@rdgusa.com



Martin H. Shukert, FAICP



PRINCIPAL PLANNER

Martin is a city planner/urban designer with over 40 years of experience. He served as Omaha's Planning and Community Development Director in the 1980s, leading major downtown/neighborhood reinvestment programs, writing comprehensive plan elements, developing/implementing the city's zoning ordinance, and beginning the process of trail development. Since 1989, he has continued his commitment to planning excellence and innovation in a variety of areas including transportation, transit and trails; downtown; housing; large scale land use; redevelopment planning and implementation; corridor design; wayfinding; and more.

EDUCATION:

1974
 University of California-Berkeley,
 Master of Architecture

1971
 Yale University,
 Bachelor in Division IV
 Studies (City Planning)
 Magna Cum Laude

REGISTRATIONS:

2004
 Fellow of the American
 Institute of Certified Planners

1984
 American Institute of
 Certified Planners

Comprehensive Plans (selected)

<i>Iowa</i>	<i>Kansas</i>	<i>Nebraska</i>	<i>North Dakota</i>	<i>Texas</i>
Altoona	Hays	Beatrice	Dickinson	Midland
Bettendorf	Junction City	Columbus	Jamestown	
Cedar Rapids	Ellis County	Chadron		<i>Wyoming</i>
Clear Lake		Fremont	<i>Oklahoma</i>	Gillette
Denison	<i>Minnesota</i>	Kearney	Guthrie	
Mason City	Detroit Lakes	Norfolk	Oklahoma City	
Mount Vernon	<i>Missouri</i>	Papillion	<i>South Dakota</i>	
Oskaloosa	Camdenton	Plattsmouth	Brookings	
Ottumwa	Excelsior Springs	Ralston	Yankton	
Pella	Maryville	Wayne		

Urban Design, Town Center, and Corridor Plans

<i>Nebraska</i>	Scottsbluff-Gering	<i>Illinois</i>	<i>Minnesota</i>	<i>Wisconsin</i>
Alliance	South Omaha	Macomb	Bemidji	De Pere
Fremont		Mount Vernon	Detroit Lakes	Wauwatosa
Grand Island	<i>Iowa</i>		Park Rapids	Waupaca
Hastings	Burlington	<i>Kansas</i>		
Lincoln	Clear Lake	De Soto	<i>Missouri</i>	<i>Wyoming</i>
Kearney	Council Bluffs	Fort Scott	Excelsior Springs	Buffalo
Nebraska City*	Marshalltown	Hays	Saint Louis	Gillette
Omaha*	Mason City*	Olathe	Trenton	Rawlins
Ralston	Oskaloosa	Shawnee		
Papillion	Pella	Topeka	<i>South Dakota</i>	
	Perry		Deadwood	
	Shenandoah		Rapid City	

Transportation Planning

- The BikeHays Master Plan - Hays, KS
- Keystone Trail - Omaha, NE (*Omaha's first trail - 1983*)
- Comprehensive Trails Plan - State of Nebraska (*1994, 2004*)
- Trail Plan - Blair, NE
- Trail Plan - Nebraska City, NE
- Trail Plan - Gillette, NE
- Trail Plan - Sioux Falls, SD
- Trail Plan - Western Douglas County, NE
- Lewis and Clark Trail - Iowa Department of Transportation
- Bicycle and Pedestrian Plan - Leawood, KS
- Bicycle and Pedestrian Plan - Mason City, IA
- Bikeways Master Plan - Topeka, KS
- Bicycle Master Plan - Barton County, KS
- Active Byways for the State of Kansas
- Bike Omaha - Omaha, NE
- Omaha Bicycle Commuter Map, NE
- Flint Hills (KS) Nature Trail Master Plan Community Transit Study - Des Moines, IA
- Trails and Transit Plan - Casper, WY
- Trails and Transit Plan - Gillette, WY

CONTACT:

Martin Shukert, FAICP
 402.392.0133
 mshukert@rdgusa.com



Cary Thomsen, PLA, ASLA, LEED® AP



LANDSCAPE ARCHITECT

As Director of RDG's Omaha Landscape Architecture Studio, Cary is driven to bring his keen sense of design to the sites of urban projects. His focus on projects within the public realm routinely results in award winning solutions for a wide range of clients including corporate, university, municipal, nonprofit, and education. His skills in communication, sustainable and healthy solutions, project management, and documentation make him a highly valued team member.

EDUCATION:

2007
 Kansas State University, Masters of Landscape Architecture
 1997
 University of Nebraska-Lincoln, Bachelor of Science, Horticulture

REGISTRATIONS:

Nebraska #369
 Iowa #599
 Kansas #885

AFFILIATIONS:

American Society of Landscape Architects (ASLA), Member
 ASLA Great Plains Chapter, Member
 Certified - Council of Landscape Architectural Registration Board (CLARB)
 Urban Land Institute (ULI), Member

Academy Arts District Plan - Maize, Kansas

Planning

Broadway Boulevard - Salina, Kansas

Planning

Nieman Road Streetscape - Shawnee, Kansas

Planning, Schematic Design, Design Development, Construction Documentation, Construction Administration

South Kansas Avenue Streetscape - Topeka, Kansas

Planning, Schematic Design

West 83rd Street Streetscape - De Soto, Kansas

Planning

Thompson Park - Overland Park, Kansas

Planning

Pracht Wetlands Park - Wichita, Kansas

Schematic Design, Design Development, Construction Documentation, Construction Administration

Kermit Comprehensive Plan - Kermit, Texas

Planning

Detroit Lakes - Corridor Plan - Detroit Lakes, Minnesota

Planning

College Avenue Corridor Plan - Fayetteville, Arkansas

Planning

Grand Forks Downtown Plan - Grand Forks, North Dakota

Planning

Deadwood Downtown Plan - Deadwood, South Dakota

Planning

14th & Old Cheney Road Intersection Improvements - Lincoln, Nebraska

Planning, Schematic Design, Design Development, Construction Documentation, Construction Administration

Downtown Papillion Plaza - Papillion, Nebraska

Planning, Schematic Design, Design Development, Construction Documentation

CONTACT:

Cary Thomsen, PLA, ASLA, LEED AP
 402.392.0133
 cthomsen@rdgusa.com



Stephanie Rouse, AICP



URBAN PLANNER

Stephanie is a city planner/urban designer with over five years of experience working both within and for municipalities. Her experience working in historic preservation and with environmental groups has led her to designations as an architectural historian and master water steward. She has been involved in a variety of projects including comprehensive planning, housing studies, bicycle and pedestrian plans, neighborhood plans, development review, and historic preservation.

EDUCATION:

2013
 University of Nebraska–Omaha,
 Graduate Certificate in
 Public Administration

2012
 University of Nebraska–Lincoln,
 Master of Community
 and Regional Planning

2011
 University of Nebraska–
 Lincoln, Bachelor of
 Science in Architecture

REGISTRATIONS:

American Institute of
 Certified Planners

Architectural Historian by the
 Secretary of Interiors standard

AFFILIATIONS:

American Planning
 Association (2013-present)

MWMO - Master Water
 Steward/Volunteer (2016–2018)

International Making Cities
 Livable - Conference Presenter/
 Member (2017–2018)

Preserve Minneapolis -
 Advocacy Committee Chair/
 Board Member (2016–2017)

Land Use and Comprehensive Planning

- Navigating the Future: Anoka 2040 Comprehensive Plan - *Anoka, MN**
- Minneapolis 2040 Comprehensive Plan - *Minneapolis, MN**
- Shawnee Next Horizons - *Shawnee, OK*
- Envision Kermit Comprehensive Plan - *Kermit, TX*

Specialty Districts

- 3030 Upland: City of Omaha Planning Studies - *Omaha, NE*

Historical Preservation

- Minneapolis Music History Project - *MN**
- Part 1 NPS Applications - *MN**
- Rose Kirkwood Brothel National Register (NR) Nomination - *NE**
- Rouse Ranch NR Nomination - *NE**

Ordinances & Text Amendments

- Zoning Code Amendments - *Anoka, MN**
- Animal Boarding Text Amendment - *Minneapolis, MN**
- Solar Regulations - *Oronoco Township, MN**

Housing Market Studies

- Washington County Housing Study - *IA*
- Taney County Housing Study - *MO*
- Dickinson County CHAT - *KS*
- Finney County CHAT - *KS*
- Lewiston Housing Study - *MN**
- Rice County Housing Study - *MN**
- Maryville Housing Study - *MO*

Bicycle & Pedestrian Plans

- Goddard Bicycle & Pedestrian Plan - *Goddard, KS*
- Park City Connectivity Plan - *Park City, KS*

Market Analyses

- Bellevue Bridge Reuse Study - *Bellevue, NE*
- 3030 Upland Parkway Redevelopment Strategies - *Omaha, NE*

**Indicates work completed while employed with another firm*

CONTACT:

Stephanie Rouse, AICP
 402.392.0133
 srouse@rdgusa.com



Brett Kelly



GIS SPECIALIST

Brett Kelly joined the firm in 2018 and has been involved in a range of community and regional planning projects. He utilizes geographic information systems software and performs spatial analysis to provide clients solutions for their unique needs. Brett has created and curated geographic data on regional housing assessments, comprehensive city plans, active transportation studies, and neighborhood developments. His responsibilities include gathering and creating existing site conditions data, utilizing GIS analysis to better understand a community, and creating sharp, easy to read cartographic products for the client.

EDUCATION:

2014
 University of Nebraska - Lincoln, Bachelor of Science in Environmental Studies

2018
 University of Nebraska-Omaha, Masters of Arts in Geography

2018
 University of Nebraska-Omaha, Graduate Certificate, Geographic Information Science

Land Use and Comprehensive Plans

- Grimes Comprehensive Plan Update - *Grimes, IA*
- Kermit Comprehensive Plan - *Kermit, TX*
- Shawnee Comprehensive Plan Update - *Shawnee, OK*

Transportation and Mobility Studies

- Garden Plain Pedestrian & Bicycle Plan - *Garden Plan, KS*
- Derby Walkable Development Plan - *Derby, KS*
- Goddard Pedestrian & Bicycle Master Plan - *Goddard, KS*
- Park City Pedestrian Connectivity Plan - *Park City, KS*

Specialty Districts

- Maize Academy Arts District - *Maize, KS*
- Grand Forks Downtown Plan - *Grand Forks, ND*
- Omaha Neighborhood Plans - *Omaha, NE*
- Wichita South Central Neighborhood Plan - *Wichita, KS*

Housing Studies

- Indiana Uplands Regional Housing Strategy - *IN*
- Calhoun County Housing Needs Assessment - *IA*
- Pocahontas County Housing Needs Assessment - *IA*
- Hamilton County Housing Needs Assessment - *IA*
- McPherson Kansas Housing Plan - *McPherson, KS*
- Seward Blight Study - *Seward, NE*
- Taney County Comprehensive Housing Study & Needs Analysis - *Branson, MO*
- Washington County Housing Study - *Washington, IA*

Corridor Redevelopment

- College Avenue - *Fayetteville, AR*

Park and Recreation Plans

- Grimes Parks Master Plan - *Grimes, IA*

CONTACT:

Brett Kelly
 402.449.0862
 bkelly@rdgusa.com



RESUMES



JIM SCHUESSLER
FASLA PLA LEED AP ENV SP

Landuse Planner

23 years experience

education
Master of Architecture
University of Kansas
Bachelor of Landscape Architecture
Kansas State University

registrations and certifications
Professional Landscape Architect: MO
LEED Accredited Professional
Envision Sustainability Professional
American Planning Association

Areas of Expertise:

- Green Infrastructure
- Stormwater
- Planning
- Parks / Trails

As an industry leader, Jim is dedicated to transforming sites and communities throughout the Midwest and beyond inspiring designers, clients and contractors to be both thoughtful and transformative. He consistently works to develop new and progressive ways of solving design challenges. He is a versatile leader with project responsibilities ranging from site programming and analysis to master planning and design leadership. His expertise includes stormwater best management practices (BMPs), urban planning and design of environmentally sustainable landscapes. Over the past few years, Jim has been providing project management and project design for various parks and recreation departments and school districts.

PROJECT EXPERIENCE

- Cooley Park, Kansas City, MO
- Grand Blvd Streetscape, Kansas City, MO *
- City Hall & Pilot Streetscape, Kansas City, MO *
- Spirit of 76 Complete Streets, Branson, MO
- Route 9 Complete Street, Parkville, MO
- Kentucky Road, Raymore, MO
- Main Street Streetscape, Greensburg, KS *
- Lakeshore Park and Hilltop Park, Kimberling City, MO
- Krug Park, St. Joseph, MO
- T.B. Hanna Station Park, Raymore, MO
- Fairfax Levee Trail, Kansas City, KS
- Hidden Valley Park, Kansas City, MO*
- Jerry Smith Park, Kansas City, MO *



SABIN YANEZ PE

Civil Engineer

33 years experience

education
Bachelor of Science in Civil Engineering,
University of Missouri-Rolla

registrations and professional affiliations
Professional Engineer: MO | KS
American Public Works Association
American Society of Civil Engineers
Institute of Transportation Engineers
Missouri Society of Professional Engineers
Northland Regional Chamber of Commerce-Board of Directors

Areas of Expertise:

- Transportation Planning
- Infrastructure Planning

Mr. Yanez believes in principal led projects, not only in name, but in who you see, who is responsible for the project and who you deal with. Mr. Yanez has over 30 years of Transportation Planning, Project Development, Traffic/Intelligent Transportation Systems Management & Operations and Administrative experience. Mr. Yanez has been integral in leading long-range planning and project development efforts with many communities in the metropolitan area. With his previous experience as District Engineer for the Missouri Department of Transportation, Mr. Yanez has frequently been retained by local public agencies to identify innovative funding solutions and coordinate projects with multiple entities, such as state DOTs, TDDs CIDs, etc.

PROJECT EXPERIENCE

- US-24 Fairmount Business District Plan - Independence, MO
- Rosedale University District Plan - Kansas City, KS
- 47th Street - Westwood, KS
- Connecting Downtown Edgerton - Edgerton, KS
- Route 9 Improvements - Parkville, MO
- Raytown Bicycle and Pedestrian Trail, Hwy 350 - Raytown, MO
- Longview Road - Kansas City, MO
- Maplewoods Parkway - Kansas City, MO
- MARC Complete Streets - Kansas City/Raytown, MO
- Spirit of 76 Complete Streets - Branson, MO
- Missouri Route 740/Stadium Boulevard - Columbia, MO
- Maplewoods Parkway - Kansas City, MO
- 155th Street - Kansas City, MO



ANDREW ROBERTSON PE, PTOE

Traffic / Transportation Engineer

7 years experience

education

Master of Science / Civil Engineering
Transportation
University of Missouri
Bachelor of Science / Civil Engineering
University of Missouri

registrations and certifications

Professional Engineer: MO | KS
Professional Traffic Operations Engineer

Areas of Expertise:

- Transportation Planning
- Infrastructure Planning

Mr. Andrew Robertson, P.E., PTOE has worked on a wide variety of transportation and traffic challenges within Missouri and Kansas ranging from planning studies to roadway design. Past projects included addressing access management requirements for commercial development access driveways, analysis of event traffic arrival and dispersion operations, identification of traffic calming methods for optimized multi-modal safety, and complete street design alternatives. He is an expert in utilizing traffic modeling software including Synchro and VISSIM and regularly demonstrates his passion for teaching this technology to others. His work experience also includes ADA compliant design and inspection, multi-modal design, noise barrier design, roadway and intersection design, signal modifications and design, street lighting, pavement marking, signage, traffic control, trail and sidewalk design, and cost estimation.

PROJECT EXPERIENCE

- Maplewoods Parkway, Kansas City, MO
- 155th Street Improvements, Kansas City, MO
- Lee's Summit Road Improvements, Kansas City, MO
- Watson Drive & 19th Street Improvements, Kearney, MO
- Route 9 Corridor Study, Parkville, MO
- US-24 Fairmount District PSP Study, Independence, MO
- US 24 & Sterling Avenue Traffic Impact Analysis and Report, Sugar Creek, MO
- Route 92 & Development Access Traffic Impact Analysis and Report, Kearney, MO
- St. Joseph Traffic Event Management Report, St. Joseph, MO
- Transportation Planning Report for East Locust Creek Reservoir for the North Central Missouri Regional Water Commission, Milan, MO



NEILA SEDA PE

Senior Design Engineer

5 years experience

education

Bachelor of Science / Civil Engineering
Iowa State University
Master of Science / Environmental
Engineering / University of
Connecticut

registrations and certifications

Professional Engineer: MO
PACP / LACP / MACP

Areas of Expertise:

- Utility Coordination
- Infrastructure Planning
- Public Involvement
- Stormwater Design

Mrs. Seda has been involved in all aspects of civil engineering. With a passion towards solving municipal infrastructure challenges, Neila's experience includes stormwater and waterline design, utility coordination, road, parking lot, traffic counts and reports, erosion control plans, street lighting design, plans preparation and delivery, client and public meetings, and environmental permitting. She has focused her career on solving urban infrastructure problems associated with break-prone or obsolete distribution/collection systems, H&H studies, and stormwater collection/conveyance systems.

PROJECT EXPERIENCE

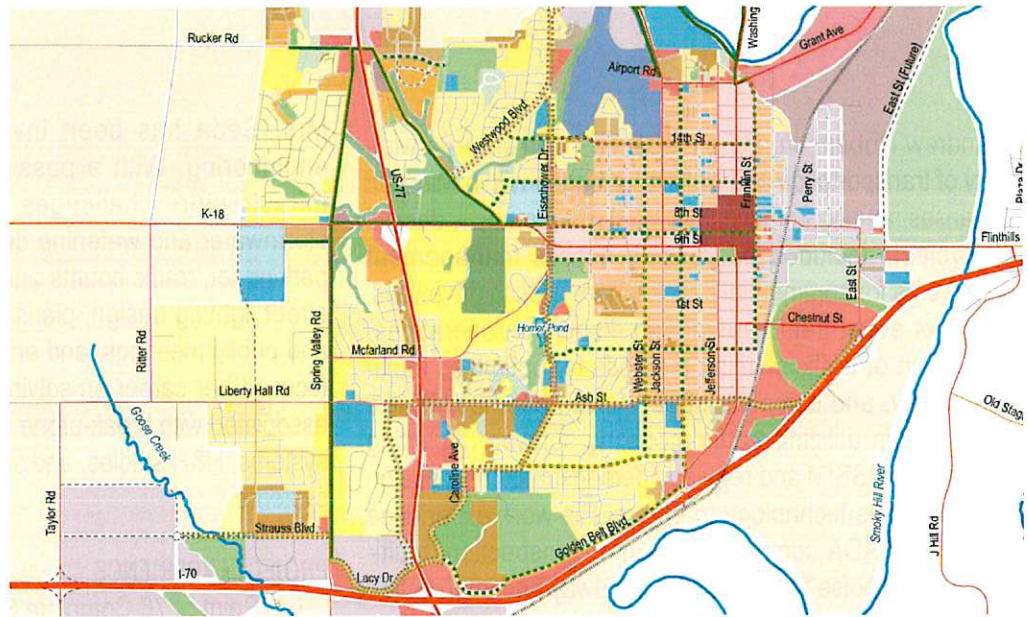
- Spirit of 76 Complete Street Waterlines, Branson, MO
- Highway K-33 Water and Sewer Extension, Wellsville, KS *
- Water System Master Plan, Chariton, IA *
- Feasibility Studies and Water Modeling, Rural Districts KS, 2017-2019 *
- 14th Street Waterline, Eudora, KS *
- Harrisonville Bekcerdite Ph2&3, Harrisonville, MO *
- Maplewoods Parkway Waterline
- Longview Road Waterline
- Watson Drive & 19th Street Improvements, Kearney, MO



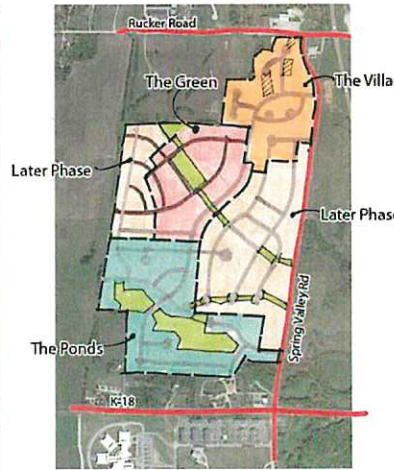
comprehensive planning

Junction City/Geary County Comprehensive Plan JUNCTION CITY, KANSAS

As the home of Fort Riley, Junction City has often found itself dependent on this important facility. But the community is much more than Fort Riley, and the Comprehensive Plan began by building a vision around the region's other assets, such as its location on I-70, access to Manhattan, and recreation resources. Housing emerged as a top priority and during the late 2000s, a large number of lots were developed to meet the growth demands created by changes at Fort Riley. With the housing crash, many lots went into foreclosure. The Plan identified a phased approach to absorbing these lots and adding park space in new developments.



Existing status



Potential approach to phased absorption



Adding housing diversity and greenspace

REFERENCE:

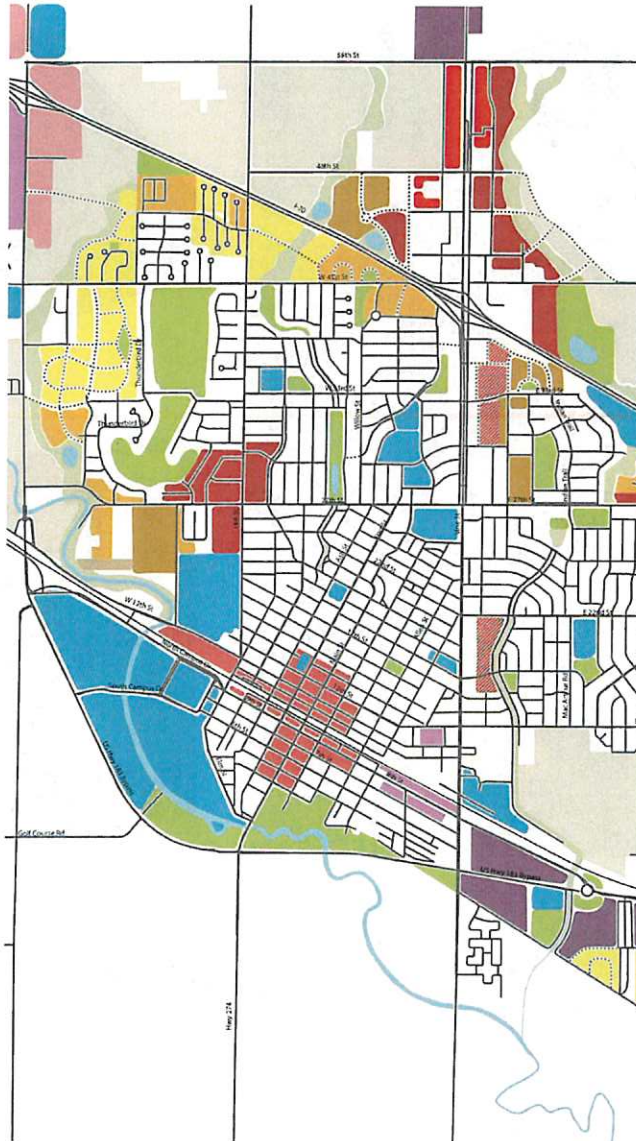
David Yearout
Principal Planner
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dyearout@wichita.gov

(former) Director Junction City/
Geary County P & Z



Hays Comprehensive Plan
 HAYS, KANSAS

While many parts of the United States have struggled through the downturn in the economy, Hays has continued to thrive in the past ten years. The region's strong economy has relied on a diverse base of agriculture, oil, and education. As the largest oil producing county in Kansas, Ellis County has seen expanded operations and explored new opportunities in the energy market, including wind energy. Home to Fort Hays State University, the City of Hays has continued to attract bright young talent from across the region. The potential for continued growth in energy and education have created both great opportunities and challenges for the city.



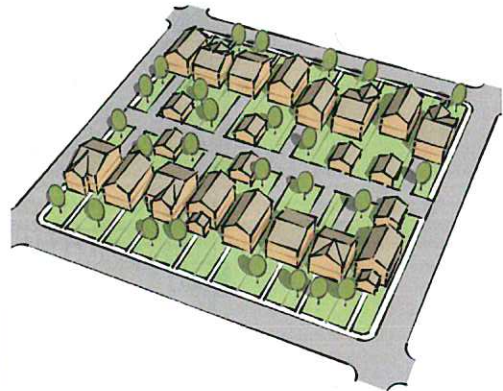
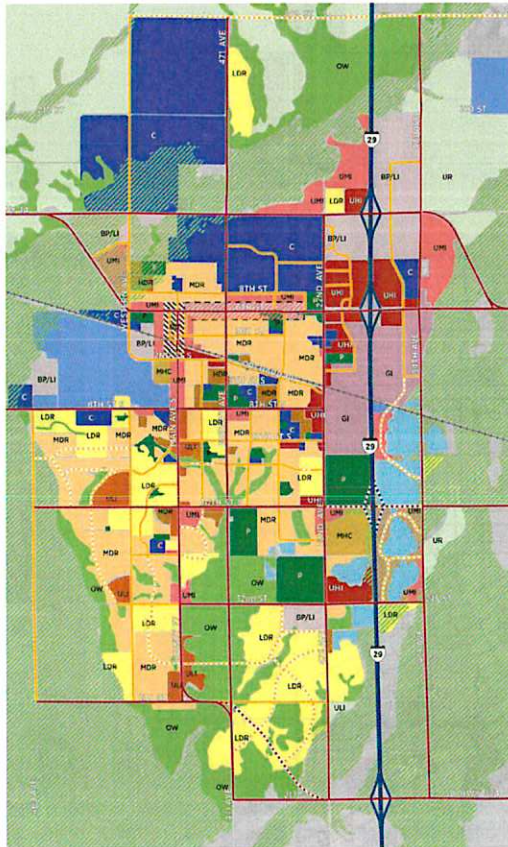
REFERENCE:
 Toby Dougherty
 City Manager
 P.O. Box 490
 1507 Main Street
 Hays, Kansas 67601
 785.628.7320
 tdougherty@haysusa.com



comprehensive planning

Brookings Comprehensive Plan BROOKINGS, SOUTH DAKOTA

RDG has developed a new comprehensive plan for the City of Brookings, home of South Dakota State University, to guide the rapid growth pressure within a framework of significant environmental constraints. Plan components addressed the character and development pressures on the Sixth Street Corridor, housing diversity, limited development areas and the impact of stormwater on city growth, and bridging the gap created by the I-29 corridor. The plan includes a policy guidebook that maximizes compatibility between new development and existing neighborhoods along the corridor and a detailed implementation schedule that identifies responsibilities, funding, and timeline.



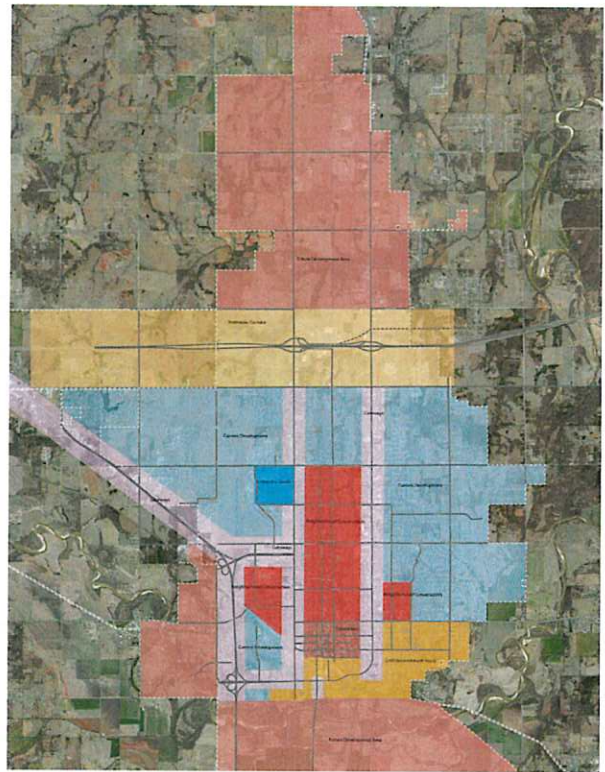
REFERENCE:
 Mike Struck
 Community Development
 Director
 City of Brookings
 605.697.8635
 mstruck@cityofbrookings.org



comprehensive planning

Shawnee Next Horizons SHAWNEE, OKLAHOMA

Shawnee Next Horizons in the comprehensive plan for the City of Shawnee, Oklahoma that lays out a vision for the city's next 20 years. The plan was made from a series of public engagements that identified both opportunities and challenges. These included building on the momentum of recent downtown investments, elevating the city's image, building a healthy community, strengthening neighborhoods, and capitalizing on assets like Oklahoma Baptist University, Shawnee Lakes, and the former St. Gregory campus. Along with these, a series of policies and action items were addressed, as well as a detailed implementation strategy that identified leaders, partners, and potential funding sources.



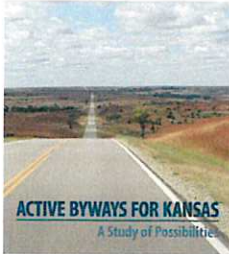
REFERENCE:

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 shawneeok.org

Justin DeBruin
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 Municipal Inspections Director
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 jdebruin@hanover-ma.gov
 (former) Community
 Development Director
 City of Shawnee, OK



bicycle and pedestrian planning



Active Byways for Kansas: A Study of Possibilities

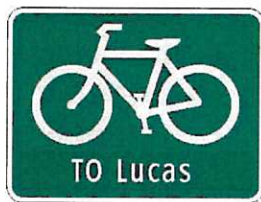
STATE OF KANSAS DEPARTMENT OF TRANSPORTATION AND DEPARTMENT OF WILDLIFE, PARKS, AND TOURISM

The mission of Active Byways for Kansas is to explore the feasibility of enhancing the Kansas Byways system to increase use by pedestrians and bicyclists. The plan identifies both broad policies and initiatives that apply to all eleven corridors, and very specific strategies for improved bike and pedestrian features tailored to each of the individual byways. These recommendations were built upon extensive research, including personally riding each of the routes and meeting with local stakeholders. The opportunities and amenities along each corridor and within the surrounding area were inventoried and mapped. The final plan provides a tool to be used on a statewide and a local level to improve the user experience and attract visitors; and a roadmap to increasing rural development opportunities for rural communities and opening the wonders of this beautiful and sometimes underappreciated state to new audiences.

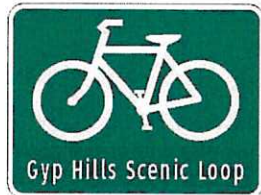


VIA AD ASTRA
 An Kansas concept for an active tourism

- Primary Byway Route
- Active Byway Modifications
- Active Byway Extensions
- Regional Trails
- Network Connectors
- Byway Gravel Grinders
- ACA Trans-America Trail



Wilson Lk Vis Ctr .5 →
 ↑ Wilson 8.0



← Mtn Bike Trails 1.5
 ↑ Garden of Eden 7

Monument Rocks 7 →
 ↑ Oakley 15

WARNING: Single Layer of D-41-2 Bicycle Directional Direction Sign



OWNER REFERENCE:
 Sue Stringer
 Kansas Dept of Wildlife,
 Parks & Tourism
 Kansas Byways &
 Agritourism Manager
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 Topeka, KS 66612
 785.296.1847
 785. 207.2685 (cell)
 Sue.Stringer@TravelKs.com





Live Salina



K-15 - Derby



Nieman Road

Comprehensive/Land Use Plans

- Derby Comprehensive Plan
- Ellis County Comprehensive Plan
- Hays Comprehensive Plan
- Junction City Comprehensive Plan
- Northeast Kansas City, KS Land Use & Development Plan
- Shawnee County Comprehensive Plan

Specialty Districts

- De Soto Central District Plan
- Envision Olathe (Downtown Plan)
- Maize Academy Arts District
- Wichita South Central Neighborhood Plan

Housing Assessments

- Caldwell CHAT
- De Soto CHAT
- Dodge City CHAT
- Finney County CHAT
- Ford County CHAT
- Garden City CHAT
- Great Bend CHAT
- Hays CHAT
- Lawrence CHAT
- Liberal CHAT
- Live Salina Strategic Housing & Neighborhood Plan
- McKinley Commons Neighborhood Concept- Great Bend, Kansas
- McPherson County Housing Needs Assessment
- Meade County CHAT
- Russell Housing Study
- Scott City CHAT
- Wichita County CHAT

Corridor Redevelopment

- Broadway Boulevard Master Plan - Salina, Kansas
- K-15 Area Plan - Derby, Kansas
- US 69 Corridor Management Plan - Fort Scott, Kansas
- Nieman Road Reallocation Right-of-Way Plan - Shawnee, Kansas
- Kansas Avenue - Topeka, Kansas



Active Transportation & Trails

- Derby Walkable Development Plan
- Flint Hills Nature Trail
- Garden Plain Bicycle & Pedestrian Plan
- Goddard Bicycle & Pedestrian Plan
- Active Barton - Bicycle & Pedestrian Master Plan - Barton County, Kansas
- Active Byways for Kansas: A Study of Possibilities
- Self-Propelled Leawood: Bike & Pedestrian Master Plan
- MARC Connecting Edwardsville
- Olathe Active Transportation Plan
- Park City Pedestrian Connectivity Plan
- Pratt Bicycle Plan
- Rice County Bicycle & Pedestrian Plan
- Southwest Johnson County Area Plan
- Topeka Bikeway Master Plan
- Wichita Woodchuck Bicycle Boulevard



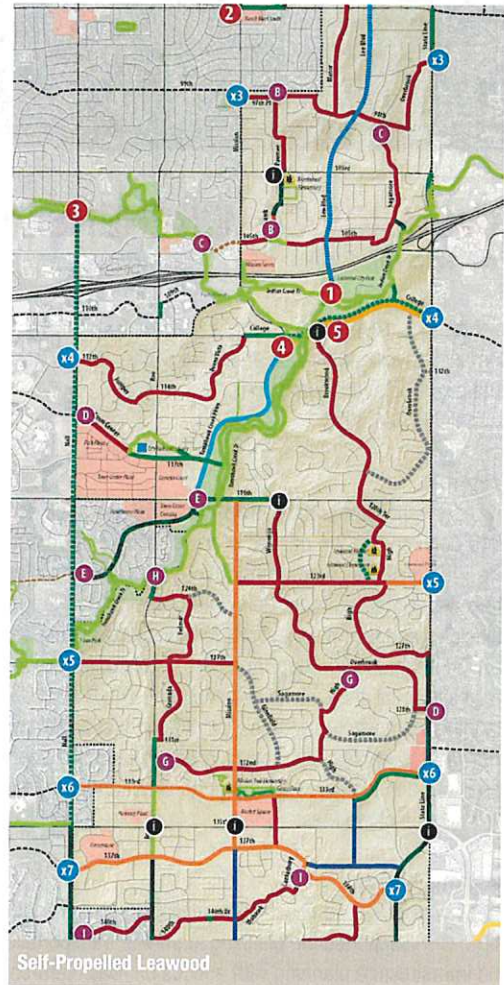
Broadway Boulevard - Salina



Topeka Bikeway Master Plan



Wichita South Central Neighborhood



Self-Propelled Leawood



22ND STREET STORMWATER & STREET IMPROVEMENTS

Leavenworth, Kansas



Client: City of Leavenworth, Kansas
 Contact: Mike McDonald, Public Works Director, City Engineer
 Address: 100 North 5th Street Leavenworth, KS 66048
 Phone: 913.684.0375

Features:

The City was forced to close the east side of 22nd Street, from Villas to Limit, due to significant erosion of the adjacent ditch area as well as the existing roadway. This temporary one-way condition was very unappealing to residents and adjacent property owners and created a true safety concern for vehicular and pedestrian traffic.

The proposed ditch section will incorporate stepped stone rock walls and native wildflower and grass species to slow flow velocity and minimize erosion while allowing for sedimentation of any suspended solids, achieving a "greener", more environmentally friendly solution.

Responsibilities:

CFS designed improvements including a new, wider ditch section that sets further from the roadway and will be constructed utilizing turf reinforced mat to ensure stabilization and mitigation of possible erosion, a new street section that will incorporate innovative subgrade preparation techniques and triaxial geogrid to maximize stabilization of very poor site soils. A drainage study was performed and a new stormwater collection and conveyance system was designed.

RIVERSIDE COMPREHENSIVE MASTER PLAN

Riverside, Missouri

Client: City of Riverside
 Contact: Mayor Kathy Rose and Mike Duffy
 Email: krose@riversidemo.com
 Phone: 816.741.3993

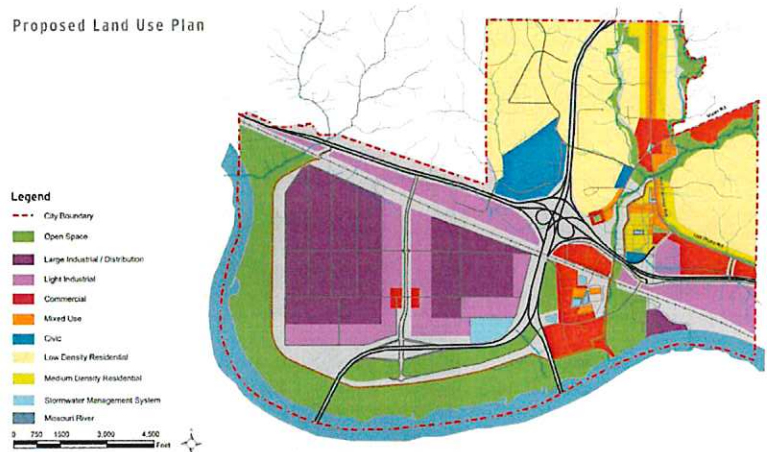
Features:

The comprehensive plan developed in 2010 and updated in 2010 documented the desires of the citizens of Riverside. The plan included recommendations for land use plan, stormwater management guidelines, design and zoning guidelines and recommendations for transportation and trail networks, annexation opportunities, housing, incentives, and institutional and cultural development. The BNIM+CFS planning team worked with the City to conduct a real-time approach to implementation in order to launch several important and highly visible projects simultaneously with the adoption of the Master Plan.

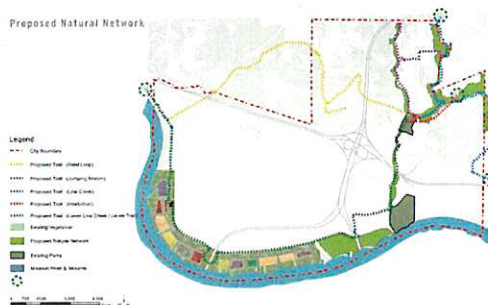
Responsibilities:

BNIM was prime contract holder, leading the planning effort. CFS supported the planning team with transportation and infrastructure planning with a focus on road hierarchy, natural systems, bicycle/pedestrian movement and development within the Horizons District.

Proposed Land Use Plan



Proposed Natural Network



Relevant Past Experience

47TH STREET COMPLETE STREET STUDY

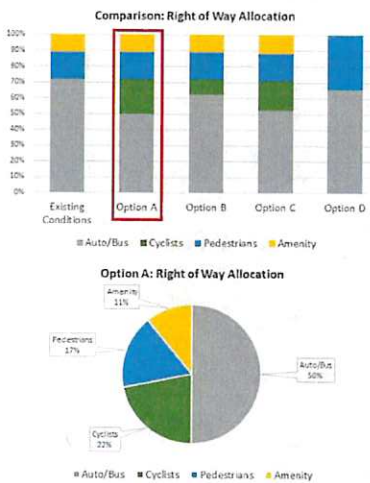
BORDER OF JOHNSON COUNTY AND WYANDOTTE COUNTY, KANSAS



Client: City of Westwood, Kansas
 Contact: Fred Sherman
 Westwood Chief Administrative Officer
 Address: 4700 Rainbow Blvd
 Westwood, KS 66205
 Phone: 913.362-1550
 Email: fred.sherman@westwoodks.org
 Estimated Cost for entire project: \$1,480,000
 Team Design Fee: \$60,000
 CFS Subconsultant Design Contract: \$20,962 (Contracted)
 \$29,574 (Actual with Additional Services)
 Year completed: Spring 2018
 Contract Start Date: June 2017
 Contract End Date: January 2018

Features:

The study for the 47th Complete Street project provided specific design recommendations to turn an urban four lane undivided arterial into a three-lane "Complete Street" with enhancements in safety, congestion mitigation, and aesthetics to better accommodate all transportation users. Pedestrian crossings and increased safety for bicycles were a main focus that lead to federal funding for the study which was a joint venture of the Mid-America Regional Council, City of Westwood, City of Roeland Park, and Unified Government of Wyandotte County, Kansas. With input from several public meetings, one-on-one meetings, and a walking tour of the corridor, the study determined the optimal benefits for handling a growth of traffic due to new development and traffic speeds. Due to traffic projected volumes, the half mile stretch of roadway was a successful candidate for a road diet conversion that could be accomplished with paint-only in the near future and reconstruction of curb and gutter once funding has been secured.



Alternative Comparison Analysis

Responsibilities:

BikeWalkKC held the prime agreement with the Mid America Regional Council. CFS Engineers responsibilities included concept development, traffic data collection, traffic engineering analysis and modeling, roadway planning, conceptual design alternatives, multi-modal analysis including bus stop details, traffic calming, public involvement with property owners, and cost estimation of improvements.



CFS EXPERIENCE

HARRISON STREET COMPLETE STREET

WARSAW, MISSOURI

Client: City of Warsaw
Contact: Randy Pogue
Phone: 660.438.5522 | ext. 226

Features:

The project included a partial road reconstruction to improve sight distance, adding curb and gutter and storm sewers, ADA compliant sidewalks, shared bike lanes, adding on-street parking, reconstruction of driveways, ornamental street lighting, landscaping, re-configuration of off-street parking, small-block retaining walls and replacement of sanitary sewers. This project was very challenging to design ADA compliant sidewalks due to the existing street grades and driveway issues. CFS worked closely with the City of Warsaw in developing traffic analysis, conceptual plans and prepared numerous scenarios with cost estimates for the City to consider. The end result was a final design that included a sidewalk on one side of the street that followed the street grade and an ADA compliant path on the opposite side that deviated away from the street and looped around parking areas to provide access to the east entrance of the community building and reconnect back to Harrison Street. Similarly, west of the community building the sidewalk was offset from the street and will be constructed above a retaining wall that meets ADA grades and allows for a future community parking lot adjacent to the sidewalk.

Responsibilities:

CFS provided the design and construction documents for a complete street reconstruction of a three block segment of Harrison Street. CFS Engineers responsibilities included Project Management, Preliminary and Final Design, Complete Streets Design, ADA Accessibility Analysis, Storm Water Design, Utility Coordination, and Construction Administration



AWARD WINNING

Warsaw, Missouri

12 Best of 2017

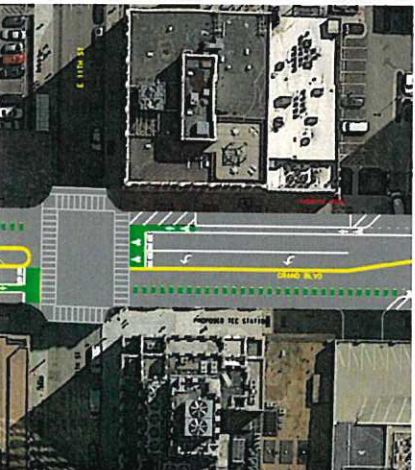
Best Complete Streets Initiatives of 2017

<https://smartgrowthamerica.org/resources/best-complete-streets-initiatives-2017/>



BIKE KC DOWNTOWN LOOP

KANSAS CITY, MISSOURI



Client: City of Kansas City, MO - Public Works Department

Contact: Chad Thompson, Project Manager

Email: chad.thompson@kcmo.org

Address: 414 E. 12th Street | 18th Floor

Kansas City, Missouri 64106

Completion Date: Summer 2016

Design Cost: \$122,000 (estimated and actual)

Estimated Construction Cost: \$900,000

Actual Construction Cost: \$600,000

(Improvement on Grand Boulevard built only)

Features:

This project provides 12 additional miles to the already 200 miles of bike lanes in Kansas City, Missouri. This project involves coordination between multiple city departments and entities, including KCMO Parks and Recreation, Public Works, the Streetcar Project and the Kansas City Area Transit Authority (KCATA). It includes improvements to several streets and intersections. It provides interconnectivity to 5 of the 15 bike sharing stations currently existing within the downtown environment, adding to the accessibility of the downtown loop.

Responsibilities:

CFS was responsible for the design, including preliminary plans submittal, utilizing the complete level of service methodology to create an objective analysis of the transportation conditions for each project area. CFS was responsible for the PS&E submittal, bidding and construction phase services, including inspection. Sprinkle Consulting supported the team with bicycle facility design consultation.

KCATA Coordination:

CFS worked diligently with the KCATA and their consultant Nelson\Nygaard to evaluate each bus stop location and specifically how the bus shelters / loading areas would interact with bicycle movement. Initially designs showed the bus routes moving behind the bus shelters to remove conflicts with bus movement. Through very detailed design analysis and collaboration charettes, the final location of the bicycle routes were created on the roadside, with dashed green pavement identifying conflict areas.



ADDITIONAL DESCRIPTION OF CITY OF LEAVENWORTH EXPERIENCE

Grand Avenue sidewalk | Leavenworth, KS (2006)

CFS provided planning, surveying, design plans, cost estimates, specifications and construction observation for the construction of a new sidewalk on Grand Avenue, between Spruce Street and Halderman Street in Leavenworth, KS. The sidewalk was approximately 4,600 L.F.

US 73/K-7 (4 th Street) Geometric Improvement Project from Linn to Pennsylvania Street | Leavenworth, KS

Including pavement widening and surfacing, curb and gutter, storm drainage, sidewalks and traffic signals.

Eisenhower Road reconstruction | Leavenworth, KS

Reconstruction from two-lane to four-lane with curb and gutter, storm sewers, sidewalks plus intersection widening and signalization.

Eisenhower and Hughes Road, signal design | Leavenworth, KS

The scope of this project included preliminary and final plans, specifications and estimate for a new signal installation, including signal equipment and video detection. CFS was responsible for delivery of preliminary plans and final plans along with survey.

Eisenhower Road/Shrine Park Intersection | Leavenworth, KS

CFS made all necessary formal plan revision for the Eisenhower Road project to create left turn lanes on Shrine Park Road and DeSoto Road at the intersection with Eisenhower Road. The project also included reconstruction of side streets, storm sewer, utility relocations, street lighting and traffic signalization.

Eisenhower Road On-Call additional engineering | Leavenworth, KS

Project included construction of a four-lane divided urban arterial with enclosed storm drainage for 1.8 miles with 0.3 miles of sideroad reconstruction on existing alignment. CFS provided complete survey, design development and construction plans development. Construction phase services included inspection and on-call engineering services.

Eisenhower Road Improvements, ROW | Leavenworth, KS

This project involved reconstruction of Eisenhower Road. The project expands a two lane facility to a four lane roadway including curb and gutter and sidewalks. In addition to the widening, traffic volumes require need for turn lane and signal warrant reviews. CFS staked R/W for Eisenhower near the intersections of 10 th and Eisenhower and near Shrine Park and Eisenhower. Also staked the west R/W line on 10 th Street south of Eisenhower and the east R/W line of Shrine Park south of Eisenhower.

Flood Repair | Leavenworth, KS (2006)

CFS was responsible for reviewing FEMA documentation, coordinating with the State FEMA group, prepare or revise project worksheets for funding considerations, prepare O & M plan sheets for areas needing repair, prepare details for areas needing repair, package projects into bidding packages under \$40,000 and prepare cost estimates for bidding phase and funding application.

Even More Experience

Leavenworth, KS – Const. Insp. Bridge, Project 52U-1886-01 (2005)

Leavenworth, KS – Inspection City Wide St. Maintenance Prog. (2005)

Inspection for 2005 Klink Overlay Program (2005)

KLINK 52U 1868-01, 4th St., Spruce to Lynn (2004)

KLINK 52U 1981-01, 4th St.to Pennsylvania (2004)

KLINK Overlay Inspection Services (2003)

references

We are proud to have helped many communities throughout the region on a variety of planning projects. Please take a few moments to contact any of the below references regarding our technical expertise past record of performance on similar projects. All of our project profile sheets also include references that we encourage to contact to learn more about our performance in those communities.

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Brookings, South Dakota

- Brookings Comprehensive Plan

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Community Development &
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Town of Hanover

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- Shawnee, OK
Comprehensive Plan

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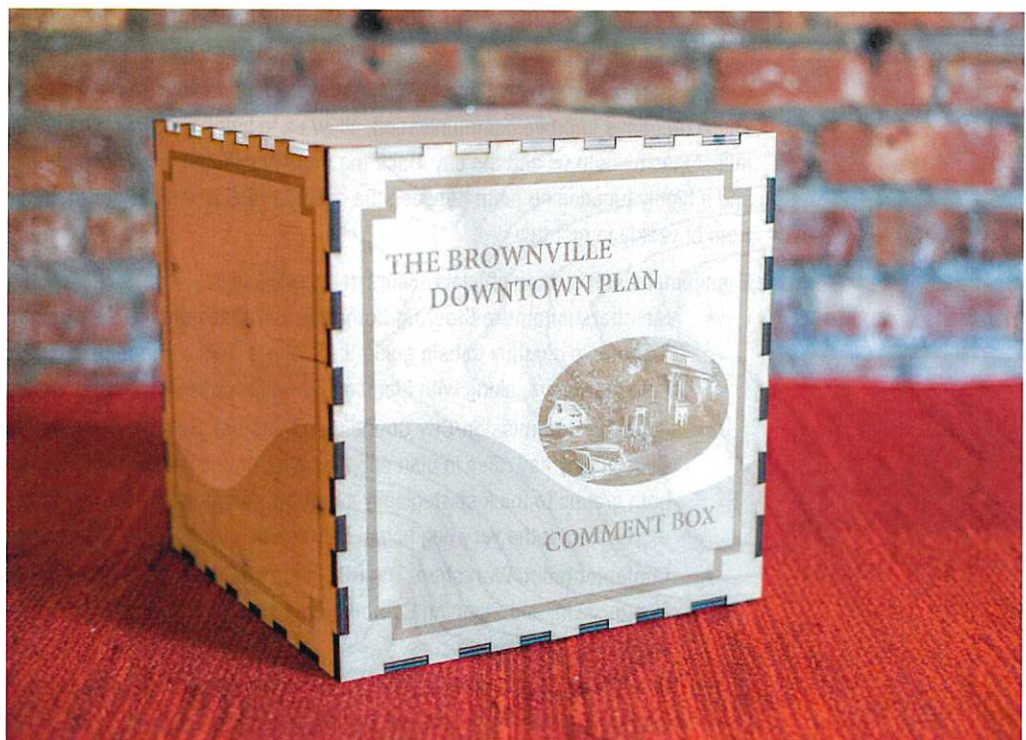
BRIAN BUETHE

Executive Director
Grimes Chamber & Economic
Development

- Grimes Comprehensive Plan
- Grimes Visual Design Standards

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Approach & Methodology

Innovative and Tailored Fit. We believe in applying new ways of thinking and innovative approaches to the preparation of plans. It is our job to deliver a finished plan based on your needs and priorities. Eager to learn from the community, we will identify what makes Leavenworth a special place to live, work, and play. We will spend significant time in the community, developing an understanding of the city's neighborhoods and corridors. We will apply lessons learned from your prior plans and from successful communities around the country to build on Leavenworth's greatest assets. By incorporating these strategies in our process, the final plan is unique and tailor-fitted to the needs and goals of Leavenworth.

Project Coordination. We understand that our clients have many competing priorities. Often, cities hire a consultant to assist with the planning process for this very reason. Therefore, one of our key roles is to make life easier for staff, starting with clear lines of communication. To do this, we propose to have biweekly meetings at the beginning of the process. While this may sound like additional work, these meetings are usually short conversations done by phone or web-conferencing to review progress and confirm milestones. These meetings improve communication, allow us to identify ways we can help staff, and improve meeting milestones by both us and the city. Once the more significant public engagement milestones are achieved, and a highly functioning team between the city and RDG is well-established, these meetings tend to evolve from biweekly to monthly.

Engagement with elected officials occurs at several levels.

- **Membership on the Steering Committee.** We recommend the formation of a steering committee that meets monthly to help guide the process. This committee should include one or two City Commissioners, along with Planning Commission members and strategic community partners.
- **Planning Commission/City Council Workshop(s).** Both the Planning Commission and the City Council play key roles in plan adoption and implementation. Therefore, we believe it is important for both groups to think strategically about the community and identify the initial priorities for further exploration at the very beginning. This can be in the form of joint workshops or separate meetings.
- **Implementation Workshop.** The RDG team will host a joint workshop with the committee, City Commission, and Planning Commission, to review key plan concepts and recommendations before the formal approval process.
- **Workshops, Open Houses, and Other Events.** We also encourage elected officials to attend other public meetings and events where residents of the community can share their thoughts and ideas about the future of Leavenworth. These are key opportunities for elected officials to hear this first hand, which can build essential ownership of and momentum for the plan.





Robust Community Engagement. Our community engagement program strategically brings stakeholders together at key stages in the planning process and involves as many community members as possible. Designed to give the public ample opportunities to shape their community's future, we use techniques in our engagement program to reach the public through in-person and online interaction. The information gathered and learned through this engagement program will guide the goals of the plan.

Elements that we have found to be very effective, include:

- **Steering Committee.** As noted above, the Steering Committee meets monthly to provide direction, assist with any necessary mid-course correction, and review deliverables.
- **Online Tools.** Email blasts, social media, surveys, and discussion forums contribute to sharing ideas, concepts and receiving feedback.
 - **Project Website.** RDG can either develop a website that will provide updates of the planning process or provide content and copy for a city-maintained site.
 - **Social Media.** Directing residents to a new social media outlet can often be challenging, but leveraging existing city or chamber outlets, which already have hundreds of followers, supplies the process with an existing audience. RDG will schedule and create copy for any existing social media platforms.
 - **Survey Monkey.** RDG will develop a questionnaire to understand community perspectives of city operations, services, and quality of life. We can also quickly create more specialized surveys, including workforce or senior housing surveys that capture residents living outside the city but working in Leavenworth.
 - **Online Townhall.** RDG has worked with different outlets to development online discussions, including Bang the Table, MindMixer, and PublicInput.com. Our project websites also have the capability to post questions and capture comments.
 - **Interactive Mapping.** Developing story maps allows residents to view data and interact with that information to provide more informed decisions.
- **On-site Tools.** More traditional methods of attracting the public to meetings such as fliers, posters, postcards, business cards, letters, and ads can be used. We also believe strongly in bringing the process to residents rather than asking them to attend traditional meetings. During the development of the engagement plan, city staff should identify these opportunities and locations to help create a strategy for using these events. Some of the on-site approaches that we have found to be very effective include:
 - **Planning Commission/City Council Workshop(s).** As noted above this can be a great way to kick off the planning process and engage elected officials from the start.
 - **Kick-off Meeting and Community Roundtable.** The kick-off meeting will introduce residents to the planning process and begin educating them on the value of thoughtful and engaging planning. It will also be an important opportunity for the public to identify key community issues and concerns to be addressed through a collaborative process.
 - **Listening Sessions.** Working with the Steering Committee and the city, RDG will conduct a two- to three-day program of small group discussions.





- **Student Engagement.** Working with the school districts and University of St. Mary, events can be organized to engage the youth and young adults in the planning process.
- **Design Studios.** We will involve both the Steering Committee, key stakeholders, and the general public in a highly-participatory process to prepare and refine the land use plan that will guide the future development of Leavenworth.
- **Open House.** This half-day event will be held at the end of the process to allow residents to view the overall plan and provide final comments.
- **Implementation Workshop.** This event allows the Steering Committee, Planning Commission, and City Commission to come together to celebrate the opportunities identified through the process and establish an agenda for moving forward.
- **Other Meetings & Events.** We believe that one of the most effect ways to engage residents in the planning process is to go to them. Our team will work closely with you to identify community events and organizations that can reach the most residents. This may include Meeting-in-a-Box formats that can be used by local civic organizations or special booths that can be set up at community festivals.
- **Project Identity.** A project identity will be developed to use in all communication related to the plan and ultimately in the final design of the document. Buttons, stickers, shirts, and magnets add interest to the project, create a consistent message, and add fun to the process.

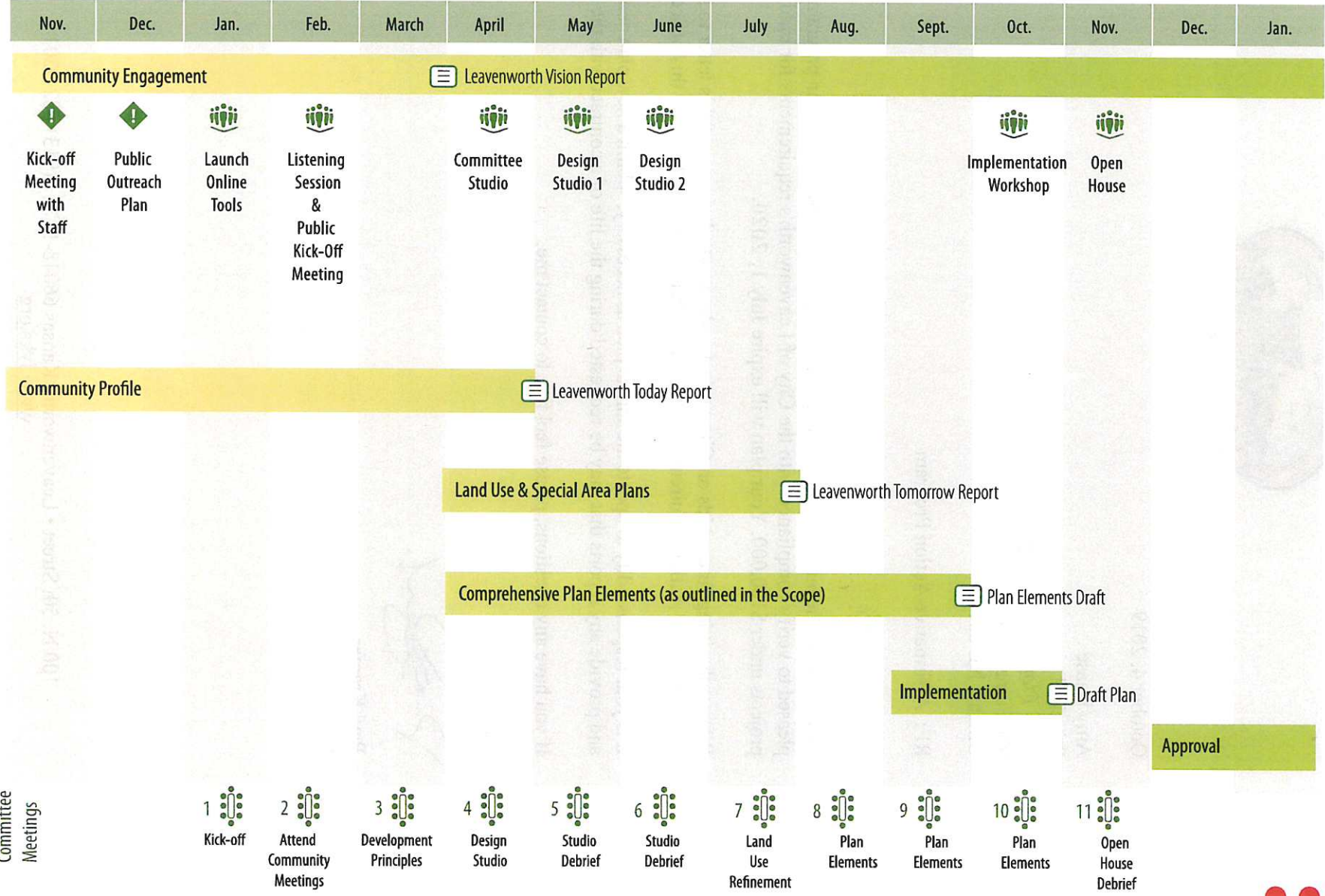
A Comprehensive View. Comprehensive plans are just that - they should look at all aspects of a city in the most comprehensive way possible and should provide the city more than just a land use plan. Creating a long-term strategic vision for the city is at the core of our approach, and this means having expertise in all areas that make a healthy city. Our work includes a wide range of plan types, including downtown, corridor, streetscape, active transportation, park master plans, and more. RDG's Community and Regional Planning group has worked in more than 300 communities from Midland, Texas to Williston, North Dakota and from Rawlins, Wyoming to Wauwatosa, Wisconsin. We have also worked with numerous military and college communities, where people regularly live for only a short time. This includes Junction City, Kansas and Bellevue, Nebraska (Offutt Airforce Base). For all of these plans and cities, we have strived to create a strategic plan that lays out a long-term vision for the city.

Focus on Plan Implementation. We go beyond merely identifying "big ideas." We assess those ideas against the practical aspects of implementation. Plan recommendations will be technically feasible, politically acceptable, and financially realistic. We will review your existing land use regulations and suggest needed changes for plan implementation. We understand that plans that are not implemented are not meaningful, and we take great pride in that many of our former clients have won awards for "best implemented plan."



-  Plan Advisory Committee
-  Public Meeting/ Open House
-  Major Events
-  Deliverables

Comprehensive Plan Schedule



Committee Meetings





October 4, 2019

Amy Haase
Principal
RDG Planning & Design
900 Farnam Street, Suite 100
Omaha, NE 68102

RE: Affirmative Action Program

Dear Ms. Haase,

Thank you for the information regarding your company's Affirmative Action program. I am pleased to verify compliance with the City of Leavenworth's requirements for bidding on projects under \$100,000. Your plan will expire July 1, 2020.

When submitting future bids on City projects, please attach a copy of this letter to satisfy the Affirmative Action requirements. The filed plan can be verified with this office.

It is your responsibility to update the annual plan as necessary, submit a new plan next year, and provide any reports that may be requested during the life of a contract with the City.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Paul Kramer".

Paul Kramer
City Manager

NON- COLLUSION AFFIDAVIT

The undersigned bidder or agent, being duly sworn on oath, say that he/she has not, nor has any other member, representative, or agent of the firm company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone such letting nor to prevent any person from bidding nor to include anyone to refrain for bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He/ She further says that no person or persons, firms or corporation has; have to will receive directly, any rebate, fee gift, commission or thing of value on account of such of sale.

OATH AND AFFIRMATION

I HEREBY AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FACTS AND INFORMATION CONTAINED IN THE FOREGOING BID FOR PUBLIC WORKS ARE TRUE AND CORRECT.

Dated this 03 day of October, 2019

RDG Planning + Design
(Name of Organization)

Principal
(Title of person signing)

[Signature]
(Signature)

ACKNOWLEDGEMENT

STATE OF Nebraska

)SS

COUNTY OF Douglas

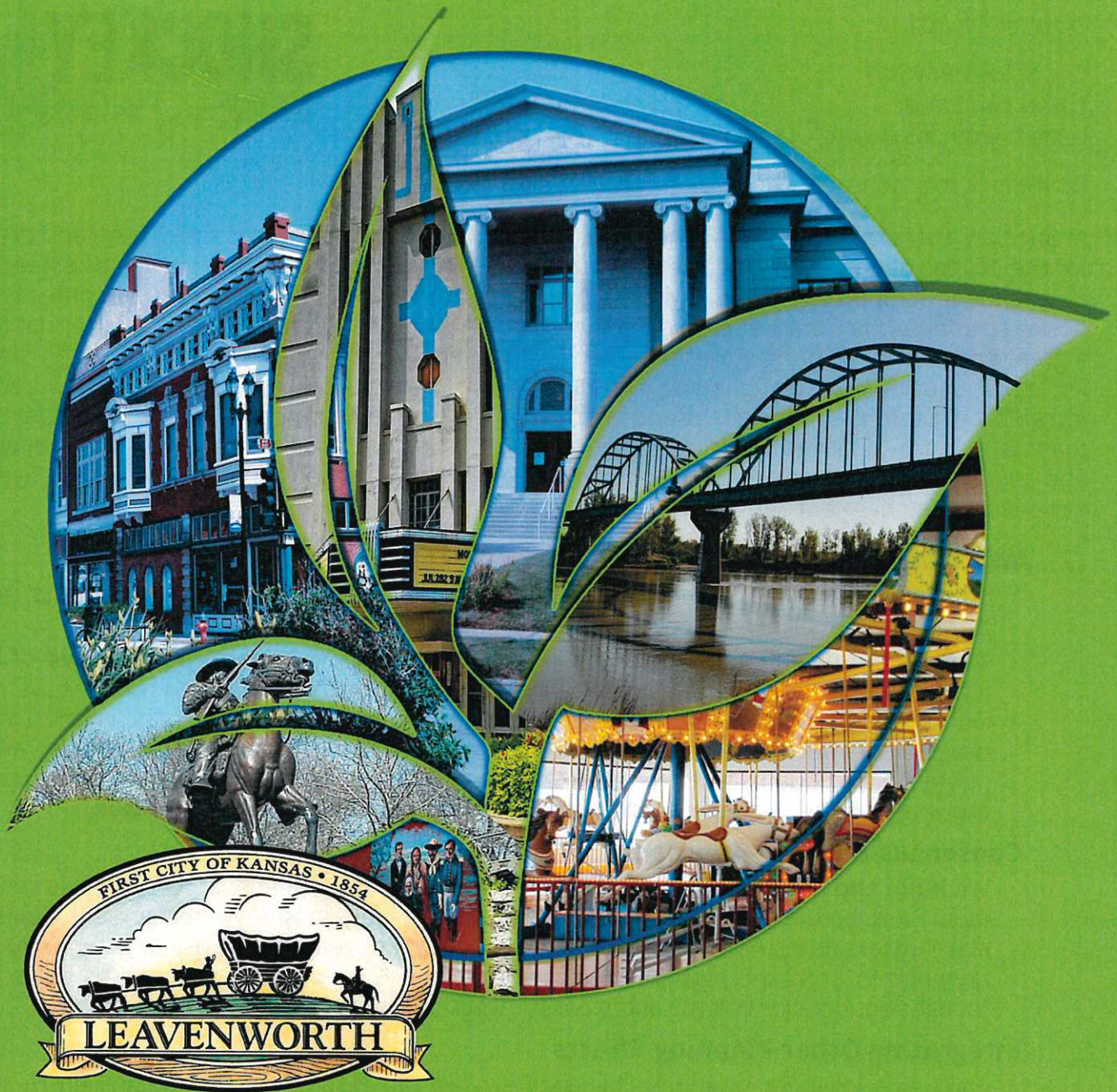
Before me, a Notary Public, personally appeared the above name and swore that the statements contained in the foregoing document are true and correct.

Subscribed and sworn to me this 3rd day of October, 2019.

[Signature]
Notary Public Signature



My Commission Expires: July 20, 2023



Leavenworth, Kansas Comprehensive Plan Update RFQ 2019-11

October 11, 2019 | 5:00 p.m. | 100 N 5th Street Leavenworth, KS 66048

SHOCKEY
CONSULTING



with

CFS
ENGINEERS

Robert M. Lewis, FAICP, CEcD

dPlanit

12351 W 96th Terrace, Suite 107 | Lenexa KS 66215 | P: 913-248-9585 F: 913-248-9585

www.ShockkeyConsulting.com

October 11, 2019

City of Leavenworth
100 N. 5th Street
Leavenworth, KS 66048



To whom it may concern,

At Shockey, there is nothing we like more than to help communities refocus their vision and prepare for the change ahead. We recognize that market conditions have changed significantly since 2011, necessitating an update to Leavenworth's Comprehensive Plan. We understand and appreciate your desire to update the Comprehensive Plan with broad-based public support and realize that this is a great opportunity to bring stakeholders together to further articulate the community's vision for its future. Shockey Consulting, along with our teaming partners CFS, dPlanit, and Robert Lewis, is incredibly excited to submit our proposal for the Leavenworth Comprehensive Plan Update. Our team is uniquely qualified for this project based on the depth of our team's experience writing and administering comprehensive plans and award-winning community engagement expertise. Our experience matches your requirements as follows:

✓ **Award-Winning Planning Experience**

- Shockey Consulting has 21 years of experience in developing **comprehensive plans**, master plans, strategic plans, and community visioning processes.
- Many of our world-class, award-winning planners bring the **unique perspective** of being former city staff members who have **developed and implemented** comprehensive plans. Our planners have first-hand experience using comprehensive planning documents to make development decisions and have worked extensively with elected officials, developers, and the public. This unique perspective guides our approach for each step in the planning process, allowing us to deliver a **successful process from conception to completion**.

✓ **Consensus-Building Approach**

- We **build the needed support** and energy behind a comprehensive plan, which is critical to its success, both in the development and implementation phases. We recognize that different stakeholder groups will engage in the process for various reasons. We use targeted techniques designed to bring the right people together to reach consensus. The result is better, well-thought-out decision-making and plans with legs so you can hit the ground running!

✓ **Integrating Other Planning Efforts**

- Through a collaborative and flexible approach, we can ensure that the Comprehensive Plan is **well-aligned with other community planning efforts**, such as the Downtown and North Leavenworth Redevelopment Area Master Plan, the Leavenworth County Transit Plan, and existing development regulations.

We appreciate your consideration of our team for this exciting opportunity to lead the Leavenworth community through a process that results in an adaptive Comprehensive Plan reflective of community aspirations. The process we outlined can be tailored to fit your budget and timeframe. If you have any questions, please contact me at (913) 515-4365 or sheila@shockeyconsulting.com. We look forward to discussing our proposal with you in person.

Sincerely,

A handwritten signature in black ink that reads "Sheila Shockey".

Sheila Shockey, President
Shockey Consulting Services, LLC

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Firm Qualifications

Shockey Consulting Services, LLC provides award-winning management, planning, and community engagement consulting services to federal, regional, state, and local governments and other public agencies. The firm was **founded in 1998** and is headquartered in **Lenexa, Kansas** with an office in the **St. Louis, Missouri** region. A group of dedicated and talented professionals with **diverse backgrounds** make up the Shockey team, including:

- **former government managers**
- **strategic & urban planners**
- **communications & public engagement specialists**

Shockey has extensive experience working on various comprehensive plans. Over the past 20 years, we have successfully engaged communities to develop their vision, goals, and long-range plans. Our creative community engagement techniques, unique ideas and perspectives, and visionary plans have been recognized as outstanding by both the Kansas and Missouri Chapters of the American Planning Association.

We have extensive experience leading award-winning planning processes across the Kansas City Metropolitan Area similar to the size and scope outlined for this planning effort. Our team has demonstrated success completing projects on-time and on-budget.

We are proud to have received recognition for our work. Recent recognitions include:

- **2017 Outstanding Public Outreach, Program, Project, Tool or Communitive Initiative** for Imagine Independence – American Planning Association, Missouri Chapter
- **2017 Pioneer Award** (Urban) City of Hutchinson, Kansas for Imagine Hutch 2037 – American Planning Association, Kansas Chapter
- **Top 25 Under 25 Small Business 2015** by Thinking Bigger Business Media Inc.
- **Top Women-Owned Business 2015** – Kansas Department of Commerce

Find out more at: www.shockeyconsulting.com

Take a look at some of our recent work by clicking the buttons below:

[Westwood Comprehensive Master Plan \(2017\)](#)

[Lenexa 2040 Vision Plan \(2019\)](#)

[Olathe 2040 Future-Ready Plan \(2019\)](#)



Shockey has developed outstanding plans with broad community consensus for:

- City of Camdenton, MO
- City of Columbus, KS
- City of Edgerton, KS
- City of Emporia, KS
- City of Greenwood, MO
- City of Holton, KS
- City of Hutchinson, KS
- City of Independence, MO
- City of Kirksville, MO
- City of Ladue, MO
- City of Lake Saint Louis, MO
- City of Larned, KS
- City of Lenexa, KS
- City of Maryland Heights, MO
- City of Merriam, KS
- City of Olathe, KS
- City of Raymore, MO
- City of Rose Hill, KS
- City of Waverly, KS
- City of Westwood, KS
- Franklin County
- Harvey County
- Sedgwick County

Firm Qualifications



CFS Engineers

Transportation Planning / Infrastructure Planning

CFS is a full-service consulting firm that provides professional engineering, transportation, and environmental services throughout the Midwest. The Transportation Planning Group at CFS offers expertise in addressing gaps in community infrastructure and designing healthy places for active living. By planning welcoming places that increase mobility and access for all users, we forge lasting community partnerships with common values of neighborhood preservation and restoration and work diligently towards new options for addressing conflicts caused by congestion. As communities grow, the demand for active transportation facilities to connect between public assets also increases. CFS offers experience in all aspects of multi-modal design including complete street and parkway projects, alternative intersections and traffic signals, and transit-oriented planning. Our common sense approach provides value-framed decisions for safer pedestrian crossings, traffic calming, and a more attractive street network.

CFS ENGINEERING SERVICES

Bike / Pedestrian
Transportation Planning
Traffic Engineering
Civil Engineering
Landscape Architecture
Environmental Planning
Site Development
Surveying
GIS Mapping
Geotechnical
Public Utilities
Cost Estimation

LOCATIONS:

Kansas City, Missouri
Kansas City, Kansas
Jefferson City, Missouri
Lawrence, Kansas
Springfield, Missouri
Topeka, Kansas
Horton, Kansas

VISION-LED PLANNING AND PRIORITY SETTING

At the core of our firm is the philosophy that successful projects are led by a community vision. We are regularly tasked with incorporating the perspectives of citizens and stakeholders together to achieve highest levels of sustainable design. We are committed to bringing experts together through a collaboration so that all “voices” are heard empowering local leadership to buy-into the overall process knowing the best practices across the nation.

CFS has extensive experience working in the Leavenworth community.

Project Experience in Leavenworth

- Home2Suites by Hilton, Leavenworth, KS (2018)
- Office of Facilities and Property Management (OFPM) Kansas Department of Administration, Leavenworth Office (2018)
- Leavenworth Animal Control, Site Design and Stormwater Drainage Study, Leavenworth, KS (2012)
- 22nd Street Improvements, Leavenworth, KS
- TCTC Complex, Leavenworth, KS
- Grand Avenue sidewalk, Leavenworth, KS (2006)
- US 73/K-7 (4th Street) Geometric Improvement Project from Linn to Pennsylvania Street, Leavenworth, KS
- Eisenhower Road Reconstruction, Leavenworth, KS
- Eisenhower and Hughes Road, Signal Design, Leavenworth, KS
- Eisenhower Road/Shrine Park Intersection, Leavenworth, KS
- Eisenhower Road On-Call Additional Engineering, Leavenworth, KS
- Eisenhower Road Improvements within the ROW, Leavenworth, KS
- Flood Repair, Leavenworth, KS (2006)

Project Experience in Fort Leavenworth

- Accessible Playgrounds for Buildings 2400 and 62, Construction Staking, Ft. Leavenworth, KS (2019)
- Childhood Development Centers, Building Survey and Geotechnical Exploration, Ft. Leavenworth, KS (2018)
- 35th ID Staking, Ft. Leavenworth, KS (2018)
- Worked under HTK Architects - Barracks, Drainage Report, Reading Center, Transient training barracks, and KS Readiness Center (2013-2018)
- Fort Leavenworth Fueling Station, Ft. Leavenworth, KS (2011)

Other Project Experience in the Leavenworth Area

- Dept of Admin - Leavenworth Subarea (2017)
- Leavenworth County Survey, 5 acres in Leavenworth County for Don Parr. (2017)
- Leavenworth Road Plat, Kansas City, KS (2013)
- Tank Backfill - Testing, 77th and Leavenworth Road (2013)

Firm Qualifications

dPlanit was established in 2012 based upon the foundation of providing public engagement and urban planning services through the effective collaboration of client, community, and consultant colleagues. As a small business, dPlanit operates in concert with client and project team members at all times. As a result, dPlanit has found a shared commonality in every project – the pursuit of a vision for a better community, a better neighborhood, a better development, a better environment, a better...

The goal at dPlanit is simple – accomplish the “vision for a better ...” by working together.

Achieving this goal is essential for successful plans, implementation tools, and physical projects. It is also essential to the building of relationships and partnerships that go beyond any individual project in order to positively impact communities in the future. No matter the client or community dPlanit is committed to the pursuit of a vision for a better...

Working on a wide array of regulatory, planning, design, and development projects has taught dPlanit that success comes from effective collaboration and meaningful partnerships.

Citizens, developers, property and business owners, consultants, government staff, and community leaders must work together to achieve a desired vision. By working together an essential foundation for successful plans, implementation tools, and physical projects is established. dPlanit currently is working to bring people together by blending traditional and new planning approaches with technological tools in a manner that engages and energizes people.

Robert Lewis is an independent consultant and one of the founding employees of Development Strategies in 1988, a consulting firm with a nationwide practice. Bob became president of the company in 2000 and served clients in 35 states until his retirement at the end of 2017. Prior to Development Strategies, he was with the consulting firm Team Four for ten years and with the St. Louis County Department of Planning for two years.

Bob works in the public, private, and institutional sectors on a wide range of assignments. These include planning and policy analysis for local and regional economies; market and financial feasibility analyses for commercial real estate ventures; economic development marketing programs; attitudinal surveys; focus group moderating; group facilitation for strategic planning; market development trends and economic profiles; tax and economic impact profiles; market evaluation for land development; socioeconomic and fiscal impact assessments; computerized real estate data files; highest and best use studies; housing resource studies; and policy papers for government entities.

Our Team



Education

Master of Public Administration,
University of Missouri –
Kansas City

Bachelor of Public Administration,
Washburn University

Sheila Shockey, Shockey Consulting Principal-in-Charge

Sheila is the founder and president of Shockey Consulting Services. She has worked in city management and planning for local governments and as a consultant since 1989. She is an **experienced project manager** with numerous American Planning Association Award-Winning Plans including a National APA award for **comprehensive planning**. Sheila uses data-rich tools to show interconnection between technologies, society, economic, and government so participants can comprehend big, complex transformations and make better decisions for a more resilient world. Known for her expertise in **public process design** and **facilitation**, Sheila has proven success in managing complex stakeholder planning processes with diverse communities. With a unique perspective on government agencies and planning, Sheila brings a deep understanding of planning issues and challenges and the ability to develop effective community-based solutions.

"The plan was nicely presented, easy to understand. It includes well-thought out strategies to guide our community toward its vision of the 21st Century."

- Eileen Weir, Mayor, City of Independence, Missouri

- ✓ 20+ Vision & Comprehensive Plans
- ✓ Gains community consensus on clear achievable, measurable goals
- ✓ Provides innovative ideas to address future trends
- ✓ Futurist that engages communities in strategic foresight



Education

Bachelor of Urban Planning & Design,
University of Missouri –
Kansas City

Bachelor of Housing & Interior Design,
Missouri State University

Shelby Ferguson, ENV SP, Shockey Consulting Project Manager

Shelby Ferguson is an experienced planner and public engagement specialist with 7 years of experience working on redevelopment, growth management, historic preservation, housing, and mapping projects for communities in Kansas and Missouri. She combines her knowledge of urban planning and design to help communities **create their visions**. Shelby is a talented artist who uses visual facilitation techniques and sketches to bring community visions to life. She works with stakeholders to understand the appreciation of design, while also having the ability to evaluate and implement **community-based solutions**, including visioning and **comprehensive planning**. Shelby has served as current and long-range planner updating housing regulations, unified development code, and a comprehensive plan as an onsite contract planner for a local Kansas municipality.

"Shelby is a wonderful resource who communicates well, easily fits into the existing team, and strives to obtain the best results for the community." - Aimee Nassif, Community Development Director, City of Olathe, KS

- ✓ Highly organized and experienced project manager
- ✓ Writes zoning ordinances, subdivision regulations, architectural design standards, and UDO

Our Team



Ellen Rottjakob, AICP, Shockey Consulting
Senior Planner

Prior to joining Shockey, Ellen managed numerous planning, economic development, and capital improvement projects for local governments in Illinois and Missouri for nearly 20 years. As a former planning and development director and assistant city administrator, Ellen has a long history of working effectively with staff, elected officials and the public to develop policies and programs consistent with **best planning practices** and a community's vision. Ellen understands the important relationship between streamlined, flexible, and user-friendly development regulations and a county's ability to achieve its long-term planning goals. Ellen has extensive experience **administering and implementing** comprehensive plans for a variety of communities, both large and small. She has prepared comprehensive plans both as a city staff person and as a consultant, including facilitating **public engagement** during plan preparation and adoption.

- ✓ **Municipal experience leading comprehensive planning efforts**
- ✓ **Economic development & sustainable growth expert**

Education

Master of Planning,
Indiana University –
Indianapolis

Bachelor of Political
Science & English,
Indiana University –
Bloomington

"Team oriented, consensus builder, effective communicator and positive attitude are some of the attributes Ellen not only brought with her to the City of Brentwood but are values she instills in people around her. Brentwood is a better community today because of the time Ellen spent with us." - Pat Kelly, Retired Mayor, City of Brentwood, Missouri



Tyler Waldorf, Shockey Consulting
Urban Designer, Public Engagement Specialist

Tyler is an architect with a background in planning and urban design. Tyler leads Shockey's urban design studio to develop **award-winning plans**. He has successfully led projects to completion on-time and on-budget for the past 11 years in both Chicago and Kansas City. Tyler develops **innovative, highly visual** community engagement techniques that engage diverse stakeholder groups, resulting in effective community-based solutions.

- ✓ **Experience leading public engagement efforts in communities similar to Leavenworth**
- ✓ **Designs inclusive community engagement processes**

Education

Master of Architecture,
Illinois Institute of
Technology

Bachelor of Science,
Architectural
Engineering, University
of Kansas



Our Team



Taylor Vande Velde, Shockey Consulting Planning, Public Engagement Support

Taylor is an urban planner with experience in public engagement and community outreach, as well as experience working on detailed **land use plans** for both urban and suburban areas. She has participated in projects with extensive site and area analysis as part of the beginning stages for proposals and policy changes. Her robust knowledge of urban design and the public realm lend to her ability to **create realistic illustrations** of the current and future built environment. She is skilled in SketchUp **3D modeling, mapping,** and Adobe Creative Suite.

- ✓ Ability to create visuals that depict a community's vision
- ✓ Skilled in 3D modeling and urban design graphics
- ✓ Experience with land use planning & mapping

Education
Bachelor of Arts in Urban Planning & Design, University of Missouri – Kansas City
Associate in Arts, emphasis in Architecture, Johnson County Community College



Jesus Fernandez, Shockey Consulting Public Engagement Support, Mapping

Jesus is an urban planner with experience in public engagement and urban land use planning. He has participated in projects with extensive neighborhood and stakeholder engagement for the purpose of informing reports on **future land use, housing, and economic development.** He has a strong understanding of the public process and is a skillful designer with the ability to create visually appealing maps, renderings, and graphics. Jesus is proficient in **writing and speaking Spanish.**

- ✓ Skilled in using GIS Data and mapping
- ✓ Experience working on land use, housing, and economic development plans

Education
Bachelor of Arts in Urban Planning & Design, University of Missouri – Kansas City
Associate in Arts, Donnelly College



Our Team



Jim Schuessler, FASLA, PLA, LEED AP, ENV SP, CFS
Land Use Planner

As an industry leader, Jim is dedicated to transforming sites and communities throughout the Midwest and beyond inspiring designers, clients and contractors to be both thoughtful and transformative. He consistently works to develop new and progressive ways of solving design challenges. He is a versatile leader with project responsibilities ranging from site programming and analysis to master planning and design leadership. His expertise includes stormwater best management practices (BMPs), urban planning and design of environmentally sustainable landscapes. Over the past few years, Jim has been providing project management and project design for various parks and recreation departments and school districts.

- ✓ **Green infrastructure**
- ✓ **Stormwater**
- ✓ **Planning**
- ✓ **Parks/Trails**

Education

Master of Architecture,
 University of Kansas

Bachelor of Landscape Architecture, Kansas State University

REGISTRATIONS AND CERTIFICATIONS:

Professional Landscape Architect: MO
 LEED Accredited Professional
 Envision Sustainability Professional
 American Planning Association



Sabin Yanez, PE, CFS
Civil Engineer

Mr. Yanez believes in principal led projects, not only in name, but in who you see, who is responsible for the project and who you deal with. Mr. Yanez has over 30 years of Transportation Planning, Project Development, Traffic/Intelligent Transportation Systems Management & Operations and Administrative experience. Mr. Yanez has been integral in leading long-range planning and project development efforts with many communities in the metropolitan area. With his previous experience as District Engineer for the Missouri Department of Transportation, Mr. Yanez has frequently been retained by local public agencies to identify innovative funding solutions and coordinate projects with multiple entities, such as state DOTs, TDDs, CIDs, etc.

- ✓ **Transportation Planning**
- ✓ **Infrastructure Planning**

Education

Bachelor of Science in Civil Engineering,
 University of Missouri - Rolla

REGISTRATIONS AND CERTIFICATIONS:

Professional Engineer: MO | KS
 American Public Works Association
 American Society of Civil Engineers
 Institute of Transportation Engineers
 Missouri Society of Professional Engineers
 Northland Regional Chamber of Commerce - Board of Directors

Our Team



Education

Master of Science
in Civil Engineering
Transportation,
University of Missouri

Bachelor of Science
in Civil Engineering,
University of Missouri

Andrew Robertson, PE, PTOE, CFS
Traffic/Transportation Engineer

Mr. Andrew Robertson, PE, PTOE has worked on a wide variety of transportation and traffic challenges within Missouri and Kansas ranging from planning studies to roadway design. Past projects included addressing access management requirements for commercial development access driveways, analysis of event traffic arrival and dispersion operations, identification of traffic calming methods for optimized multi-modal safety, and complete street design alternatives. He is an expert in utilizing traffic modeling software including Synchro and VISSIM and regularly demonstrates his passion for teaching this technology to others. His work experience also includes ADA compliant design and inspection, multi-modal design, noise barrier design, roadway and intersection design, signal modifications and design, street lighting, pavement marking, signage, traffic control, trail and sidewalk design, and cost estimation.

- ✓ **Transportation Planning**
- ✓ **Infrastructure Planning**

REGISTRATIONS AND CERTIFICATIONS:
Professional Engineer: MO | KS
Professional Traffic Operations Engineer



Education

Master of Science
in Environmental
Engineering,
University of
Connecticut

Bachelor of Science
in Civil Engineering,
Iowa State University

Neila Seda, PE, CFS
Senior Design Engineer

Mrs. Seda has been involved in all aspects of civil engineering. With a passion toward solving municipal infrastructure challenges, Neila's experience includes stormwater and waterline design, utility coordination, road, parking lot, traffic counts and reports, erosion control plans, street lighting design, plans preparation and delivery, client and public meetings, and environmental permitting. She has focused her career on solving urban infrastructure problems associated with break-prone or obsolete distribution/collection systems, H&H studies, and stormwater collection/conveyance systems.

- ✓ **Utility Coordination**
- ✓ **Infrastructure Planning**
- ✓ **Stormwater Design**
- ✓ **Public Involvement**

REGISTRATIONS AND CERTIFICATIONS:
Professional Engineer: MO
PACP / LACP / MACP

Our Team



Education

Master of City & Regional Planning, University of Oklahoma

Bachelor of Parks & Recreation, University of Oklahoma

Dave Knopick, AICP, dPlanit Senior Planner, Quality Assurance

Dave has been engaged in planning for 30 years, working with people and communities on a wide array of regulatory, planning, design, building and development projects nationwide. This experience has taught Dave that success comes from effective collaboration, and meaningful partnerships. Dave has previous **planning experience as a City staff** member for various Midwest cities where he worked on current and **long-range planning** projects, as well as plan review, building inspection, community standards, code enforcement, and permitting and licensing. Dave has been involved in the leadership, management, and delivery of a wide variety of planning projects primarily for local government entities as the lead planner, project manager, studio leader, or Principal in the private sector. Dave has continued his commitment to planning for and with communities over the past 7 years by being the lead or part of a team for projects in the Kansas City region and beyond as the owner of DPlanit LLC.

- ✓ Urban Planning & Design
- ✓ City Planning Experience
- ✓ Develops Comprehensive Plans for communities similar to Leavenworth



Education

Master of City & Regional Planning, Emphasis on Public Finance, Southern Illinois University - Edwardsville

Bachelor of Business Administration, Miami University

Robert Lewis, FAICP, CEcD Economic Development Specialist

Bob is presently an assistant professor of urban planning and development at Saint Louis University after almost 42 years as a practicing planner, **urban economist**, and **real estate development** consultant. Bob's professional skills revolve around the economics of urban planning and land development. He has conducted many assignments in **development feasibility, market analysis, land use strategies, housing strategies, downtown redevelopment, and financial feasibility**. His expertise in real estate market analysis leads to implementable plans with clearly defined targets.

- ✓ Experience working on comprehensive plans and market analyses for communities similar to Leavenworth



LEAVENWORTH KS COMPREHENSIVE PLAN UPDATE ROADMAP

WHAT IS STRATEGIC VISIONING & COMPREHENSIVE PLANNING?

A vision describes the desired future in idealistic and aspirational terms. **STRATEGIC VISIONING** goes a step further and designs the path we will take to realize that vision. Strategic visioning takes a vision and puts it into action. Strategic visioning provides the framework for Comprehensive Plans.

THE FUTURE STARTS HERE

STRATEGIC FORESIGHT

As our world changes, **STRATEGIC FORESIGHT** is the key to identifying the right path. We use data, forecasting, and local and national trends to help your community anticipate forces that may assist or impede it from achieving its vision. With strategic foresight, you can create a proactive Plan that is adaptable to future conditions.

WHY NOW?

We live in a changing world. Bring your community together by focusing on tomorrow, creating a common understanding of how to put your vision into action.

VISION

VISION creates a vivid mental picture of the community's desire.

A VISION STATEMENT inspires & energizes.

Example:
To be the healthiest community in America.

"Vision without execution is hallucination."
- Thomas Edison

GOALS & OBJECTIVES

GOALS & OBJECTIVES are our long-term desired outcomes and move the community toward achieving the vision.

Goals answer the question: What do we want?

Example: *Increase health and wellness of all residents.*



STRATEGIES

STRATEGIES provide direction toward goals and move the community toward the strategic vision.

Example: *Provide recreational and educational opportunities that promote a healthy lifestyle.*



"The only thing that is constant is change."
- Heraclitus



"Cities have the capacity of providing something for everybody, only because, and only when, they are created by everybody."
- Jane Jacobs

POLICIES

POLICIES are statements that guide development and public investment.

Future land use maps depict policies.



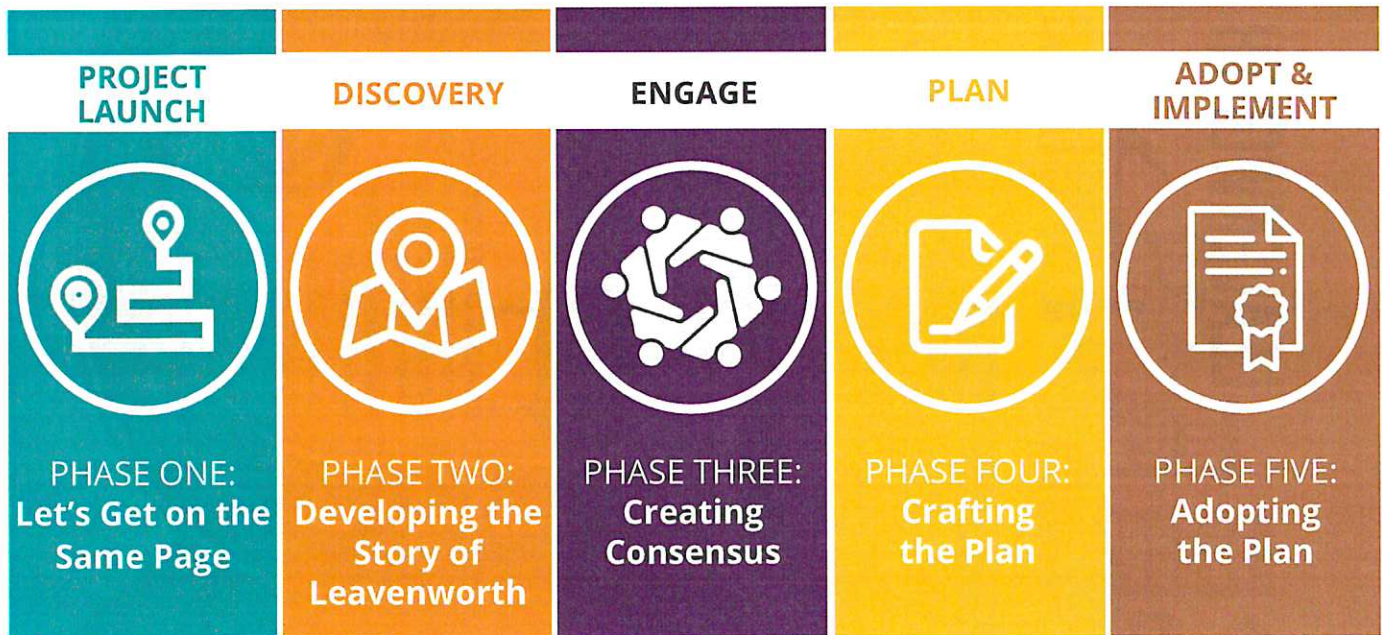
Project Understanding

The City of Leavenworth continues to face a changing future driven by fast-paced demographic, economic, social, and industry trends. We understand your need for a visionary, community-based planning process to update the City's Comprehensive Plan that will guide Leavenworth's development and re-development for the next 10 years and beyond. Our process uses strategic foresight so that the plan is adaptable for future changes in retail, commercial development, housing demand, population trends, and innovative technologies.

It is our understanding that the desired outcomes of the comprehensive planning process are as follows:

- Employ a robust community engagement process to identify community strengths, opportunities, and areas of need and establish a shared community vision for land use, redevelopment, infill, and future development in Leavenworth, including community goals and objectives.
- Develop economically sustainable land use policies and tangible strategies designed to achieve the community's vision.
- Develop a clearly-defined implementation plan with action steps, roles & responsibilities, and performance indicators.
- Create a comprehensive, useful, intuitive, and accessible plan for the community in a concise, yet cohesive document. We are also proposing a public-facing interactive web-based plan that can be updated rather than remain static.

We propose a five-phase process to developing a successful Comprehensive Plan for the Leavenworth community.

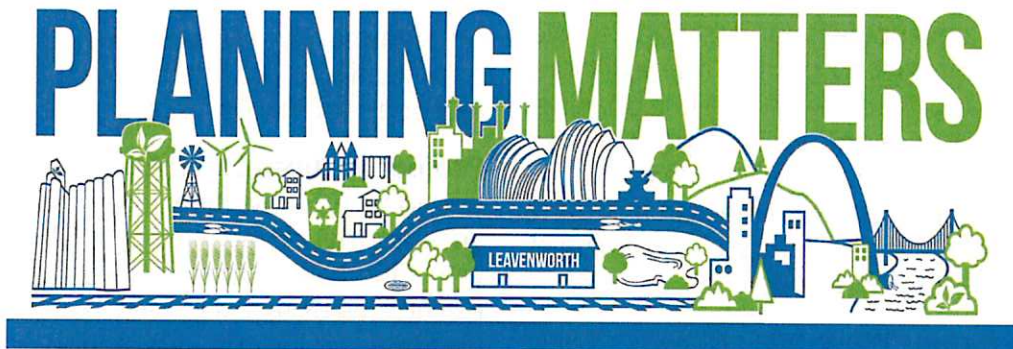


Our Philosophy

Our team believes in the power of community engagement in developing a successful plan for the City of Leavenworth. A successful plan is a reflection of the community and the feedback that was received during the planning process. This process calls for a thoughtful and robust engagement approach that brings people together, harnesses community values and priorities, provides accurate data and information, and empowers the community to think like futurists to develop a vision that will guide the future of Leavenworth and spur transformational community progress.

Using our approach, community engagement is not a separate set of tasks but rather an integral part of plan development.

The community engagement process for this planning effort is expected to be wide-reaching, involving residents, community groups, business leaders and more. We believe we have outlined an exciting engagement process tailored to the unique characteristics of Leavenworth. This work will require a variety of skilled experts, but also a team of genuinely personable individuals who are committed to working closely with city leaders, listening to and building relationships with the public and stakeholders encountered throughout the planning process.



Project Approach

PHASE ONE: Let's Get on the Same Page



We will work closely with elected officials and City staff throughout the planning process, starting with the project initiation. During this phase, we will work closely with City staff to establish roles, assign responsibilities, develop a project management plan, outline the engagement efforts, and assemble the Steering Committee.

Kick-Off Meeting: We will hold a kick-off meeting with City staff the consultant team to discuss planning objectives, community engagement strategies, key stakeholders, and schedule. We will present an integrated project management and communications tool with project phasing, schedule, and tasks along with responsibilities for tasks and deadlines. We will continue to meet with City staff every two weeks in a project management meeting to ensure the project remains on-time and on-budget.

Public Engagement Plan: We will work closely with City staff and the Steering Committee to develop a Public Engagement Plan. The Public Engagement Plan will document the overall stakeholder engagement protocol, planning framework, anticipated activities, schedule and materials to be produced. The Public Engagement Plan includes:

- Overview of the project
- Objectives for communication and stakeholder engagement
- Strategic approach for communication and stakeholder engagement, including a strategy for hard-to-reach groups
- Key messages
- Stakeholder identification
- Roles and responsibilities of consulting team and City staff
- Social media plan
- Communications schedule

Steering Committee Meeting #1: A representative group inclusive of diverse interests will be formed to guide the decision-making process. The Steering Committee will develop recommendations that will guide the content and framework for the Comprehensive Plan. Steering Committee members will serve as plan ambassadors assisting in the broader community outreach effort and will help lead the plan into implementation.

The first Steering Committee meeting will be held to provide an orientation for members. The meeting will include an introduction to the planning process, a description of the roles and responsibilities of the members, a discussion on community engagement activities, and an opportunity to provide initial input into the vision and goals for the Comprehensive Plan.

Project Webpage: A dedicated project webpage provides a convenient way for the public to get information at their own pace. We will work with City staff to create a webpage on the City's existing website exclusively for this project. The webpage will include information about upcoming engagement opportunities, provide visuals and graphics, and provide areas for people to provide feedback and input online.

Plug-In: The City of Leavenworth uses their existing communications very effectively. We will work with City staff to develop a social media and communications plan that provides the framework for how and when we post plan updates and announcements on the project webpage, across City social media platforms, in relevant NextDoor groups, in Enews blasts, in Nixle pushes, and through press releases. There may be additional opportunities to partner with community organizations or other entities to push information out through their existing communications channels.

Existing Plan Review

There is a LOT of information included in the existing Comprehensive Plan, nearly 100 pages. To have a clear, concise, updated Comprehensive Plan, the plan will need the review of our expert team to extract the key elements and match them to the community's updated vision and goals for the future.

We have assigned subject matter experts to do an initial review and synthesize the key elements. This will be helpful as we discuss with the community the future vision and goals. The next step will be to identify relevant policies to the new vision and goals. Much of the historical data will be retained in the interactive web-based plan as background studies rather than as part of the plan document that guides decision-making.

Chapter 1: History & Demographics

Chapter 1 summarizes who Leavenworth is as a community and how it became what it is now. This chapter will be updated to reflect current demographics. Our team will analyze relevant data and information to develop a community profile, or Current Snapshot, in the form of simple, graphically-appealing infographics accompanied by concise summaries of where Leavenworth stands today.

Chapter 2: The Planning Foundation

Chapter 2 provides a review of past planning efforts and recommendations. This chapter will be updated to better reflect the current planning process, including the public engagement process, community vision & values, and current planning issues.

Chapter 3: Utilities & Public Facilities

Chapter 3 assesses and evaluates the state of Leavenworth's utilities and public facilities. Jesus Fernandez with Shockey will use his GIS Mapping and Graphic Design skills to update the City's maps related to utilities and public facilities. Our team will make recommendations for potential improved connections, facilities, and parks.

Chapter 4: Transportation

Chapter 4 provides a summary and analysis of the City's transportation networks, including multimodal transportation options. To accomplish a greater vision for a more resilient community, the CFS team will work closely with the public to prioritize traffic and transportation solutions in an implementation timeline. By conceptualizing the character of the roadway, the CFS team will provide recommendations that focus on utilizing available space for greater mobility for all mode choices.

Existing Plan Review

Chapter 5: Housing

Chapter 5 covers a condition and needs assessment of Leavenworth's housing stock. To better understand future opportunities and potential, we recommend a Market Analysis be conducted for both commercial and residential development. Bob Lewis, FAICP, CECD will bring his 45 years of experience as an urban economist to this task. He will provide a community and regional market analysis of uses that provide economic vitality while preserving the community's unique character as it grows. The analysis will include developable land, potential infill sites and redevelopment sites, best uses, and recommended development densities with broad stakeholder support. The focus of this work is to set realistic goals and economic development policies based in market-realities today and into the future.

Chapter 6: Land Use

Chapter 6 describes the community's past and current land use patterns. Dave Knopick, AICP, with DPlanit and Shelby Ferguson with Shockey will review existing development regulations and relevant land use documents to provide a baseline of information. Jesus Fernandez with Shockey will develop a visually appealing map layers documenting existing conditions.

Chapter 7: Community Appearance

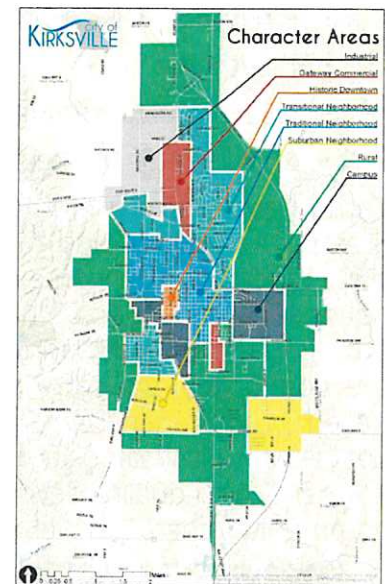
Chapter 7 provides a critical look at the aesthetics of the community. Ellen Rottjakob, AICP, Senior Planner with Shockey will use her decades of experience in planning, historic preservation, and architectural design standards to review this chapter and recommend updates.

Chapter 8: Sustainability

Chapter 8 examines how the City can maximize resources, look beyond short-term economic benefits, and analyze long-term environmental and social impacts of each proposed development. The Shockey team will review Chapter 8, along with existing city and county plans and policies, to provide recommendations for updates to this chapter.

Chapter 9: Implementation

Chapter 9 identifies objectives and necessary action steps Leavenworth must implement to achieve the community's vision for development and redevelopment. Our team will utilize community input on the vision, goals, and objectives for Leavenworth combined with policy recommendations to update the implementation plan to include goals, objectives, action steps, responsible parties, and performance measures. We can also create an online dashboard to host performance measures charting implementation progress. See an example of this work here: [CLICK HERE](#).



Example Map from Kirksville Comprehensive Plan

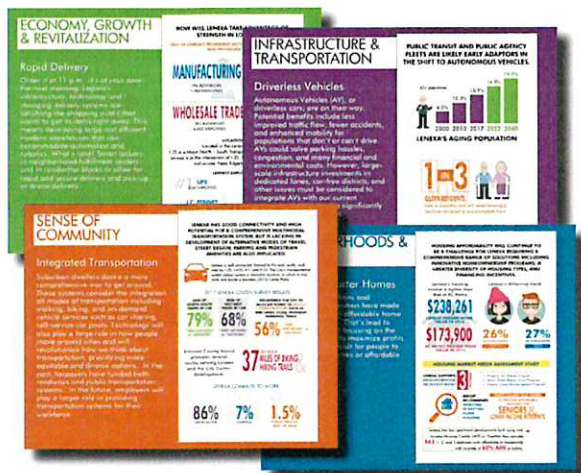
Project Approach

Trend Cards: To be a resilient community into the future, Leavenworth needs to understand what trends could have a high probability and high impact on the community. We will develop a set of trend cards that can be shared with key stakeholders including City staff, elected officials, and the public to broaden the understanding of how to be better prepared for the future and take advantage of the opportunities presented.

Brief graphically-appealing trend cards will be developed to describe emerging trends that can impact future land use. We will analyze the various trends that are likely to impact Leavenworth over the next 20 years. The analysis will consider a variety of trends, including topics such as:

- Federal Government Spending
- Innovation & Disruptive Technologies
- Healthcare
- Criminal Justice Reform
- Shift in Retail Markets

Trend Cards are a useful tool to share with the Steering Committee and the community to help put Leavenworth in context in terms of global, national and regional trends. By exploring emerging trends and sharing this information with the community, we can develop a community-based Comprehensive Plan to ensure that Leavenworth is well-positioned to support stable, cohesive, high-quality development that fits the community's character well into the future.



Example Trend Cards from Olathe

Steering Committee Meeting #2: The Steering Committee will meet to:

- Assess trends and discuss their potential impacts
- Provide innovative ideas to address future trends in land use & community development
- Provide insight into issues & opportunities



Steering Committee Meeting

Elected Officials & City Staff Workshop #1: It is imperative to the process that elected officials and City staff are on the same page before we take this planning process to the public. We will plan and facilitate a joint workshop to:

- Review existing data and emerging trends
- Provide input into the vision and opportunities for key areas
- Participate in an exercise to inform a matrix of key recommendations

Targeted Stakeholder Interviews: We will ask key stakeholders to provide input and feedback throughout the process during formal interviews.

Targeted Stakeholder Questionnaires: Before the stakeholder interviews, the Current Snapshot and Trend Cards above will be distributed to potential participants along with a pre-interview electronic questionnaire. The information gathered in the questionnaire will set the stage for the stakeholder interview discussions. We will continue to use this questionnaire with the interview follow-up to gain an understanding of preferences and build consensus in the community for the various elements and recommendations of the plan.

Project Approach

PHASE THREE: Creating Consensus



We will work closely with City staff to engage the community to develop a shared vision. We will work closely with City staff, elected officials, and the Steering Committee to develop goals and objectives to achieve that vision.

Digital Engagement: Our team will utilize an interactive digital platform to gather feedback throughout the process. The information and questions posted on the platform will correspond with other input methods, so the type of feedback we receive is comparable.

Surveying Preferences: To develop a better understanding of desired policies and land use regulations, we will use visuals to scan preferences throughout the process. This approach allows community members a convenient way to participate in the planning process online and in-person. Stakeholders will be encouraged to complete the survey online, and the link will be shared on the project webpage and integrated into the digital engagement platform.

Community Visioning Workshop: A community visioning workshop will be held to present information about what kind of community Leavenworth is now and what it could be. The Current Snapshot and Trend Cards will be shared at this meeting. Discussions will focus on distinct elements of the Comprehensive Plan and designed to develop the community vision and build consensus on future growth and redevelopment scenarios. Workshop participants will discuss challenges and opportunities, prioritize issues, and develop long-range strategies which will ultimately shape the planning framework.

Community workshops will be interactive and hands-on to help people better understand the issues and provide more comprehensive feedback. Activities and tools include best practices case studies, walking tours, clicker polling, visualizations, graphic facilitation, and mapping exercises. Many of the engagement methods in phase three will occur in close coordination with the community workshops, enabling a wide range of citizen involvement and collaboration.

Most stakeholders that attend a community workshop are those with a strong interest in the project who don't face barriers to attending (i.e. time, children, language, etc.). We design community workshops to eliminate as many barriers to participation as possible by providing refreshments, formatting meetings to be family-friendly, designing creative engagement tools, and offering multiple ways to provide feedback. Not only that, our promotion of community workshops will use traditional and non-traditional methods and media outlets.

Steering Committee Meeting #3: The Steering Committee will meet to:

- Review community input to-date
- Develop a vision statement
- Draft the plan framework



Interactive Community Workshop

Project Approach

PHASE FOUR: Crafting the Plan



We will work closely with City staff, elected officials, and the Steering Committee to build consensus in the community around a shared vision and future direction of land use in Leavenworth. We will codify the community's vision into a Comprehensive Plan with tangible goals, objectives, action steps and land use policies.

Elected Officials & City Staff Workshop #2:

We will hold a joint workshop with elected officials and City staff to develop consensus around land use for the community and proposed policies and strategies that are representative of the community's vision and aspirations. Participants will discuss scenarios, identify cross-cutting issues between those scenarios and define how Leavenworth can be a future-ready community. A future-ready community is one that is conscious of what is happening and what may happen and has identified strategies and policies to adapt to whatever future unfolds. It is also a community who makes conscious choices to shape their future – acting together in unison in a strategic way to achieve their vision. This process will require alignment with existing land use policies and integration with other planning efforts. We will work with elected officials and City staff to bring them to consensus on future direction and provide a high-level approach for implementing the Comprehensive Plan. This is imperative as the elected officials will ultimately be called upon to support the Comprehensive Plan's implementation.



Elected Officials Workshop

Steering Committee Meeting #4: We will work with the Steering Committee to incorporate the details into the planning framework by describing the objectives, land use policies, and implementation strategies that will move Leavenworth in the direction of the vision. The framework will include measures to help the community understand whether they are achieving the objectives defined in the plan.

Market Analysis & Economic Development Policies:

To better understand future opportunities and potential, we recommend a Market Analysis be conducted for both commercial and residential development. Bob Lewis will bring his 45 years of experience as an urban economist to this task. He will provide a community and regional market analysis of uses that provide economic vitality while preserving the community's unique character as it grows. The analysis will include developable land, potential infill sites, potential redevelopment sites, best uses, and recommended development densities with broad stakeholder support. The focus of this work is to set realistic goals and economic development policies based in market-realities today and into the future.

Draft Comprehensive Plan Development:

Utilizing input gathered from the community, Steering Committee, elected officials, & City staff, we will develop the draft Comprehensive Plan recommendations and policies. The Comprehensive Plan will include policies, goals, objectives, and action steps to guide future development and land use decisions. The Comprehensive Plan will provide a framework for the City to be adaptable to disruptive technologies and support the community's long-term vision. The plan will build upon the prior Comprehensive Plan and will be integrated with other planning efforts.

Project Approach

PHASE FIVE: Adopting the Plan



We will work closely with City staff, elected officials, and the community to finalize the plan for adoption. We will present the final plan to the Planning Commission and deliver the final work product.

Present Draft Comprehensive Plan to City Commission and Planning Commission:

Our team will present the draft plan to the City Commission in a worksession. We will also present to the Planning Commission. Based on the feedback received, the Comprehensive Plan will be updated.


Plan Reveal: A final community event will be held to reveal the draft Comprehensive Plan to the public. The event will provide an overview of the community's vision for future development and redevelopment, showcase how community aspirations helped to shape the plan, gather feedback on the draft plan, and build community support for adoption and implementation. The reveal will also occur online and allow for feedback.

Adoption Presentation to Planning Commission: As required per the City's adoption process, we will make a final presentation to the Planning Commission for plan adoption.

Final Comprehensive Plan Delivery: Using the feedback received at the Plan Reveal, we will work closely with City staff, the Mayor, City Commissioners, Planning Commission, and the Steering Committee to revise and finalize the final Comprehensive Plan. We will create an accessible web-based plan with intuitive, user-friendly navigation. The final plan will be graphically appealing, utilizing infographics, photos, and clean design elements. The document will be written to convey recommendations and policies in a manner easily understood by planning and development professionals, elected officials, and City staff. We will create a video summary of the plan, and a Dashboard to host Performance Indicators charting implementation progress.



Example Planning Document from Independence

PROJECT LAUNCH	DISCOVERY	ENGAGE	PLAN	ADOPT & IMPLEMENT
 <p>PHASE ONE: Let's Get on the Same Page</p>	 <p>PHASE TWO: Developing the Story of Leavenworth</p>	 <p>PHASE THREE: Creating Consensus</p>	 <p>PHASE FOUR: Crafting the Plan</p>	 <p>PHASE FIVE: Adopting the Plan</p>
DELIVERABLES	DELIVERABLES	DELIVERABLES	DELIVERABLES	DELIVERABLES
<ul style="list-style-type: none"> • Project Management Plan • Public Engagement Plan • Communications Plan • Steering Committee Meeting Invitation, Agenda, Materials, & Summary • Website Content 	<ul style="list-style-type: none"> • Existing Plans Review Document • Mapping Protocol, Land Use Map, Base Maps, & Layers • Current Snapshot & Trend Cards • Steering Committee Meeting Invitation, Agenda, Materials, & Summary • Elected Officials & City Staff Workshop Invitation, Agenda, Materials, & Summary • Stakeholder Interview Questionnaire & Summary 	<ul style="list-style-type: none"> • Digital Engagement Platform • Online Preference Survey • Community Visioning Workshop Invitation, Agenda, Materials, & Summary • Steering Committee Meeting Invitation, Agenda, Materials, & Summary 	<ul style="list-style-type: none"> • Elected Officials & City Staff Workshop Invitation, Agenda, Materials, & Summary • Steering Committee Meeting Invitation, Agenda, Materials, & Summary • Market Analysis & Economic Development Policies • Draft Comprehensive Plan 	<ul style="list-style-type: none"> • City Commission & Planning Commission Presentation & Materials • Plan Reveal Invitation, Agenda, Materials, & Summary • Planning Commission Final Presentation • Final Comprehensive Plan (document & web-ready)
December 2019 - January 2020	December 2020 - May 2020	March 2020 - August 2020	August 2020 - October 2020	November 2020 - December 2020

Project Experience



CITY OF INDEPENDENCE, MISSOURI

IMAGINE INDEPENDENCE COMPREHENSIVE PLAN

Delivered On-Time & On-Budget

Reference: Tom Scannell, Community Development Director, City of Independence | tscannell@indepmo.org | (816) 325-7830



Shockey Consulting developed a Comprehensive Plan update for the City of Independence to identify the community's vision, values, and priorities for the future. The City of Independence adopted the plan in April 2018, the first update since 1993. Shockey updated the City of Independence's Comprehensive Plan by taking into account feedback and input received from the residents and stakeholders of the community.

Shockey developed the plan's branding, and managed the public engagement activities in concert with the technical work. During the community engagement process, a variety of engagement methods were used, including the formation of a Steering Committee, creative social media strategies, a community-wide survey, pop-up events, public meetings, an interactive website, online engagement, an informational video, project factsheets, a "Meeting-in-a-Box" activity, and in-person neighborhood and community organization meetings across the city. **The Missouri Chapter of the American Planning Association recognized Imagine Independence 2040 - A Community Vision as the Outstanding Public Outreach Project of the Year for 2017.**

The Steering Committee, a nine-member committee appointed by Council, met various times to provide input into community activities, identify issues and opportunities, refine information through an iterative process, and review and modify the draft plan.

The final document, *Imagine Independence 2040 - A Community Vision*, is a result of this process. The Plan is split into five topics:

- Business & Jobs
- Neighborhoods & Housing
- Community Identity
- Public Facilities
- Land Use

The final plan can be found here: [CLICK HERE](#)

"You all have been an incredible partner. All of us at the City are blown away by the extraordinary effort you all have provided in completing the comp plan with the departure of our city planner. This is above and beyond, and I personally could not be more grateful."

- Zachary Walker, City Manager, Independence



 COMMUNITY EVENTS 7	 PUBLIC MEETING 100+ ATTENDEES	1150 RESPONDENTS COMMUNITY SURVEY
11 STEERING COMMITTEE MEETINGS		

Project Experience



CITY OF HUTCHINSON, KANSAS

IMAGINE HUTCH 2037

Delivered On-Time & On-Budget

Reference: Jana McCarron, Director of Planning & Development

City of Hutchinson, janam@hutchgov.com, (620) 694-2681

In 2017, the City of Hutchinson, Kansas updated the community's 2005 Comprehensive Plan, taking into account feedback and input received from the citizens, residents, and stakeholders of the community. Shockey Consulting managed the community engagement process for *Imagine Hutch 2037 – Designing Our Future*. **The Vision Plan is the winner of the Kansas Chapter of the American Planning Association's 2017 Pioneer Award.** This award was given in recognition of Hutchinson's demonstrated creativity and innovation in using planning to help a community solve important problems in the community.

City staff members completed the plan internally; however, Shockey assisted with the public engagement activities in concert with the technical work. Public engagement activities included stakeholder interviews with approximately 30 key stakeholders, two public meetings with nearly 200 participants, the development of a "meeting in a box" outreach tool, a community survey with 1,300 respondents, and a plan website. Shockey also designed the plan's logo and formatted the final plan. The plan includes sustainable strategies that will be implemented due to strong public support developed during the community engagement process.

The final plan can be found here: [CLICK HERE](#)



"We would like to thank you for your team's hard work in helping us to complete the public engagement component of Hutchinson's Comprehensive Plan.

Our public engagement process went so smoothly and was a huge success due in large part to the meeting-in-a-box toolkit you provided us early on in the process, as well as your work setting up and facilitating our main public engagement meeting.

With your assistance, we were able to engage a broad group of Hutchinson's citizens and better understand the community's common goals for the future.

The plan document template, poster designs, invitations, and other publications you developed for us were very attractive and well done. We are most pleased with the work you provided."

**- Casey Jones,
AICP, CFM
Senior Planner,
Hutchinson**



Project Experience



CITY OF NORFOLK, NEBRASKA

ONE NORFOLK MOVING FORWARD COMPREHENSIVE PLAN

Reference: Valerie Grimes, City Planner

City of Norfolk, vgrimes@ci.norfolk.ne.us, (402) 844-2036

dPlanit recently completed a Comprehensive Plan for the City of Norfolk, Nebraska. As a hub for educational, medical, industrial, and recreational activity in northeast Nebraska, Norfolk has a variety of assets and strengths that set it apart from other similar communities. A major emphasis of this planning effort was to allow citizens the opportunity to re-discover those assets and strengths, as well as explore the areas where these assets overlap. *One Norfolk Moving Forward* embraces the principle of working together as a community in an intentional and strategic manner.

Four key goal areas drive the vision of this plan:

- **Abundant Economic Opportunity:** focused upon the creation / retention of jobs and businesses, as well as workforce development and support
- **Outstanding Quality of Life:** focused upon enhancing daily living through diverse offerings, activities, and events
- **Extraordinary Service Provision:** focused on the delivery of efficient and reliable basic / essential services
- **Strategic Physical Growth and Development:** focused upon creating vibrant and sustainable places



These goal areas serve as the umbrella for community wide actions and strategies, as well as specific physical development goals and guidelines for thirteen identified development areas in Norfolk.

The final plan can be found here: [CLICK HERE](#)

ATTACHMENTS

Affirmative Action Letter



October 7, 2019

Sheila Shockey
President
Shockey Consulting Services
12351 W 96th Terrace, Suite 107
Lenexa, KS 66215

RE: Affirmative Action Program

Dear Ms. Shockey,

Thank you for the information regarding your company's Affirmative Action program. I am pleased to verify compliance with the City of Leavenworth's requirements for bidding on projects under \$100,000. Your plan will expire July 1, 2020.

When submitting future bids on City projects, please attach a copy of this letter to satisfy the Affirmative Action requirements. The filed plan can be verified with this office.

It is your responsibility to update the annual plan as necessary, submit a new plan next year, and provide any reports that may be requested during the life of a contract with the City.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Paul Kramer".

Paul Kramer
City Manager

100 N. 5th Street • Leavenworth, Kansas 66048-1970 • (913) 682-9201
www.lvks.org

ATTACHMENTS

Non-Collusion Affidavit

NON- COLLUSION AFFIDAVIT

The undersigned bidder or agent, being duly sworn on oath, say that he/she has not, nor has any other member, representative, or agent of the firm company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone such letting nor to prevent any person from bidding nor to include anyone to refrain for bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He/ She further says that no person or persons, firms or corporation has; have to will receive directly, any rebate, fee gift, commission or thing of value on account of such of sale.

OATH AND AFFIRMATION

I HEREBY AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FACTS AND INFORMATION CONTAINED IN THE FOREGOING BID FOR PUBLIC WORKS ARE TRUE AND CORRECT.

Dated this 7th day of October, 2019

Shockey Consulting Services, Inc.
(Name of Organization)

President
(Title of person signing)

[Signature]
(Signature)

ACKNOWLEDGEMENT

STATE OF Kansas)

)SS

COUNTY OF Johnson)

Before me, a Notary Public, personally appeared the above name and swore that the statements contained in the foregoing document are true and correct.

Subscribed and sworn to me this 7th day of October, 2019.

[Signature]
Notary Public Signature

My Commission Expires: 8/8/20



SANDRA KELLY
NOTARY PUBLIC - State of Kansas
My Appointment Expires
8/8/20

ATTACHMENTS

Standard Terms and Conditions

**Standard Terms and Conditions
Leavenworth, Kansas**

1. **Scope:** The following terms and conditions will prevail unless otherwise modified by the City of Leavenworth within this RFQ document. The City of Leavenworth reserves the right to reject any proposal which takes exception to these terms and conditions.
2. **Definitions As Used Herein:**
 - a. The term "proposal request" means a solicitation of a formal sealed proposal.
 - b. The term "proposal" means the price offered by the proposer.
 - c. The term "proposer" means the offerer or vendor.
 - d. The term "City" means the City of Leavenworth, Kansas.
 - e. The term "City Commission" means the governing body of the City of Leavenworth, Kansas.

3. **Completing Proposal:** Proposals must be submitted format provided in this proposal document. All information must be legible. Any and all corrections and/or erasures must be initialed. An authorized proposer must sign each proposal sheet and all required information must be provided.
4. **Confidentiality of Proposal Information:** Each proposal must be sealed to provide confidentiality of the proposal information prior to the proposal due date and time. Supporting documents and/or descriptive literature may be submitted with the proposal or in a separate envelope marked "Literature for Proposal (Number)." Do not include proposal prices on literature.

All proposals and supporting proposal documents become public information after the proposal opening and are available for inspection by the general public in accordance with the Kansas Open Records Act.

5. **Accuracy of Proposal:** Each proposal is made part of the public record of the City. Therefore, it is necessary that any and all information presented is accurate and will be that by which the proposer will complete the contract. If there is a discrepancy between the unit price and the extended total, the unit price will prevail.
6. **Submission of Proposal:** Proposals are to be sealed and submitted to the City Hall Purchasing Office, Attn: Stephanie Alexander, 100 North 5th Street, Leavenworth, Kansas 66048, prior to the date and time indicated on the cover sheet. ***ALL proposals must be received sealed and marked with the following:

"SEALED PROPOSAL FOR (ITEM DESCRIPTION AND PROPOSAL #)

7. **Addenda:** All changes in connection with this proposal will be issued by the Purchasing Office in the form of a written addendum. Signed acknowledgment of receipt of each addendum must be submitted with the proposal.
8. **Late Proposals and Modification or Withdrawal:** Proposals received after the deadline designated in this proposal document will not be considered and will be returned unopened.

Proposals may be withdrawn or modified prior to the proposal due date and time. All such transactions must be submitted in writing and received by the Purchasing Office prior to the proposal due date and time.

9. **Proposals Binding:** All proposals submitted will be binding upon the proposer if accepted by the City within sixty (60) calendar days after the proposal due date and time.



**Standard Terms and Conditions
Leavenworth, Kansas**

10. **Equivalent Proposals:** When brand or trade names are used in this proposal invitation, it is for the purpose of item identification and to establish standards for quality, style and features. A proposal on equivalent items of substantially the same quality; style and features are invited unless items are marked "No Substitute." Equivalent proposals must be accompanied by descriptive literature and/or specifications to receive consideration. Demonstrations and/or samples may be required and will be supplied at no cost to the City.
11. **New Materials, Supplies or Equipment:** Unless otherwise specified, all materials, supplies or equipment offered by a proposer will be new, unused, of recent manufacture, first class in every respect, and suitable for their intended purpose. All equipment will be assembled, fully serviced and ready for operation when delivered.
12. **Warranty:** Supplies or services furnished as a result of this proposal will be covered by the most favorable commercial warranties, expressed or implied, that the proposer and/or manufacturer gives to any customer. The rights and remedies provided herein are in addition to and do not limit any rights afforded to the City by any other clause of this proposal. The City reserves the right to request from proposers a separate manufacturer certification of all statements made in the proposal.
13. **Method of Award and Notification:** Proposals will be analyzed and the award made to the lowest and best, responsive and responsible proposer(s) whose proposal conforms to the specifications and whose proposal is considered to be the best value in the opinion of the City.

The City reserves the right to reject any or all proposals and any part of a proposal; to waive informalities, technical defects and minor irregularities in proposals received; and to award the proposal on an item by item basis, by specified groups of items or to consider proposals submitted on an "all or nothing" basis if the proposal is clearly designated as such or when it is determined to be in the best interest of the City.

The signed proposal will be considered an offer on the part of the proposer; such offer will be deemed accepted upon the issuance by the City of a purchase order or other contractual document.

14. **Preference to Vendors Domiciled within City Limits:** When the City of Leavenworth solicits quotations or proposals for the purchase of goods or services; it is common to receive responses from vendors domiciled both within and outside the Leavenworth City limits.

In such circumstances, if the low quotation or proposal is submitted by a vendor domiciled outside the Leavenworth City limits, then the vendor domiciled within the Leavenworth City limits may nevertheless be deemed the preferred vendor and awarded the contract, provided that:

- the goods or services quoted or proposal by the vendor domiciled within the Leavenworth City limits meets the specifications of the procurement;
- the amount of the quotation or proposal of the vendor domiciled within the Leavenworth City limits is not more than 1% greater than the amount of the low quotation or proposal; and
- the vendor domiciled within the Leavenworth City limits agrees to meet the low quotation or proposal by filing a written agreement to that effect within 72 hours after receiving notification of being deemed the preferred vendor.



**Standard Terms and Conditions
Leavenworth, Kansas**

This section will not apply to the procurement of goods or services that relate to public improvements governed by K.S.A. 10-1-37.

For the purpose of this section, "vendor domiciled within the Leavenworth City limits" is defined as a vendor who:

- maintains a permanent place of business within the Leavenworth City limits, and
- has a valid State sales tax registration certificate.

15. **Delivery Terms:** All deliveries will be F.O.B. Destination and all freight charges will be included in the proposal price.
16. **Damaged and/or Late Shipments:** The City has no obligation to accept damaged shipments and reserves the right to return, at the vendor's expense, damaged merchandise even though the damage was not apparent or discovered until after receipt of the items. The vendor is responsible to notify the City Purchasing Office of any late or delayed shipments. The City reserves the right to cancel all or any part of an order if the shipment is not made as promised.
17. **Credit Terms:** Proposer will indicate all discounts for full and/or prompt payment. Discounts will be considered as a cost factor in the determination of award, except discounts offered for payment within less than ten (10) calendar days. Discounts offered will be computed from date of receipt of correct invoice or receipt and acceptance of products, whichever is later.
18. **Seller's Invoice:** Invoices will be prepared and submitted to the address shown on the purchase order. Separate invoices are required for each purchase order. Invoices will contain the following information: purchase order number, contract number (if applicable), item number, description of supplies or services, sizes, unit of measure, quantity, unit price and extended totals.
19. **Tax-Exempts:** The City and its departments are exempt from state and local sales taxes. Situs of all transactions under the order(s) that will be derived from this proposal request will be deemed to have been accomplished within the State of Kansas.
20. **Safety:** All practices, materials, supplies, and equipment will comply with the Federal Occupational Safety and Health Act, as well as any pertinent federal, state, and/or local safety or environmental codes.
21. **Disclaimer of Liability:** The City, or any of its departments, will not hold harmless or indemnify any proposer for any liability whatsoever.
22. **Hold Harmless:** The contractor agrees to protect, defend, indemnify and hold the City Commission, its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind and character in connection with or arising directly or indirectly out of the error, omission or negligent act of the contractor. Without limiting the generality of the foregoing, and all such claims, etc., relating to the personal injury, infringement of any



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patent, trademark, copyright (or application for any thereof) or of any other tangible or intangible personal or property right, or actual or alleged violation of any applicable statute, ordinance, administrative order, rule or regulation, or decree of any court, will be included in the indemnity hereunder. The contractor further agrees to investigate, handle, respond to provide defense for and defend any such claims, etc., at his/her sole expense and agrees to bear all other costs and expenses related thereto, even if such claim is groundless, false or fraudulent.

23. **Law Governing:** All contractual agreements will be subject to, governed by, and construed according to the laws of the State of Kansas.
24. **Anti-discrimination Clause:** No proposers on this request will in any way, directly or indirectly, discriminate against any person because of age, race, color, handicap, sex, national origin, or religious creed.
25. **Affirmative Action Letter:** The City requires an Affirmative Action certification letter signed by the City Manager to be included in the bid packet. This can be obtained by contacting the Affirmative Action Officer in the City Manager's office at (913) 680-2604 or at 100 5th St. Leavenworth, Ks 66048.
26. **Non Collusion Affidavit:** The Finance Department now requires a Non-Collusion Affidavit to be submitted with your bid packets. This document will be provided in the bid specifications that are sent out. This form must be filled out and notarized.

