

City of Bryan

RFP #15-026

Comprehensive Plan and Parks Master Plan Update

March 6, 2015



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City of Bryan - Purchasing Department
Attn: Karen Sonley, Purchasing Supervisor
1309 E. Martin Luther King Street
Bryan, Texas 77803

RE: RFQ - City of Bryan Comprehensive Plan and Parks Mater Plan Update

Dear Ms. Sonley,

Freese and Nichols, Inc. (FNI) is pleased to present the following Statement of Qualifications for the Comprehensive Plan and Parks Mater Plan Update for the City of Bryan. We have assembled a project team of highly qualified professionals with the experience and knowledge to provide quality professional services in the development of a new Comprehensive Plan for the City of Bryan. Key strengths our team brings to this project:

- **EXPERIENCED PROFESSIONALS** – FNI brings a team full of experienced and diverse professionals with experience managing similar multi-discipline projects including, full comprehensive plans with complete parks plans. The park plans have been highly regarded as stand-alone documents and will pass Texas Parks and Wildlife requirements. Additionally we have other expertise along with basic planning knowledge to include health and wellness planning, education, and economic development. Health and wellness will be lead by Wendy Shabay, education will be lead by Shad Comeaux, parks and recreation will be lead by Duncan Sims Stoffels, Inc. and economic development will be lead by Pegasus Planning.
- **COMMUNITY VISION AND BUY-IN** – Public input is a vital part of the planning process. Our public involvement program facilitates the development of consensus-based input toward establishing a long-term vision. This crucial input, from civic leaders, key stakeholders and citizens of Bryan, facilitates community buy-in of the plan.
- **LOCAL TRANSPORTATION KNOWLEDGE** – Not only do we know Bryan well from prior work efforts, we also understand the major issues affecting Bryan, some of which are outside your control. For example, High Speed Rail could be a game changer for the Bryan/College Station region. Our FNI team is serving as the Owner's Engineer and has first hand knowledge of the latest alignments. We will help Bryan determine the best way to take advantage of this rail should it move forward. This could amount to a tremendous potential for Bryan and the surrounding regions.

Our team is excited about this opportunity to work with the City of Bryan. I will be the City's main point of contact for the project, so please feel free to contact me if you have any questions about our submittal, and thank you for considering our team.

Sincerely,



Wendy Shabay, AICP, Assoc. AIA
Project Manager
817-735-7259
wendy.shabay@freese.com

TEAM BACKGROUND



Freese and Nichols, Inc. (FNI) was founded in 1894 in Fort Worth as one of the first independent consulting engineering firms in Texas. From those humble beginnings, we have grown to establish offices throughout the state and have developed an accomplished staff all dedicated to the same vision: *Be the firm of choice for clients and employees.*

Legacy of Success for more than 120 Years

FNI is a privately owned, multi-discipline professional consulting firm, offering both urban planning and municipal experience supported by planning, engineering, architecture, environmental science and construction services staff. For 121 years, FNI has built its practice on a strong foundation of client service and a continued commitment to project excellence.

National-Level Planning Capabilities in Your Own Backyard

FNI's award-winning planning team has led more than 150 planning initiatives for cities, both large and small. Our municipal planning services include land use studies, comprehensive plans, ordinance development, strategic planning, economic development, urban design, and implementation plans, and we are ever-increasing our services and capabilities to meet the demands of our growing industry.

Our professional staff members are recognized as leaders in their field, contributing personal experience and knowledge to the planning discipline at national levels. Our 21-person Urban Planning + Design Group includes eight AICP members and one AICP Fellow, Dan Sefko. Project Manager, Wendy Shabay, currently serving as President of the APA Texas Chapter, recently had the opportunity to participate in Planner's Day on Capitol Hill to fight on a national scale for issues affecting local planning projects, such as HUD and transportation funding. It is this passion for planning that FNI consultants inject into every project undertaken, leading to truly life-changing results for the communities that we serve.

Additionally, we have earned a reputation as one of the leading planning firms in Texas, offering visionary ideas with practical solutions. We are skilled in conducting visioning exercises in communities to facilitate stakeholder and citizen participation.

Our extensive comprehensive planning experience enables FNI to bring proven solutions to the table during the comprehensive planning process. That experience, and repeat hiring by clients, is a testament to FNI's ability to reach out to the public, receive input, direct the various phases of the process and create a comprehensive plan, parks and recreation master plan, trails master plan and corridor revitalization plan that is visionary, implementable and unique to Bryan.



Freese and Nichols, Inc.

A continuing commitment to project excellence and quality client service since 1894.

16 Offices in Texas to Serve You

- Fort Worth (headquarters)
- Austin
- Corpus Christi
- Dallas
- Decatur
- Denton
- El Paso
- Frisco
- Houston
- Lubbock
- Midland
- Pearland
- Richardson
- San Antonio
- San Marcos
- Tyler

Trusted Advisors

Our goal is to guide the City step-by-step through the planning process as an extension of your staff. We are trusted advisors to our clients throughout the planning, infrastructure, funding, capital projects, codes, ordinances and approval phases. We provide full services to assist our clients not only through one particular project, but work hard to maintain relationships and to provide support through implementation.

Consensus-Building Success through Focus on the Customer

We understand that consensus-building and community inclusion is of utmost importance to this comprehensive plan and additional plans. We bring a wealth of experience in public involvement, education and outreach from a variety of perspectives. Our planners are among the best at involving and building consensus among citizens, business owners, developers, landowners, residents, adjoining jurisdictions, City staff, the Planning and Zoning Commission (P&Z) and the City Council. Together, the FNI team has decades of experience in effectively leading charrettes, interactive workshops and other public involvement vehicles to build consensus for municipal planning projects. Regardless of what method Bryan favors to involve the public, the FNI team can implement it. We believe the success of this project will depend on a diverse range of meeting types and increased levels of engagement.

Municipal Urban Planning Clients

FNI's urban planning experience includes work for the following clients, including multiple comprehensive and related plans for municipalities ranging in size from small, rural towns to large, heavily urbanized cities. All clients are located in Texas unless noted.

A

- Abilene
- Aledo
- Andrews
- Angleton
- Argyle
- Arlington
- Athens

B

- Bartonville
- Bastrop
- Beaumont
- Bee Cave
- Bellmead
- Big Spring
- Brady
- Brownfield
- Brownwood
- Buda
- Burkburnett
- Burleson

C

- Canton
- Carrollton
- Cedar Hill
- Cedar Park
- Celina
- Center
- Cockrell Hill
- Coppell
- Copper Canyon

- Copperas Cove
- Corinth
- Crandall

D

- Dallas
- Decatur
- Denison
- Denton
- DeSoto

E

- Edmond, OK
- El Paso
- Ennis

F

- Fairfield
- Farmers Branch
- Forney
- Fort Stockton
- Fort Worth
- Fredericksburg
- Friendswood
- Frisco

G

- Garland
- Glen Rose
- Glenn Heights
- Gonzales
- Grand Prairie
- Granite Shoals
- Greenville

H

- Haslet
- Heath
- Hewitt
- Highland Park
- Highland Village
- Hillsboro
- Hudson Oaks
- Hutchins

I

- Irving

J

- Jersey Village

K

- Kaufman
- Keller

L

- Lakewood Village
- Lampasas
- Lancaster
- Leander
- Levelland
- Lewisville
- Little Elm
- Live Oak
- Llano
- Lockhart
- Longview
- Lufkin

M

- Marble Falls
- McKinney
- Melissa
- Mesquite
- Mexia
- Midland
- Midlothian
- Midwest City, OK
- Mount Vernon
- Murphy

N

- Nacogdoches
- New Braunfels
- Norman, OK
- North Richland Hills

O

- Odessa

P

- Pearland
- Plano
- Port Aransas
- Portland
- Prosper

R

- Red Oak
- Reno
- Richardson
- Richland Hills
- Rockport

- Rockwall
- Round Rock
- Rowlett

S

- Salado
- San Marcos
- Seabrook
- Seagoville
- Sealy
- Shenandoah
- Stafford
- Sunnyvale

T

- Terrell
- Texas City
- Tomball
- Tyler

U

- Uvalde
- University Park

V

- Van Alstyne

W

- Waco
- Waxahachie
- Weatherford
- Wichita Falls
- Wolfforth
- Woodway

FNI Planning Awards and Recognition

FNI routinely receives awards and recognition from various professional groups and publications for our innovative planning services. Although we are dedicated to excellence in every project, we are honored to receive recognition from time to time for some of the higher-profile projects we undertake. We are also pleased to share recognition and awards with the municipalities and institutions with which we work, since our clients’ participation and enthusiasm in the planning process is vital to the project’s long-term success.

	2014	COMPREHENSIVE PLANNING AWARD Lewisville Vision 2025 City of Lewisville	 Texas Chapter
	2014	COMPREHENSIVE PLANNING AWARD “Path to the Future” Consolidated Vision and Plan City of Weatherford	 Texas Chapter
	2013	PROJECT PLANNING AWARD Division Street Master Plan City of Arlington	 Texas Chapter
	2013	PROJECT PLANNING AWARD Comprehensive Plan City of Hudson Oaks	 Midwest Texas Section
	2012	PROJECT PLANNING AWARD – HONORABLE MENTION Midland Odessa SH 191 Corridor Management Plan MOTOR	 Texas Chapter
	2011	PROJECT PLANNING AWARD Strategic Plan Aledo Economic Development Corporation	 Midwest Texas Section
	2011	CURRENT PLANNING AWARD Zoning Ordinance City of Frisco	 Texas Chapter
	2011	OUTSTANDING CAMPUS MASTER PLAN Campus Master Plan Lamar Institute of Technology	
	2010	PROJECT PLANNING AWARD Comprehensive Plan and SH 174/Wilshire Blvd. Corridor Plan City of Burlleson	 Midwest Texas Section
	2008	CURRENT PLANNING AWARD Subdivision Ordinance City of El Paso	 Texas Chapter
	2008	CURRENT PLANNING AWARD Zoning Ordinance City of Tomball	 Texas Chapter
	2008	PROJECT PLANNING AWARD Urban Villages Master Plans City of Fort Worth	 Texas Chapter and Midwest Texas Section

SUBCONSULTANTS



DUNKIN SIMS STOFFELS, INC. (DSS) - Landscape architectural firm that provides park planning and landscape architectural services to cities in Texas. The firm consists of two principals and three staff members. Our practice is specialized and our firm is capable of providing a wide range of professional landscape design/planning services for municipal clients, including the following:

- » Park design and development
- » Municipal park, recreation, and open space planning
- » Grant applications
- » Detailed site analysis and development studies
- » Landscape architecture design services
- » Special area design and feasibility studies
- » Capital improvement programming

DSS has developed a unique practice specializing in park planning, City parks master plans, site-specific park plans, and grant applications; and work closely with City officials throughout the State of Texas and the Texas Parks and Wildlife Department on a consistent basis. All of the firm's clients and projects are parks and recreation projects for municipalities or public agencies. The firm is experienced in preparing feasibility studies, designs, construction documents and have successfully managed the construction of numerous athletic complexes, and many neighborhood, community and regional parks. DSS has developed a solid reputation in designing these facilities and working with municipalities.



PEGASUS PLANNING AND DEVELOPMENT (PEGASUS) - Established to provide professional services to public and private sector clients. Pegasus has helped hundreds of clients over the last ten years understand market opportunities, create economic development strategies, perform economic impacts analysis, revitalize vacant land or underutilized corridors and downtowns, facilitate strategic directions and achieve visions.

Pegasus focuses on economic development planning, land development, and workforce/business collaborations. Their land development focuses on catalyst projects that promote sustainable, equitable development focused on downtown revitalization. They also perform economic and fiscal impact analysis for development projects and industry strategies, using public data, Implan software, and the development modeling tool Envision Tomorrow. Their clients are cities, counties, universities, community colleges, developers, and economic development organizations. They specialize in the following:

- | | |
|---|--------------------------------|
| » Strategic Planning | » Economic Development |
| » Market Analysis | » Entrepreneurship |
| » Workforce Housing Analysis | » Urban & Regional Planning |
| » Downtown Revitalization | » Land Development |
| » Impact Analysis | » Feasibility Study |
| » Private-Public Partnership Consulting | » Scenario Modeling / Analysis |

WORK PROGRAM

PROJECT UNDERSTANDING

The comprehensive planning process enables the community to pause and reflect on the qualities that make Bryan great and to discuss the direction in which the community wants to go. Bryan's existing comprehensive plan has served the community well. Due to the continued growth and development within Bryan, it is once again time to update the plan with pertinent data, re-examine community issues, identify new factors influencing development and facilitate a public input and engagement process.

While each component of the plan will require updating, we understand that the focus of work will be on ensuring that Bryan is a resilient, vibrant and healthy community with a high quality of life. That will involve focusing on the city's parks and recreation system as well as on education and health. Resilient communities are those that create places where people want to be and create an atmosphere for private investment to take place. A major update to the city's parks, open space and trails plan helps to address this very issue by enhancing the city's overall quality of life. The parks update will also enable Bryan to compete for Texas Parks & Wildlife Department grants and funding.

Health and education are directly tied to the city's economic success. Leveraging the city's educational and healthcare facilities will continue to make Bryan attractive for high-tech and research & development industries, such as those located within the BioCorridor. With the growth of the BioCorridor comes additional development, such as the Atlas master planned community. Outside factors influencing development, such as the rapid growth of the engineering programs at Blinn College/Texas A&M and the potential for a high-speed rail station, may all influence Bryan's growth and development. Examining these issues, among others, will help the community understand potential impacts and be proactive in decision-making.

This is an exciting time for Bryan and Freese and Nichols, Inc. is uniquely qualified to carry this conversation with residents, staff and elected officials. We understand that public input will be a cornerstone to this process and we have the proven experience to assist in this manner. We have a great track record of working with Bryan in the past and we have a team that understands the City.

The following work plan contains our approach to completing this project, including public participation, content areas, process, schedule and cost estimate.

PUBLIC PARTICIPATION & INPUT

The cornerstone to the update of Bryan's comprehensive plan will be the public participation plan. Public participation efforts must be inclusive, creative and energetic. In order to bring the public into the process and keep them involved, we will utilize a variety of input techniques.

CPAC MEETINGS

The Comprehensive Plan Advisory Committee (CPAC) outlined in the RFP has a diverse group of individuals from around the community. This group will provide a great depth of knowledge to the process and will guide plan recommendations. During the 10-month process, we will meet with the CPAC a total of eight times. Due to the size of the CPAC, and in order to maximize their time, the CPAC will likely be divided into sub-committees.



✓ FNI PLANNING SUCCESS STORY

FNI engages citizen and stakeholder participation by pulling from a large tool kit of public engagement techniques. This wide variety of options enable us to customize an outreach approach for each community through which we collect and effectively gauge general public opinion. Public participation tools may involve a project website, online survey, Visual Character Survey (VCS), instant polling devices and the use of Legos® for site planning. Our proven methods have resulted in plans being accepted with overwhelming community support.

CPAC meetings will begin as a group, in order to provide status updates and go over key issues. Sub-committees will then tackle specific issues through a combination of assignments and exercises. Brainstorming exercises conducted with the CPAC will be visual in nature incorporating working maps, polling equipment, Legos and other methods deemed necessary to facilitate productive and interactive meetings.

COMMUNITY EVENTS

We anticipate two community events will be held during this process, but community input will not be limited to only these two events. One community event will be held at the beginning of the process. We believe very strongly that this initial event must be big and exciting. If we are going to expect the public to be excited about this project and stay involved, we need to attract them and retain them. A second community event will be a celebration of the draft plan being prepared and will be an opportunity to hear the community's thoughts on the draft plan.

Instead of doing a traditional public meeting, we want these events to be highly interactive. We don't want citizens to give us their valued time only to sit and listen to a presentation. We want them to leave feeling included, excited and that their voice was heard. Similar to what we have done in other communities, we want the community events to have interactive stations geared towards different issues. We have included concerts and other attractions at the end of our meetings to draw a crowd and provide entertainment. There are a multitude of different ways to make these events attractive and we will collectively determine what is best for Bryan.

MEETING THE PUBLIC WHERE THEY ARE

We don't want this process to be only about the public coming to us. We want to make sure that we are taking steps to meet the public where they are. We would like to set up a comprehensive plan booth at a downtown **First Friday**, at the **Texas Reds Festival** and at the **Red Wasp Film Festival**. This booth will be a chance to engage diverse groups and gather their feedback and thoughts on Bryan's future.

TECHNOLOGY & SOCIAL MEDIA

A comprehensive plan project website will be created by FNI to provide information on the process, a calendar of events and information such as presentations and graphics as they are developed. We will use Facebook and Twitter to keep the public informed of project updates, events and to provide information on the importance of planning, development trends and healthy communities.

FNI will also develop a survey with input from the CPAC that will be hosted from the project website. We will utilize our social media outlets to push the survey out into the community. The survey link may also be distributed to community groups and large employers, if possible, to obtain feedback.

ELECTED OFFICIALS MEETINGS

Keeping public and elected officials involved during the process has always been a priority of ours. We don't want any last-minute surprises and therefore four meetings will be held with public and elected officials during the ten-month process. These will include the Planning & Zoning Commission, Parks & Recreation Advisory Board and/or City Council members.

SCOPE OF WORK

COMMUNITY PROFILE

The community profile provides background information on Bryan including its history, growth patterns, regional location, demographics, physical features and growth constraints. The



Lewisville 2025 Concert Event



Envision Odessa booth at Fiesta West Texas

purpose of the profile is to set a baseline from which informed planning decisions can be made.

FNI has incorporated a community assessment in every one of our comprehensive plans. We will use this experience to portray the historical, physical and demographic data within this section in an understandable and graphically focused way. We will also include past planning efforts conducted by the City, such as the downtown and South College redevelopment plans. Including these efforts will ensure that we build upon the hard work previously completed.

ECONOMY

Similar to how the demographic information provides a baseline for planning decisions, the economic assessment helps to ensure that recommendations within the plan are rooted in current and future market conditions. This will be especially important in order to assess the impact of the BioCorridor, oil and gas drilling and downtown Bryan’s resurgence, among other issues.

Pegasus will be conducting an economic assessment for the project. Pegasus is an expert in performing economic background research and their assessment will detail existing and future economic drivers and market demands by sector. Pegasus will perform a retail assessment to ensure that future land use is reflective of realistic market demands. Finally, Pegasus will assess the impact of the BioCorridor and the economic impacts of continued growth within the education sector.

EDUCATION

There are several educational institutions that directly impact growth, development and quality of life within Bryan. The educational offerings of Blinn College, and the close proximity of nationally respected Texas A&M University, help to make Bryan attractive for research & development due to the highly skilled labor force and educational partnerships available. The ability for Bryan to remain attractive for potential residents and employers will also be directly tied to the success of Bryan Independent School District.

FNI is in preliminary discussions with Blinn College regarding a master plan for their new campus to assist with the anticipated engineering needs resulting in TAMU’s 25 by 25 initiative. FNI has prepared dozens of campus master plans across the state giving us knowledge of the physical and intangible impacts of educational institutions. We will analyze how the growth of Blinn College, Texas A&M and Bryan ISD will impact overall community growth trends. This analysis would include the physical inclusion of educational facilities, where known, as well as their secondary impacts such as economic development and research opportunities. This component will be tied to the economic assessment conducted by Pegasus in order to provide data rooted in research.

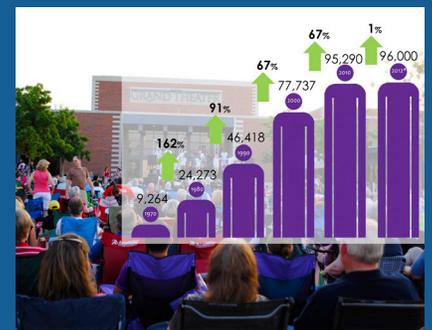
HEALTH & WELLNESS

The primary responsibility of a city is to care for the public health, safety and welfare of its citizens. This component of the plan addresses all three by examining the built environment, City regulations/policies and land uses. We believe that health and wellness from a planning perspective begins with focusing on connectivity/walkability, food systems, sustainability and quality of life.

The American Planning Association launched the healthy communities campaign. As president of the Texas Chapter of the American Planning Association, Wendy Shabay has been intricately involved with helping cities prepare and submit grant

“Everything is Bigger in Texas and Better in Bryan - Live, Work, Visit”

— Excerpt from the Mayor’s State of the City Address



proposals related to health and wellness. This effort will build upon the recently prepared Health and Wellness District Master Plan and will create strategies and actions that will enable Bryan to compete for health and wellness grant funding.

CURRENT AND FUTURE LAND USE

Bryan’s existing land use tells us how the city has grown over time and sets the existing form of the community. The future land use plan blends public input and development trends with the existing physical framework. It provides a vision for how Bryan should grow, develop and redevelop in the future. Finally, the future land use plan encourages private investment by providing orderly, compatible and resilient development.

FNI has extensive experience conducting existing land use assessments and preparing future land use plans. We will take information from staff interviews, focus groups and public input to adjust and update Bryan’s land use plan, where necessary. We will ensure that all land use categories depicted on the future land use map are understandable from a written and visual perspective. The land use section will identify issues, discuss development objectives and provide land use policies. We envision creating two alternative land use scenarios and weighing the pro’s and con’s of each. A final land use scenario will be selected. It may be one of the two draft scenarios or a combination of the two.

TRANSPORTATION

Transportation and land use decisions are directly related. They feed off of and directly impact each other. In addition to influencing the built environment, roadway right-of-way is typically the largest and most visible element of the community. The update of this section will build from the existing thoroughfare plan including recent amendments to the plan adopted by Council.

Edmund (Eddie) Haas will lead the transportation plan update. Eddie will bring his extensive experience in transportation planning to this project. The updates to this section will focus on addressing problematic areas, from a congestion and safety standpoint, and will utilize input received to determine if changes to cross-sections or design guidelines are needed. The update will also consider multimodal options, such as transit, high-speed rail and bicycles.

COMMUNITY APPEARANCE

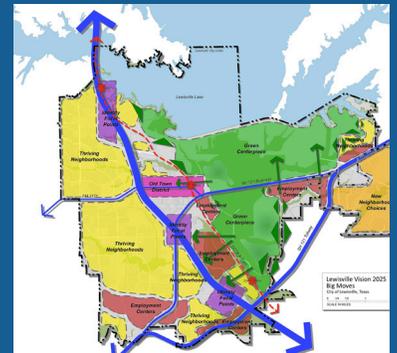
FNI will utilize the input received to update the key issues within the community appearance section. FNI will utilize its graphic capabilities to show “before/after” images pertaining to the identified community appearance issues. These could include enhanced streetscapes and corridors, façade improvements, landscaping enhancements, historic preservation and neighborhood revitalization. The graphics will visually depict recommendations in order to make a more striking and understandable impact.

PARKS, OPEN SPACE AND TRAILS

An update to the 2002 Parks, Open Space and Trails master plan will be a major component of the comprehensive plan. The park section will be utilized as the guiding document for the Parks Department and therefore our work will be a comprehensive analysis with specifics relating to park development within the City, not a general assessment. We will utilize the future and existing population, future land use, and demographics contained within the comprehensive plan for park master plan assumptions, in accordance with the Texas Parks and Wildlife requirements. The parks, open space and trails

WE VISUALLY DISPLAY CONCEPTS

FNI is experienced not only in developing planning concepts and guidelines but also in implementing them through completed, built developments as part of a redevelopment strategy.



LOCAL EXPERIENCE



Wolf Pen Creek Amphitheater - DSS was responsible for Phase I of this project

STATEMENT OF QUALIFICATIONS

COMPREHENSIVE PLAN AND PARKS MASTER PLAN UPDATE



section will address the plan development process, facility standards, demand based, standard based and resource based standards. A priority listing of future park elements, timing, estimated cost and funding sources will also be provided.

Based on our experience, we recommend that the City hold separate public input meetings which specifically address parks and recreation. We can also evaluate other methods of public input with staff, such as surveys, mail-out surveys, user group and stakeholder interviews. With Staff we will analyze each park in Bryan and evaluate its current use to determine any possible renovations, new trends or needs for any specific park.

MUNICIPAL SERVICES & FACILITIES

FNI will assess existing community facilities in Bryan, in particular whether or not services and facilities are meeting the needs of the existing population. Services and facilities will also be assessed on their ability to meet the future population and employment of Bryan, as depicted in the Future Land Use Plan. We understand that the city is currently performing updates to the stormwater, water and wastewater facilities plans and therefore an assessment of these facilities will not be needed as part of the comprehensive planning process.

IMPLEMENTATION PLAN

Bryan's current implementation plan has served the City well. It contains a variety of strategies, responsibilities and actions. We firmly believe that the action plan is the most critical element of the comprehensive plan. A comprehensive plan with no realistic and implementable actions only collects dust on a shelf. Cities have limited resources and we believe that the implementation plan helps to focus efforts and prioritize actions in a way that leverages resources in their most effective manner, consistent with the public's vision.

We envision the following components in order to ensure that Bryan's action plan continues to be effective.

ACTION PLAN

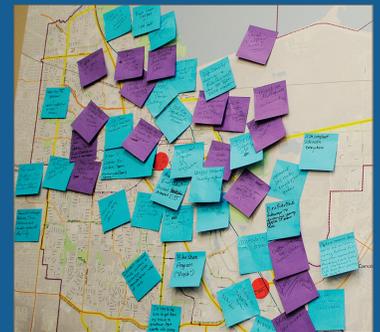
Our comprehensive plans contain organized matrices of actions, responsible parties, time-frames and mechanisms for accomplishing the action. The action plan will be a summary of the recommendations from each plan element and will be prioritized based upon input from the CPAC and the public. The action plan will provide guidance on zoning, subdivision and other development regulations and procedures. The action plan will identify bold steps to help the city begin action. Linda Huff will bring her intricate knowledge of the City to ensure that actions and priorities within the plan are feasible, realistic and effective.

CAPITAL IMPROVEMENT PROGRAM

FNI has assisted the City of Bryan with past CIP prioritization efforts. In order to maximize the effectiveness of this comprehensive planning process, we believe it will be beneficial to prioritize identified CIP projects based upon comprehensive plan objectives. This prioritization will help to guide decision-making and expenditures by providing a connection between projects and the overall community vision.

PLANNING PROCESS

The comprehensive planning process is nothing new for FNI. This is evidenced by our over 100 comprehensive plans throughout Texas. We believe this approach is time-tested and will help to ensure that input is translated into tangible recommendations within the specified ten-month schedule.



FNI earned a 2014 Comprehensive Planning Award from the American Planning Association – Texas Chapter for its work on the Lewisville Vision 2025 plan. A series of charrettes and committee activities were used to generate exceptional community participation, heightening the public support of the final plan and the likelihood of the implementation of the plan's components.

PHASE I - ASSESSMENT

The initial phase of the comprehensive planning process will be the assessment phase. The purpose of the assessment phase will be to gain an understanding of Bryan’s history, background, existing conditions, economics, constraints and issues. The assessment phase will also focus extensively on input from a variety of different sources. We want to create awareness to the plan at the beginning of the process by hitting the ground running through immediate engagement, activity and excitement.

The primary purpose of the assessment phase is to receive input. The input will identify the various issues and opportunities within Bryan and will also help to define the overall community vision. Input received during the assessment phase will serve as the basis for recommendations within each of the plan elements/chapters. Since this phase is input-intensive, it will require a significant number of meetings. Several CPAC meetings and numerous community input meetings will be conducted to receive critical feedback. Additionally, charrettes with key stakeholders and a social media campaign will be launched during this phase.

The assessment phase is intentionally designed to be an intense period of outreach, input and analysis. Some projects include a kick-off meeting at the beginning of the process and then have weeks or months before the next meeting or update. For us, the assessment will be an active period that will make the project highly visible.

PHASE II - RECOMMENDATIONS

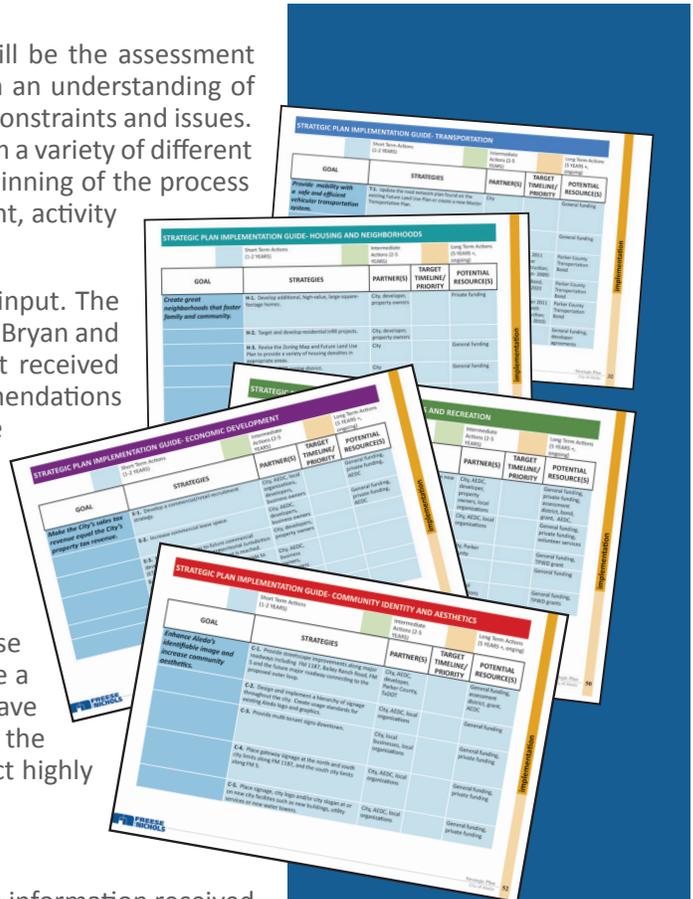
The recommendations stage of the plan will compile all of the information received from the various CPAC meetings, stakeholder meetings, public outreach events, community survey, staff interviews and charrettes. This phase will pull together the draft document containing the various elements outlined previously.

Once the draft document is prepared, it will be distributed to the CPAC and city staff for review. Three CPAC meetings will be conducted to gather input on the comprehensive plan draft and revisions will be made based upon CPAC recommendations. Once CPAC and staff comments have been addressed, the comprehensive plan draft will be put on the project website and an awareness campaign to review the draft plan will be launched. The awareness campaign will culminate with a community event to gather feedback on the draft.

After the community event, the final CPAC meeting will be conducted to discuss public feedback on the plan and to address any changes deemed necessary based upon feedback. Ultimately the CPAC will guide the revision process and will determine when the draft is ready to proceed to the adoption phase.

PHASE III - ADOPTION

Once the final draft plan is completed, the CPAC will recommend the plan for consideration by the Planning and Zoning Commission. FNI will give an overview of the plan and its key recommendations to the Planning and Zoning Commission, through a public hearing, and FNI will address any changes deemed necessary by the group. The Planning and Zoning Commission may then recommend the plan to City Council for its consideration.



FNI understands that implementation is key to the successful development of any planning exercise. We will assist Bryan with building strategies to be implemented incrementally over time, or as funding is available; establishing a prioritization process to review the goals and strategies; and further developing the implementation guide to provide a suggested timeframe and priority in terms of critical, important or beneficial.

STATEMENT OF QUALIFICATIONS

COMPREHENSIVE PLAN AND PARKS MASTER PLAN UPDATE



Our team’s experience will help to ensure that the adoption process is organized and effective. We want to ensure that necessary comments and changes are addressed while also preserving the integrity of the entire planning and input process. We will work with the Planning and Zoning Commission and City Council to ensure that the adopted plan is supported by political and elected officials, city staff, stakeholder groups and the public. Additionally, we will work with city staff to verify the plan is well vetted by the community and stakeholders. While we have outlined a preferred work plan and meeting structure, we remain flexible to craft a process that works best for Bryan



Celebrating Lewisville Plan Adoption

SCHEDULE

We anticipate project completion within ten-months, contingent upon the adoption phase.

BRYAN COMPREHENSIVE PLAN UPDATE										
PHASE AND TASK	MONTH									
	1	2	3	4	5	6	7	8	9	10
PHASE I: COMMUNITY ASSESSMENT										
OPAC #1										
Staff/Stakeholder Interviews										
Community Profile										
Economy										
Parks Reconnaissance										
OPAC #2										
Public or Elected Officials Meeting										
Public Event #1										
Charette										
OPAC #3										
OPAC #4										
Community Survey										
OPAC #5										
Additional Outreach (Festival Booths)										
Public or Elected Officials Meeting										
PHASE II: RECOMMENDATIONS										
Documentation of Plan Elements*										
Plan Draft #1										
Public of Elected Officials Meeting										
OPAC #6										
OPAC #7										
Plan Draft #2										
Public Event #2										
Public or Elected Officials Meeting										
OPAC #8										
Final Draft Plan										
PHASE III: ADOPTION										
Planning and Zoning Commission										
City Council										

* Includes Executive Summary, Community Profile, Economy, Education, Health & Wellness, Current and Future Land Use, Transportation, Community Appearance, Parks, Open Space & Trails, Municipal Services & Facilities, Implementation Plan.

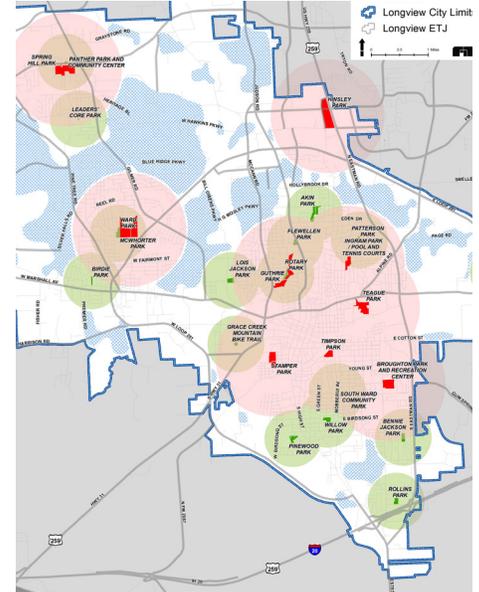
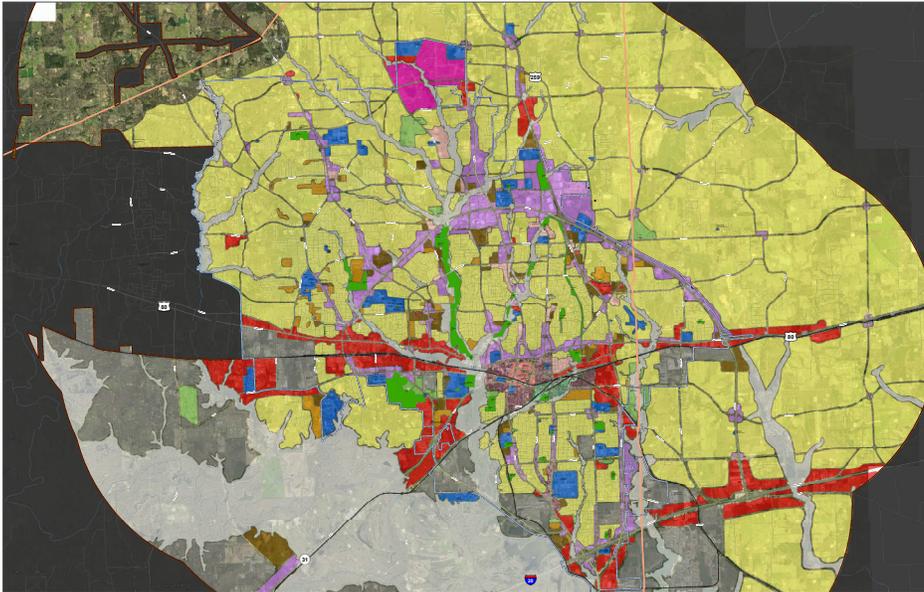
COST PROPOSAL

The FNI team looks forward to finalizing the specific tasks, meetings and deliverables for the City of Bryan Comprehensive Plan and Parks Master Plan Update through negotiation with the City. We understand the specifics of this project depend upon many variables. We can tailor the FNI team’s services to meet the project’s needs and budgets, as necessary. For example, increases in the level of community involvement will directly influence the costs associated with it. We can further refine the project scope and fee with future discussions.

*** Professional organization licensing requirements preclude our inclusion of hours and rates of architects and engineers listed in the proposal. Based on our review of the scope of work listed in the RFP and our experience with urban planning projects of similar scope and effort, we estimate the following fees for each proposed planning task excluding effort from professional engineers and registered landscape architects:**

COMPREHENSIVE PLAN TASK	COST ESTIMATE
Executive Summary	\$3,100
Community Profile	\$4,400
Economy	\$16,200
Education	\$8,700
Health and Wellness	\$8,900
Current and Future Land Use	\$12,500
Transportation	\$7,600
Community Appearance	\$7,700
Parks and Open Space	\$38,400
Municipal Services and Facilities	\$7,600
Implementation Plan	\$17,500
Meetings and Outreach	\$66,900
ESTIMATED TOTAL	\$199,500

PROJECT LIST



COMPREHENSIVE PLAN AND PARKS, RECREATION AND OPEN SPACE PLAN CITY OF LONGVIEW

The City of Longview is nearing completion on a process to develop a Comprehensive Plan. This plan, entitled “The Long View,” will provide a long-range guide to the City for years to come. Goals and objectives were developed to guide the process, and a Comprehensive Plan Advisory Committee (CPAC) was formed and divided into seven sub-committees to address the various components of the plan. The sub-committees helped formulate recommendations and action items that will lead to implementation. FNI has conducted the well-attended public meeting, which garnered more than 700 people in attendance. This long-range plan included recommendations on land use, transportation, parks and public facilities, and incorporated the strategic initiatives from the Longview Economic Development Corporation (LED CO). An important component of this plan was to engage the public, including residents, businesses, stakeholders and community organizations, in order to identify current issues and future opportunities.

A Parks, Recreation and Open Space Plan was prepared in conjunction with the City’s Comprehensive Plan. This park plan specifically addressed many challenges including funding, existing park conditions and an extremely large park acreage level of service gap as identified in the needs assessment. High priority action items include, increasing trails and greenbelt corridor; updates, repairs, and renovations to existing parks; prioritization of existing park master plans; increasing the level of service and parkland acquisitions; increasing park facilities based on needs assessment; and exploring new funding sources. The plan included implementation-focused action items directly related to goals and objectives. A park’s subcommittee was used to guide park and trail recommendation. Additional community input was gathered during multiple public meetings, staff interviews and an online survey.

REFERENCE

Shawn Hara
 300 W. Cotton St.
 Longview, Texas 75606
 903-237-1021
shara@longviewtexas.gov

COMPLETION

March 2015

COST

\$229,000 (including Parks Plan as part of Comprehensive Plan)

TEAM MEMBERS

Dan Sefko
 Cody Richardson
 Wendy Shabay
 Shad Comeaux
 Brandon Gonzalez





COMPREHENSIVE PLAN CITY OF CEDAR PARK

FNI was hired by the City of Cedar Park to develop a new comprehensive plan, replacing the City's 2006 comprehensive plan. The plan addresses Cedar Park's unique needs, such as infill and redevelopment, traffic congestion, employment opportunities and demand for entertainment destinations. Erica Craycraft and Dan Sefko collaborated with City staff, as well as a Comprehensive Plan Advisory Committee, which consisted of representatives from the City Council, the Planning & Zoning Commission, local educational institutions, business owners, residents and other stakeholders. The team also utilized a website, ImagineCedarPark.com, to solicit input from the community, with 5,587 unique users providing opinions and guidance for the plan's recommendations. The 23-month process included four town hall meetings with a combined attendance of more than 300 citizens, nine CPAC meetings, three stakeholder focus group sessions with developers and land owners, and three public hearings with support from City staff.

One major component of this Comprehensive Plan is the "missing places" approach to the Future Land Use Plan. With only about 25 percent of the land remaining vacant, future land use planning is especially critical for Cedar Park. During the public input process, the community consistently identified a demand for a walkable mixed use "downtown" area, an entertainment district, a business or employment center, and an educational campus. These land uses were not prescribed to a particular location; instead, the plan recommends that large vacant tracts incorporate one or more of these use types. This approach creates a Future Land Use Map that allows for changing market conditions and flexibility, while providing clear guidance for the City in reviewing future development proposals.

REFERENCE

Chris Copple
450 Cypress Creek Road
Building 1
Cedar Park, TX 78613
512-401-5066
christopher.copple@cedarparktexas.gov

COMPLETION

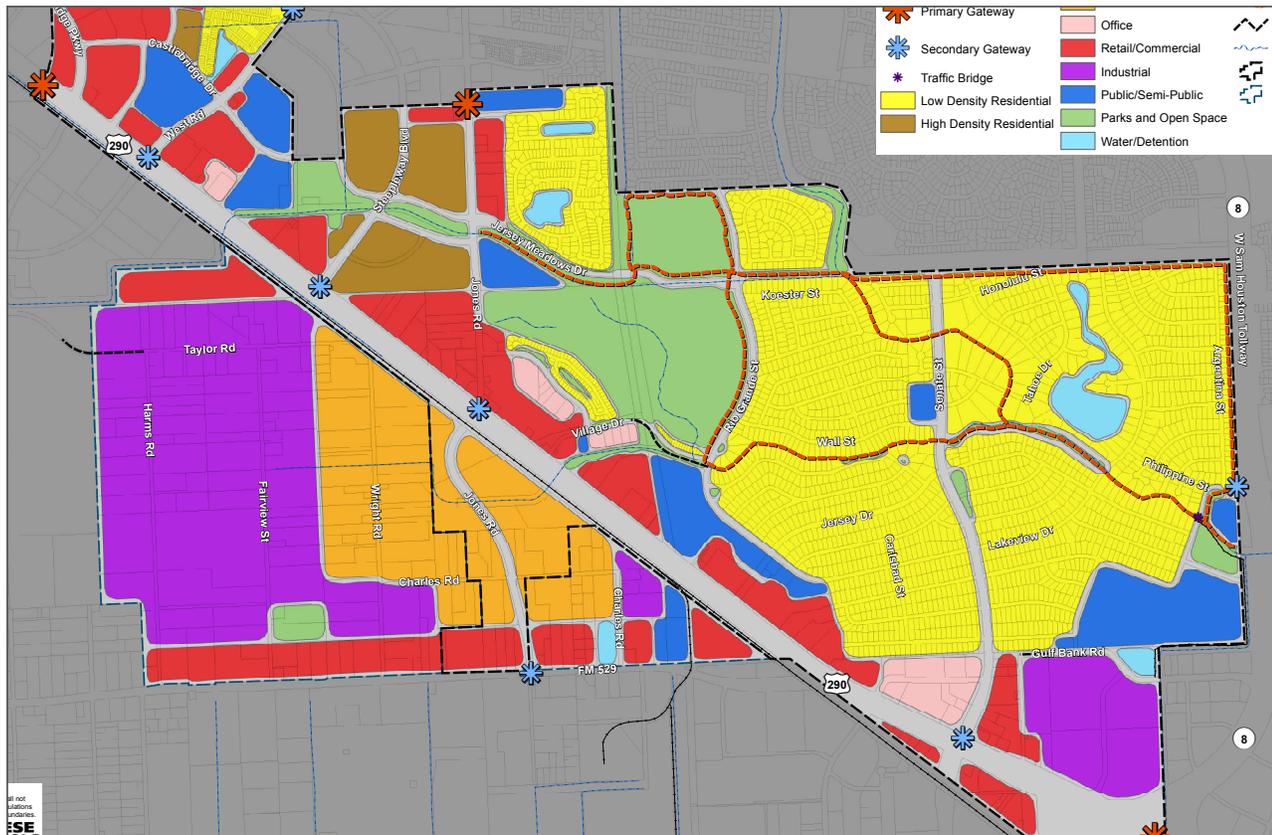
Adopted November 2014

COST

\$128,000

TEAM MEMBERS

Dan Sefko
Eddie Haas
Linda Huff



COMPREHENSIVE PLAN CITY OF JERSEY VILLAGE

It has been 25 years since Jersey Village updated its Comprehensive Plan. With much of the city built-out, the focus of the planning effort has been redevelopment and community identity. Working through a Comprehensive Plan Advisory Committee (CPAC), FNI helped guide the committee through the development of new community goals and strategies, incorporating realistic recommendations. FNI has also teamed with M2L & Associates to address parks and open space. Citizens were engaged early in the process through a community round-table, interactive meetings and online surveys. A visioning session with the City Council initiated the data gathering process. The Comprehensive Plan will also evaluate and update the City's water/wastewater impact fees, and develop a facilities' assessment for public facilities.

REFERENCE

Mike Castro
 16501 Jersey Drive
 Jersey Village, TX 77040
 713-466-2109
mcastro@ci.jersey-village.tx.us

COMPLETION

Summer 2015

COST

\$178,000

TEAM MEMBERS

Shad Comeaux
 Dan Sefko
 Wendy Shabay



“ENVISION ODESSA” COMPREHENSIVE PLAN CITY OF ODESSA

FNI is currently in the process of updating the City of Odessa’s comprehensive plan, Envision Odessa. The oil and gas resurgence in the Permian Basin has brought many new economic opportunities to the region, including new residential, office, commercial and retail growth. The resurgence also brings its own set of challenges, which includes accommodating surface uses while providing legally required access to mineral rights, unregulated industrial growth along corridors, heavy trucking traffic, water to support growth and housing shortages, among others. Envision Odessa will address many of these challenges.

The planning process is also intended to re-examine the City’s vision through extensive public input and define what Odessa desires to become over the next 30 years. Public input is a cornerstone of Envision Odessa. The City is more than 50 percent Hispanic, and therefore a significant effort is being made to reach out to the Hispanic community, including use of Spanish-language websites, flyers, radio advertisements and outreach at Fiesta West Texas, the local Cinco de Mayo celebration.

Envision Odessa will focus heavily on redevelopment and housing infill. Initial input indicates strong support of rebuilding the downtown area and focusing housing strategies inward, rather than outward. Additional planning strategies that are particularly unique to West Texas include utilizing the oil and gas infrastructure that is present within the community as an asset, including utilizing transmission lines or pipeline easements for linear hike and bike trails.

The comprehensive plan process was started in January 2014 and completion is anticipated in Spring 2015.

REFERENCE

Michael Marrero
Assistant City Manager
City of Odessa
P.O. Box 4398
Odessa, Texas 79760
432-335-3286
mmarrero@odessa-tx.gov

COMPLETION

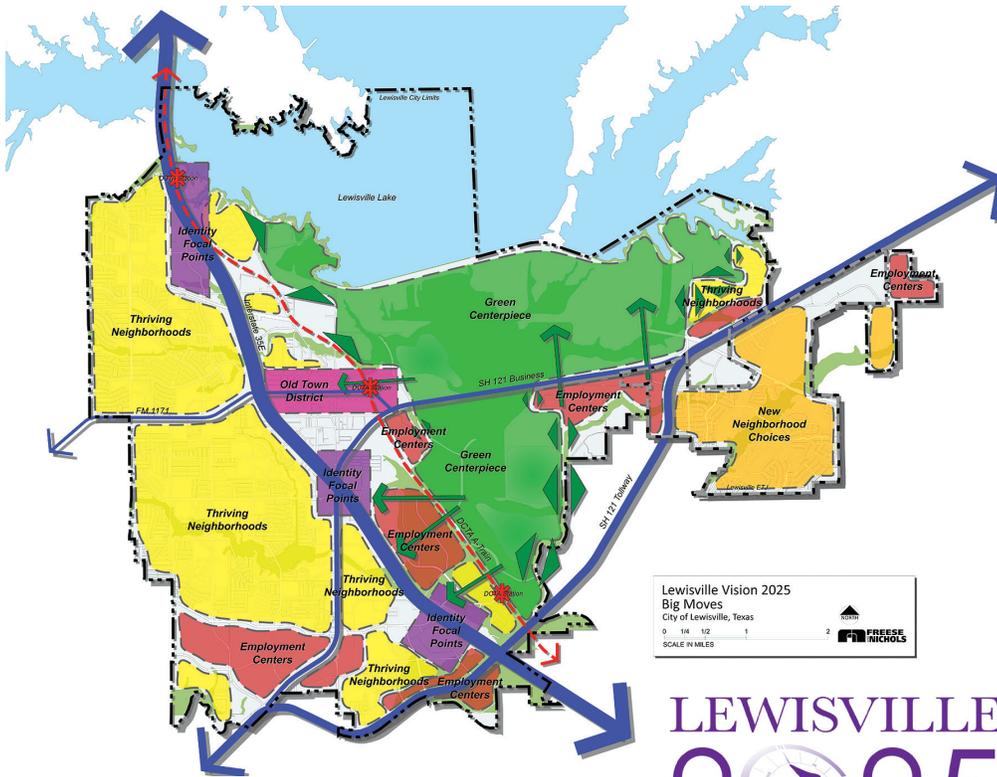
April 2014

COST

\$244,000

TEAM MEMBERS

Brandon Gonzalez
Dan Sefko
Eddie Haas



LEWISVILLE VISION 2025 CITY OF LEWISVILLE



Vision 2025 is a strategic plan with an implementation emphasis to guide the development of the City of Lewisville through the next 10 to 20 years. This planning effort responded to two critical community needs: lack of community vision and outreach to a diverse representation of its citizens. The plan examined realities of existing conditions, the marketplace, demographic implications, areas of growth potential and Dallas-Fort Worth regional trends.

The FNI team conducted a massive public involvement effort throughout the planning process, engaging hundreds of citizens and soliciting thousands of ideas. Through innovative surveys, community workshops, plan committee meetings and multi-day charrettes, ideas were culled to specific action items and priority projects.

Our team developed a “Big Moves” approach to add emphasis to shared recommendations and to communicate common goals more clearly. Big Moves are the elements most likely to be implementable and can give the community the best return on their investment. Lewisville’s Big Moves included nine focus areas, each representing big-ticket items that will likely have the greatest impact for Lewisville by 2025. These nine Big Moves not only define the physical development of the City but also help to increase livability and create an economically vibrant community.

Planning strategies were targeted into four critical topics: connectivity, diversity, resource management and growth. Recommendations helped to balance expectations from multiple existing plans, including Lewisville’s parks-and-trails master plans, Old Town development, commuter rail and transit-oriented development, and the IH 35 expansion and branding plans.



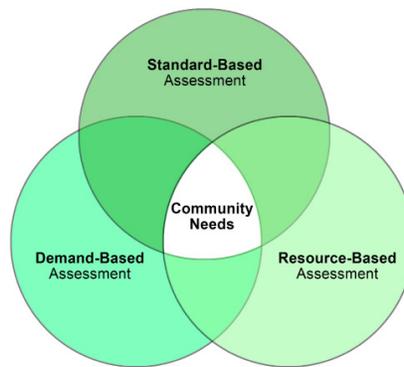
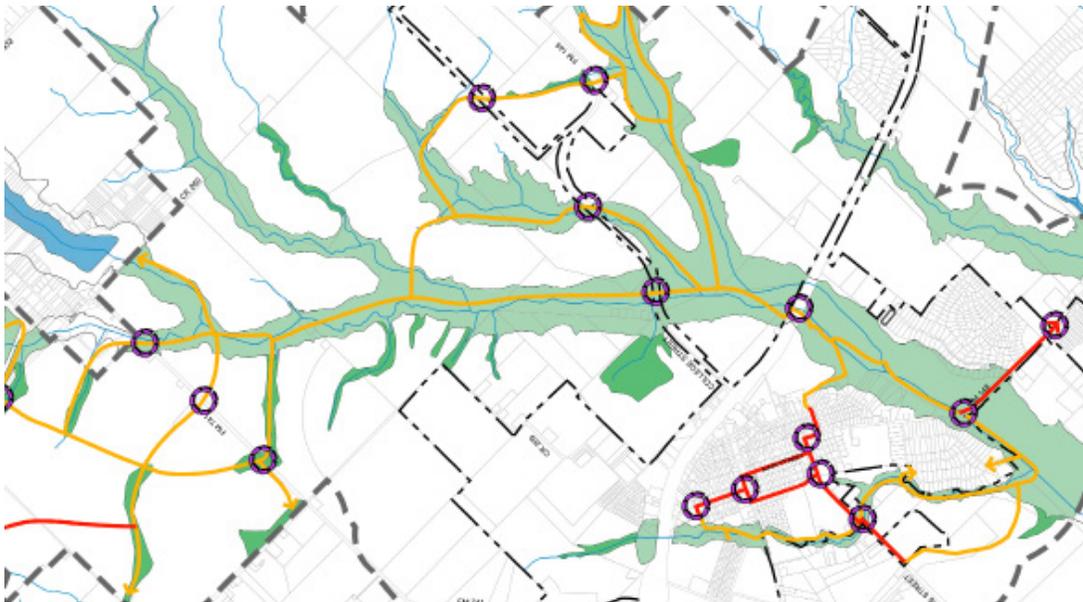
REFERENCE

Nika Reinecke, AICP
 Economic Development and
 Planning Director
 City of Lewisville
 P.O. Box 299002
 Lewisville, Texas 75029
 972-219-3750
 nreinecke@
 cityoflewisville.com

COMPLETION
 2014

COST
 \$225,000

TEAM MEMBERS
 Wendy Shabay
 Cody Richardson
 Dan Sefko
 Eddie Haas



PARKS, OPEN SPACE AND MASTER TRAILS PLAN CITY OF CRANDALL

FNI developed a Parks, Open Space and Master Trails Plan for the City of Crandall, a small but growing community of approximately 3,000 located in Kaufman County.

A key component to the master plan was to balance future planned communities' amenities with park service levels for all citizens. Planning an increased but balanced park and trail access helped to preserve the values that make Crandall an attractive community. The development of new parks, open space, and trails connections will play an important role in increasing quality of life in Crandall, making the community attractive to current and potential residents.

Making use of an interactive online survey to gather public opinion and participation, FNI incorporated the needs and desires of the community in the master plan. Crandall's small-town-America heritage is rooted in its past with a classic main street and charming neighborhoods. The final plan included needs assessment and recommendations for future park and trail desires.

REFERENCE

Scott Wall, LCMA
City Manager
P.O. Box 277
Crandall, TX 75114
903-531-1250
swall@crandalltexas.com

COMPLETION

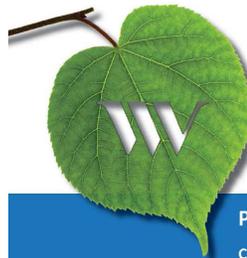
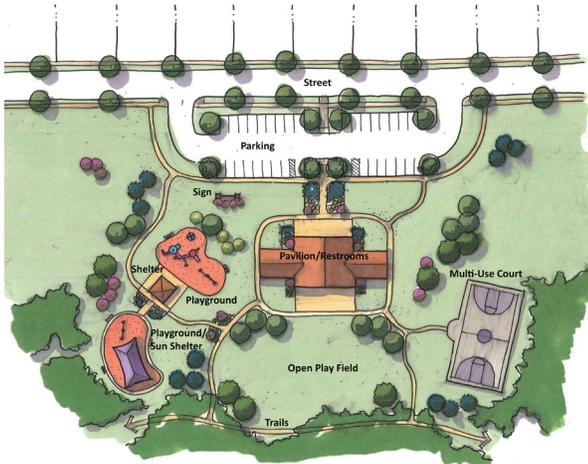
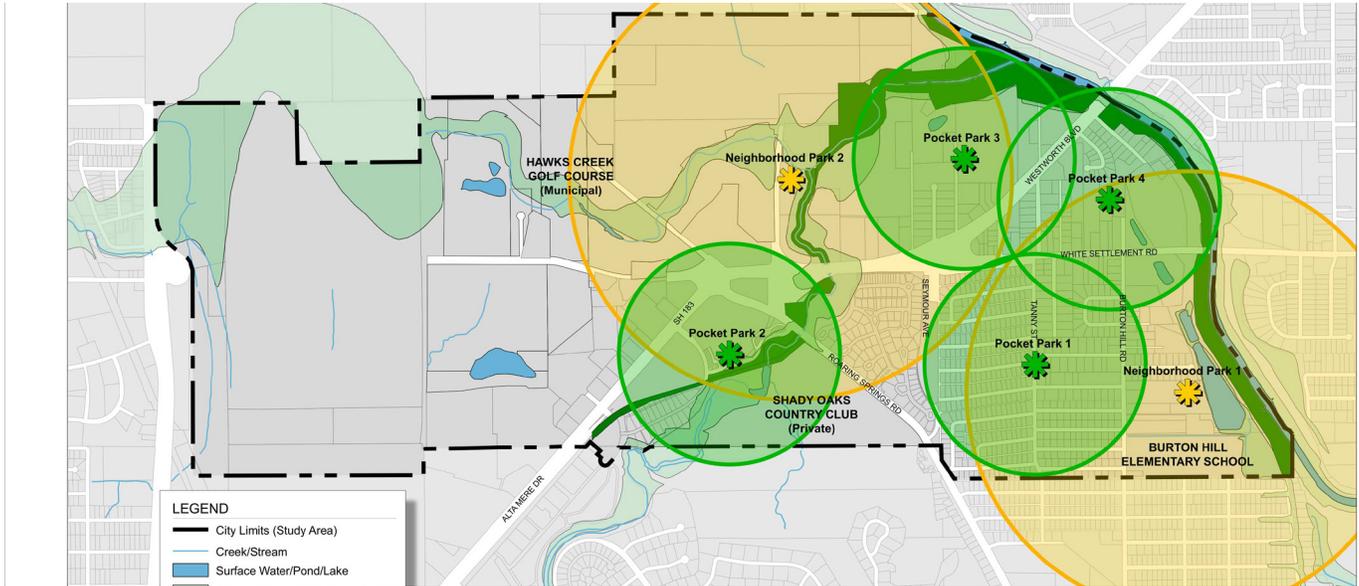
Summer 2014

COST

\$20,000 Engineering only

TEAM MEMBERS

Coy Richardson



Parks, Open Space and Trails Master Plan

City of Westworth Village
 Adopted XXXXXX

PARKS, OPEN SPACE AND TRAILS MASTER PLAN
 CITY OF WESTWORTH VILLAGE

FNI worked with the City of Westworth Village to create a Parks, Open Space and Trails Master Plan. The project included coordination with the City, residents, the Naval Air Station Fort Worth Joint Reserve Base and Tarrant Regional Water District’s trinity trails. The planning process spanned an eight month period and included oversight from the Westworth Village Redevelopment Authority. Public outreach was conducted through many channels including an online survey, stakeholder meetings and public meetings. Freese and Nichols lead the community through the development of new park standards and classifications, the creation of a park vision and associated goals, and a detailed needs assessment. Ultimately, the plan identifies community desires for recreational uses and associated park locations as well as trail location recommendations and critical connections to the adjacent Trinity Trail system.

OWNER REPRESENTATIVE

Roger A Unger
 City Administrator
 Westworth Village, Texas
 817-710-2525

TEAM MEMBERS

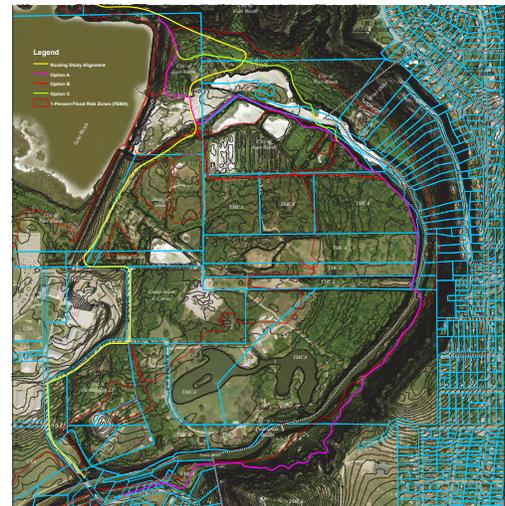
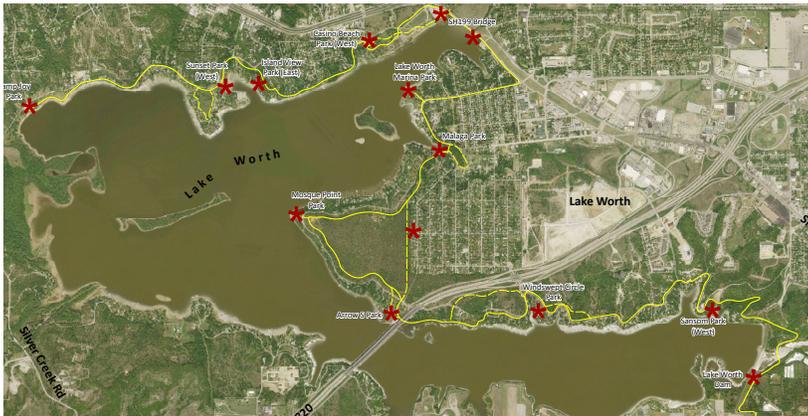
Cody Richardson, RLA
 Tricia Hatley, P.E., ENV SP, LEED®
 AP B+C
 Henry Hartshorn, RLA

FEE

\$24,000

YEAR COMPLETED

2014 (Projected)



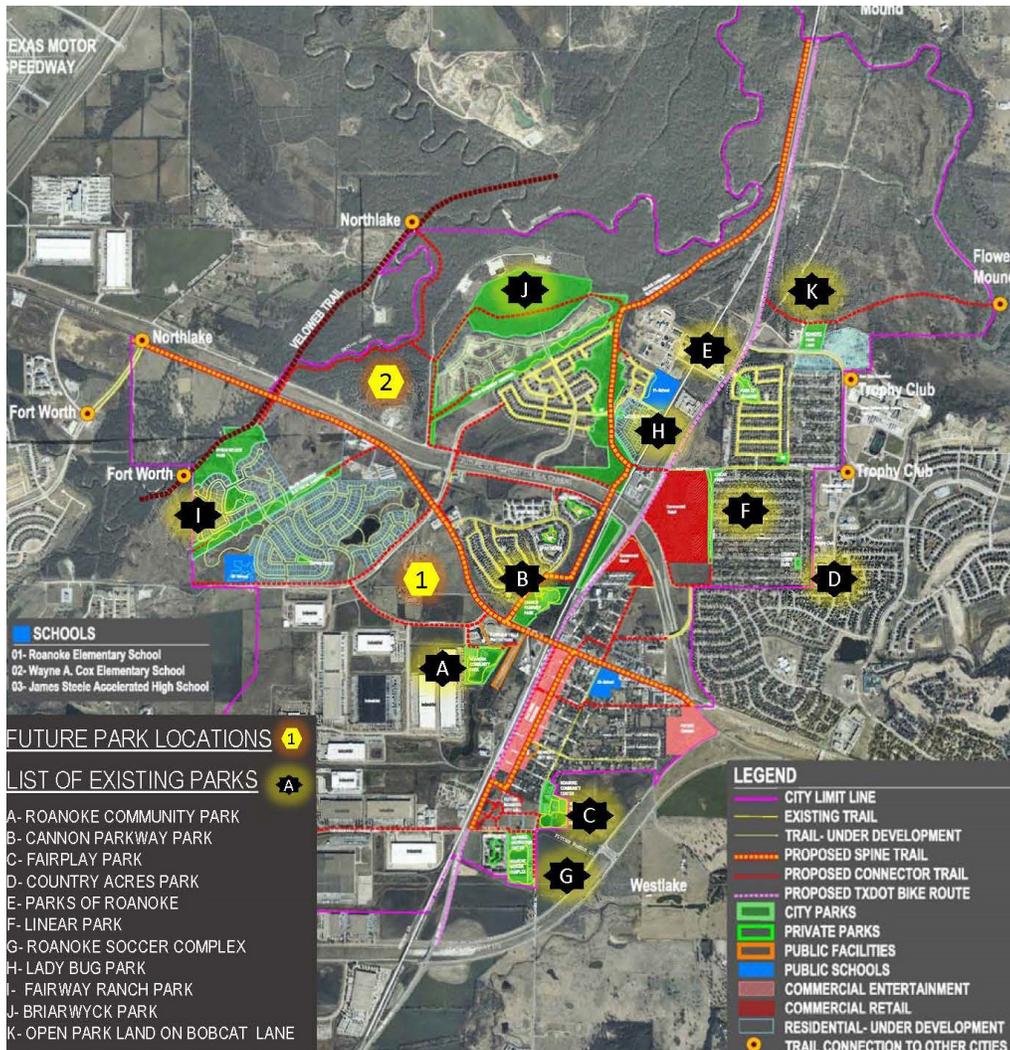
LAKE WORTH TRAIL CITY OF FORT WORTH

FNI has completed a Trail Routing Study and is preparing Preliminary Design Drawings for an 11 mile segment of a Hike and Bike Trail system around Lake Worth. Lake Worth Reservoir, located in northwest Fort Worth, offers unique outdoor recreational opportunities for a variety of users. An accessible recreational trail around the lake will provide an important amenity to the community and meet the recreational needs of many users. The trail system provides an important and vital linkage between existing and future recreation areas such as the Trinity Trails, the Fort Worth Nature Center and numerous area parks. The program elements include trail paving, trail heads, overlooks and safe connections and grade transitions through existing streets and neighborhoods.

OWNER REPRESENTATIVE
 David Creek
 P.O. Box 870
 Fort Worth, Texas 76101
 817-392-5744
 david.creek@fortworthtexas.gov

COMPLETION
 In Progress

COST
 \$267,300



UPDATE OF THE PARKS, RECREATION & OPEN SPACE MASTER PLAN AND CITY WIDE TRAIL PLAN

CITY OF ROANOKE

DSS created the Master Plan and City-Wide Trail Plan for the City of Roanoke. The project included collecting base data and inventory of existing facilities, determining the future community growth patterns, performing a recreational needs analysis, developing park and recreation standards, determining future parks and facilities locations, performing a community service needs assessment, developing a park dedication ordinance, and creating a Texas Parks and Wildlife Department Grant Application for the Community Park Plan.

REFERENCE

Ronnie Angel
 Director of Parks and Recreation
 501 Roanoke Road
 Roanoke, Texas 76262
 817-837-9930
rangel@roanoketexas.com

COMPLETION

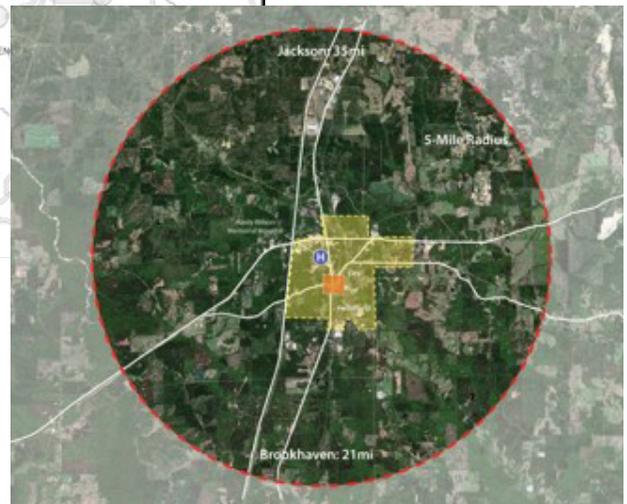
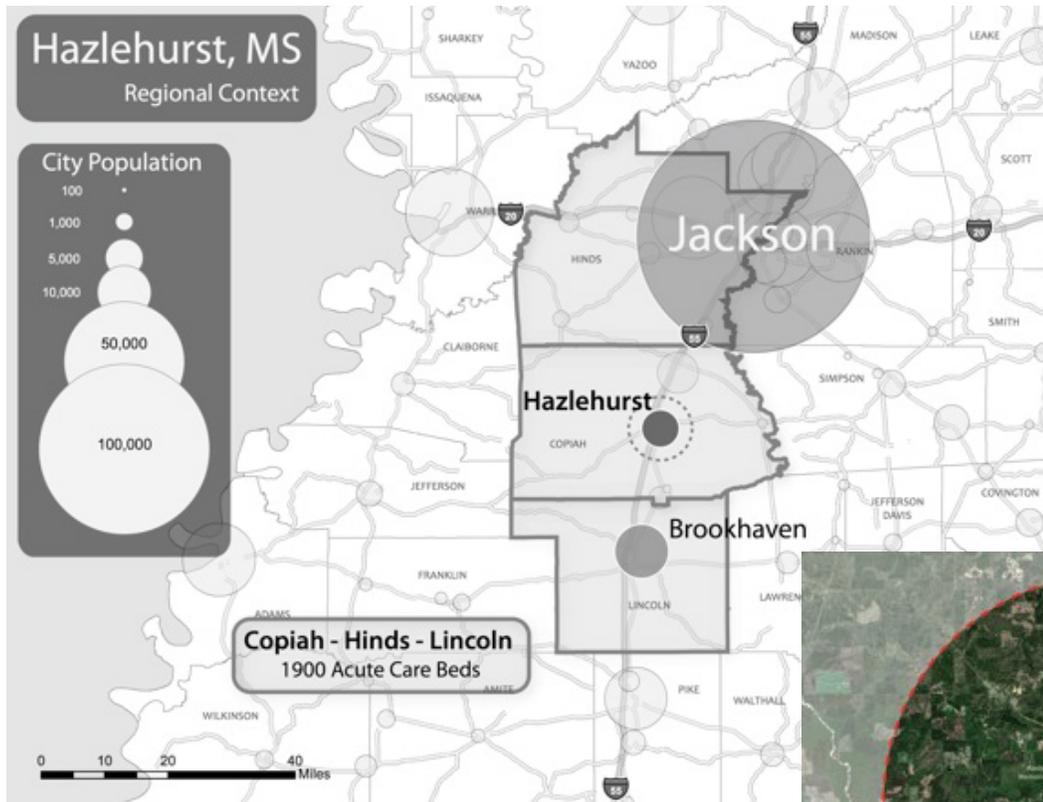
2014

COST

\$55,000

TEAM MEMBERS

Dennis Sims



HEALTH CARE INDUSTRY ZONE PLAN MULTI-CITY AND COUNTY PROJECT

Healthcare Zone Plans represent the culmination of three statewide initiatives: Blueprint Mississippi, The Healthcare Industry Zone Act, and a bulletin drafted by the Mississippi Home Corporation. The zones are defined as all developable areas within a 5 mile radius of a regional hospital. All communities who create a certified plan are then eligible for statewide incentives for economic development and affordable housing.

Pegasus conducted economic and market analysis for the development of Health Care Industry Zone Plans for 8 communities across the state of Mississippi including: Belzoni, Bay-Waveland, Hazelhurst, Macon, Morton, Quitman, West Point, and Yazoo City.

Pegasus helped these communities to leverage national growth in the healthcare industry and their respective regional advantages in supplementary industries to devise innovative strategies for growth across manufacturing, distribution, and technology. Our work continues to expand throughout the state, and we are currently serving Governor’s Office for the continued expansion of the program.

REFERENCE

Tray Hairston
 Former Counsel and Policy
 Advisory, Office of Governor
 Phil Bryant
 601-985-4630
 Tray.Hairston@butlersnow.
 com

COMPLETION

2014

COST

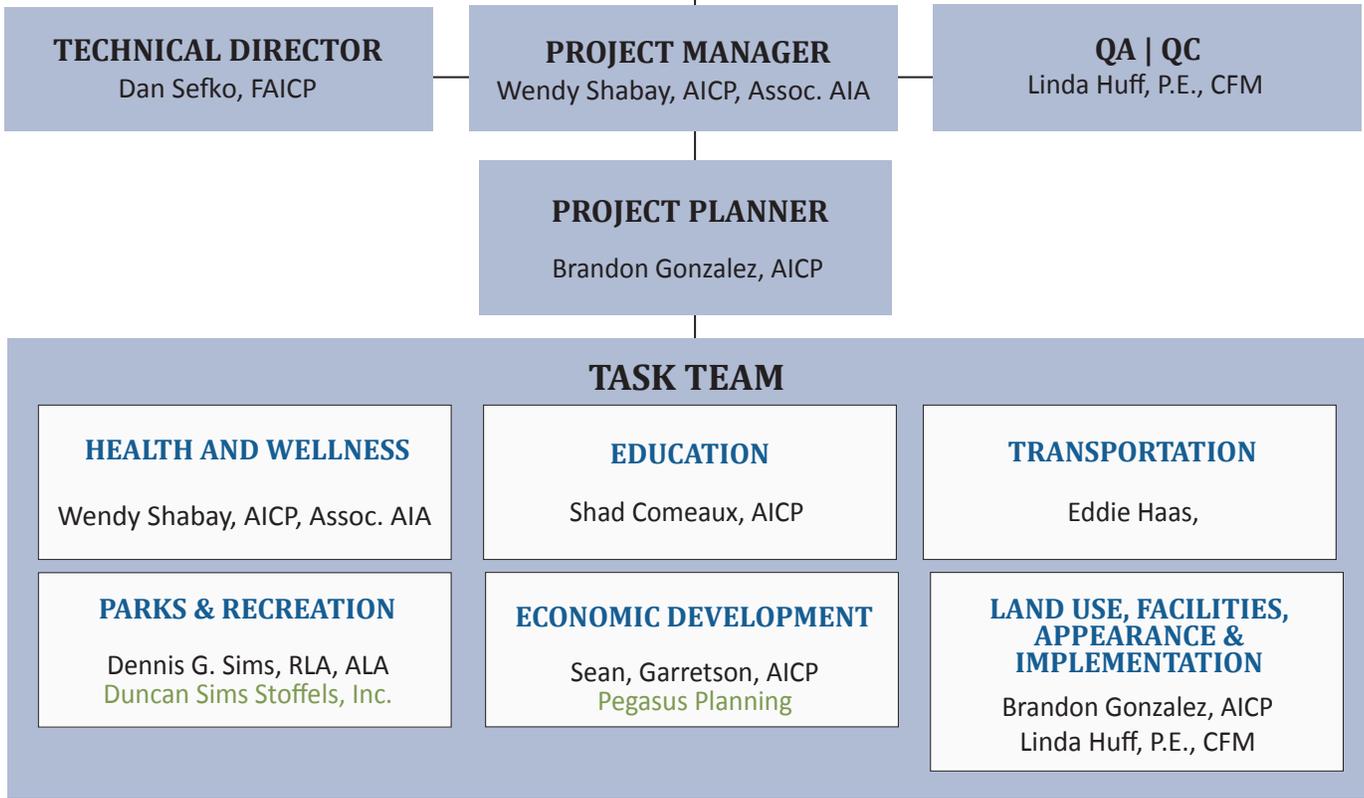
\$10 million (Entire Program)

TEAM MEMBERS

Sean Garretson

KEY PERSONNEL

CITY OF BRYAN



* Subconsultant firms noted in green



WENDY SHABAY, AICP, ASSOCIATE AIA

PROJECT MANAGER/ HEALTH AND WELLNESS

Wendy Shabay is an award-winning urban planner and an FNI Associate. She offers extensive experience in the fields of planning, architecture and urban design, with knowledge in all project phases from conception to construction. She has experience in municipal and higher education master planning, downtown planning, transit-oriented developments, public participation, funding and implementation. Ms. Shabay was awarded the “Young Professional of the Year” by the American Institute of Architects in Fort Worth, Texas, and honored with the “Forty Under Forty” award by the Fort Worth Business Press, recognizing 40 of the biggest rising stars in the world of Fort Worth business. She is an active member of the American Planning Association and Texas Downtown Association. Additionally, she serves as Past Chairman of the Northeast Leadership Forum and is President of the Texas Chapter of the American Planning Association.

SELECTED REPRESENTATIVE EXPERIENCE

- » Comprehensive Plan, City of Longview
- » Comprehensive Plan, City of Balch Springs
- » Comprehensive Plan for Central Area, City of Farmers Branch
- » Vision 2025 Plan, City of Lewisville
- » IH 35 Corridor Plan, City of Red Oak
- » Downtown Master Plan, City of Edmond, Oklahoma
- » Transit-Oriented Development (TOD) Study, Wichita Falls Metropolitan Planning Organization
- » Area Development Plans for UT Tyler and Texas College, City of Tyler
- » Strategic Action Plan, Downtown Arlington Management Corporation
- » City Center TOD, City of Cedar Hill
- » Downtown Strategic Action Plan, Downtown Fort Worth Inc.
- » Division Street Corridor Redevelopment Strategy, City of Arlington
- » Revitalization Plan for Cavile Place Neighborhood, Fort Worth Housing Authority
- » West Greenville Small Area Plan, City of Greenville
- » US 180 Corridor Plan, City of Weatherford
- » Strategic Plan, City of Aledo
- » SH 174 Corridor Plan, City of Burleson
- » Mixed-Use Zoning Ordinance, City of DeSoto
- » Phyllis J. Tilley Pedestrian Bridge, City of Fort Worth
- » SH 377 Corridor Plan, City of Keller
- » Lamar Institute of Technology Master Plan, City of Beaumont
- » Vision 20/20 Downtown Plan and Defense Diversification Plan, City of Wichita Falls
- » Urban Villages for Southeast Fort Worth, City of Fort Worth
- » Downtown Vision Plan, City of Red Oak
- » District-wide Master Plan, Tarrant County College
- » Brazos River Corridor Master Plan and Downtown Development Guidelines, City of Waco
- » Campus Master Plan, Central Texas College, City of Killeen
- » Lake Attoyac Recreational Park, City of Nacogdoches
- » Southeast to Northwest Rail Station Plan, Fort Worth Transportation Authority
- » Magnolia Urban Village, City of Fort Worth
- » Trinity River Vision, City of Fort Worth*
- » IH 35W Corridor Master Plan, City of Fort Worth*

*Experience prior to joining FNI



EXPERIENCE

21 years

EDUCATION

Bachelor of
Environmental Design,
Texas A&M University

REGISTRATIONS

American Institute
of Certified Planners,
#018886

PROFESSIONAL AFFILIATIONS

American Planning
Association, Texas Chapter

- » President (2013-2015)
- » Past President-Elect
- » Past Secretary

American Planning
Association, Midwest
Section

- » Past President
- » Past Secretary

American Institute of
Architects

AWARDS

“Young Professional
of the Year,” AIA Fort
Worth, 2004

“Forty Under Forty,”
Fort Worth Business
Press, 2006

CIVIC AFFILIATIONS

Downtown Fort Worth
Inc. Urban Design
Committee

Northeast Leadership
Forum, Past Chairman
Texas Downtown
Association

BRANDON GONZALEZ, AICP PROJECT PLANNER

Brandon Gonzalez is an Urban Planner focused on long-range planning strategies and solutions. He has worked on multiple comprehensive planning projects for both small and large communities across Texas. He has helped communities from North Texas to West Texas tackle their own unique challenges as they set objectives and define their futures. These challenges have included rapid growth, character preservation, revitalization, infill development, diversified housing, downtown revitalization, fiscally conscious land use decisions, sustainable development, oil and gas drilling impacts, and open space preservation, among others. In addition to comprehensive planning, Mr. Gonzalez is an effective speaker and public engagement facilitator and is well-versed in data collection, demographic analysis, corridor planning and sustainable development guidelines.

Mr. Gonzalez is actively involved in the planning profession. He is currently serving as Director-Elect of the North Central Texas Section of the American Planning Association and is on the Board of Directors for the Greater Dallas Planning Council. He was also a founder of the Dallas-Fort Worth Young Planners Group.

SELECTED REPRESENTATIVE EXPERIENCE

Comprehensive Plan

- » City of Andrews
- » City of Big Spring
- » City of Corinth
- » City of Farmers Branch
- » City of Glenn Heights
- » City of Hudson Oaks
- » City of Lakewood Village
- » City of Odessa
- » Town of Prosper
- » City of Red Oak
- » City of Seagoville
- » City of Shenandoah
- » City of Willow Park

Other

- » SH 191 Corridor Study and Management Plan, Midland-Odessa MPO (MOTOR)
- » Midessa Land Use and Transportation Study, MOTOR
- » FM 1764 Access Management Study, Houston-Galveston Area Council
- » Unified Development Code, City of Corinth
- » Unified Development Code, City of Garland
- » Zoning Ordinance, City of Midwest City, Oklahoma
- » Zoning Ordinance, City of Highland Village
- » Zoning Ordinance, City of Frisco
- » iSWM Implementation Programs, City of Duncanville
- » iSWM Implementation Programs, City of Plano
- » Industrial District Study, City of DeSoto
- » Parking Ordinance Study, City of Richardson
- » Pedestrian and Bike Linkage Component, Denton Mobility Plan, City of Denton
- » Strategic Plan, City of Aledo
- » West Dallas Catalyst Development Study, North Central Texas Council of Governments



EXPERIENCE

6 years

EDUCATION

Master of City and Regional Planning, University of Texas at Arlington

B.A., Political Science, Spanish, Texas Tech University

REGISTRATIONS

American Institute of Certified Planners, #231075

PROFESSIONAL AFFILIATIONS

American Planning Association, North Central Texas Section—Director-Elect

Greater Dallas Planning Council—Board Member

West Dallas Chamber of Commerce—Board Member

LINDA HUFF, P.E., CFM QUALITY ASSURANCE/QUALITY CONTROL

Linda Huff is a FNI Account Director and Client Representative in FNI's San Marcos Office and is responsible for ensuring client satisfaction. Linda has 22 years' experience in Municipal Government serving the City of San Marcos as Director of Engineering & CIP and the City of Bryan in a variety of capacities including Director of Public Works. During her work with municipalities she managed a variety of projects and was integrally involved in Comprehensive and other Planning Studies. She understands the importance of communication with citizens and stakeholders, keeping projects on budget and schedule, and producing a plan that can be implemented. A resident of the area for 35 years and employed by the City of Bryan for 20 years she brings a great understanding of the opportunities and issues of the area.

SELECTED REPRESENTATIVE EXPERIENCE

- » **Associate, FNI** – Ms. Huff is an Account Director and Client Representative for several Central Texas clients and serves in a variety of capacities with municipal projects. She understands projects from a client perspective, the governing process, and the importance of budget and schedule adherence. Representative projects include:
- » **Director of Engineering and Capital Improvements, City of San Marcos*** – Ms. Huff was responsible for master planning, development and implementation of Capital Improvement Programs (CIPs) for water, wastewater, streets and drainage. She also served on CAMPO's (Capital Area Metropolitan Planning Organization) Technical Advisory Committee and facilitated the City's work with TxDOT. Projects of note include:
 - Loop 82 Railroad Grade Separation Project, City of San Marcos
 - Guadalupe Bridge Replacement, City of San Marcos (secured \$1 million from TxDOT for the project)
 - Nance, North and Moore Streets Water Improvements, City of San Marcos
 - Downtown Infrastructure Improvements, City of San Marcos
- » **City Engineer and Director of Public Works, City of Bryan*** – For more than 12 years, Ms. Huff served as City Engineer or Director of Public Works where her primary responsibility was the management of capital projects and maintenance-related projects. As Director of Public Works, she was responsible for engineering, water services, solid waste, fleet, facilities, streets and drainage, and traffic. She supported the City Manager and the City Council, while working with other agencies, community leaders and citizen groups.
- » Review of CIP Process and Procedures, City of New Braunfels
- » Wastewater Master Plan, City of San Marcos
- » Burleson Street, City of Kyle
- » Director of Engineering and Capital Improvements, City of San Marcos*
- » City Engineer and Director of Public Works, City of Bryan*

*Experience prior to joining FNI



EXPERIENCE

30 Years

EDUCATION

M.S., Civil Engineering,
Texas A&M University

B.S., Civil Engineering,
Texas A&M University

REGISTRATION

Professional Engineer,
Texas #63431

Certified Floodplain
Manager, #0434-02N

DAN SEFKO, FAICP TECHNICAL DIRECTOR

Dan Sefko is Technical Director for FNI’s Urban Planning + Design Group, assisting municipal clients in cost-effectively planning for population and commercial growth, changing demographics, infrastructure expansion and economic development. He is one of Texas’ most respected planners and has worked with more than 100 cities throughout the state.

Mr. Sefko’s background includes comprehensive plans and updates, zoning and subdivision ordinances, land use assumptions, and other studies, plans and recommendations. His planning strengths also include public involvement and the building of stakeholder consensus to support his clients’ planning goals. In addition to comprehensive, long-range municipal planning, Mr. Sefko’s experience includes: impact fee development and rough proportionality, historic preservation planning, demographic analysis, open space and park master planning, fiscal impact analysis, development planning, and zoning and subdivision ordinances and codes. He also has served as an expert witness on planning-related matters for 12 cities.

SELECTED REPRESENTATIVE EXPERIENCE

Comprehensive Plans/Updates

- » City of Andrews
- » City of Bee Cave
- » City of Big Springs
- » City of Burleson
- » City of Cedar Hill
- » City of Cedar Park
- » City of Ennis
- » City of Farmers Branch
- » City of Fate
- » City of Fredericksburg
- » City of Frisco
- » City of Glen Rose
- » City of Granite Shoals
- » City of Heath
- » City of Irving
- » City of Jersey Village
- » Town of Little Elm
- » City of Longview
- » City of Melissa
- » City of Midlothian
- » City of Midwest City, OK
- » City of Murphy
- » City of Odessa
- » City of Portland, Texas
- » Town of Prosper
- » City of Stafford
- » City of Waxahachie

Development Ordinances

- » City of Abilene
- » City of Angleton
- » City of Bartonville
- » City of Buda
- » City of Celina
- » City of Crandall
- » City of DeSoto
- » City of El Paso
- » City of Frisco
- » City of Garland
- » City of Haslet
- » Town of Highland Park
- » City of Hutchins
- » City of Irving
- » City of Keller
- » City of Lampasas
- » City of Lufkin
- » City of Midlothian
- » City of New Braunfels
- » City of Pearland
- » City of Port Aransas
- » City of Salado
- » City of San Marcos
- » City of Tomball
- » City of Terrell
- » City of University Park
- » City of Weatherford

Other

- » City of Denton (Growth Management Plan)
- » City of Rockport (Growth Management Plan)
- » City of Terrell (Growth and Annexation Evaluation)
- » City of Wichita Falls (Downtown Master Plan Update)



EXPERIENCE

40 years

EDUCATION

M.S., City and Regional Planning,
 University of Texas at Arlington

B.S., Architecture,
 University of Texas at Arlington

REGISTRATIONS

Fellow, American Institute of Certified Planners, #4572

PROFESSIONAL AFFILIATIONS

Congress of New Urbanism

City Planners Association of Texas (Texas Municipal League Affiliate)

American Planning Association

Chairman of Educational Foundation of the Texas Chapter (1991–1993)

- Professional Development Officer, Texas Chapter (1992–1993)

EDMUND HAAS, AICP

TRANSPORTATION

Edmund (Eddie) Haas is an FNI Associate and Senior Planner. His urban planning experience involves the preparation of policy-oriented comprehensive development and growth strategy plans. His transportation planning experience includes community thoroughfare planning, corridor planning, major investment studies (MIS) and draft environmental impact statements (DEIS), roadway impact fee systems, GIS applications and associated demographic and spatial analyses, traffic impact studies, site access, design and circulation studies, and parking demand studies. He has extensive experience in effectively providing clients with a finished product through data evaluation, technical analysis, proposal preparation and presentation. Mr. Haas has successfully prepared and managed planning studies, represented clients in public hearings, and established and maintained strong business/client relationships. He has strong project management, organizational and communication skills with an emphasis on team approach and consensus building. Mr. Haas serves as Chairman of the City of Coppell's Planning and Zoning Commission, where he lives.

SELECTED REPRESENTATIVE EXPERIENCE

Comprehensive Plans

- » City of Red Oak
- » Town of Lakewood Village
- » City of Odessa
- » Town of Prosper

Thoroughfare Plans

- » City of Norman, Oklahoma
- » City of Weatherford
- » Midland-Odessa MPO
- » City of Cedar Hill
- » City of Irving
- » City of Keller
- » City of Seagoville

Impact Fee Studies/Updates

- » City of Arlington
- » City of Forney
- » City of Garland*
- » City of Greenville
- » City of Keller
- » City of Leander
- » City of League City
- » City of Lockhart*
- » City of Mesquite*
- » City of Midlothian
- » City of Port Aransas
- » City of Rockwall
- » City of Round Rock*
- » City of Sunnyvale
- » City of Terrell
- » City of Waxahachie
- » Town of Argyle

Rough Proportionality

- » City of Celina*
- » City of Denison
- » City of Irving*
- » City of Plano
- » City of Rockwall
- » City of Waxahachie

Other

- » South Midland Mobility Planning Environmental Linkage (PEL) Study, MOTOR
- » SH 191 Corridor Study and Management Plan, MOTOR
- » South Outer Loop/ Loop 9: DEIS Conceptual Schematics and Environmental Documentation; Feasibility and Route Alignment Study, Dallas County*
- » Downtown Revitalization Program, City of Wichita Falls
- » Liberty Grove Roadway Alignment Study, City of Rowlett
- » Texas Main Street Programs, Cities of Decatur and Mount Pleasant*
- » LBJ East Station Pedestrian Analysis, Dallas Area Rapid Transit*
- » Roadway Development Standards, Transit-Oriented Development and Station, City of Carrollton*
- » DART LBJ East Station Pedestrian Analysis, City of Dallas*

*Experience prior to joining FNI



EXPERIENCE

24 years

EDUCATION

Masters of Urban Planning, Texas A&M University

B.S., Construction Science, Texas A&M University

REGISTRATIONS

American Institute of Certified Planners, #012890

PROFESSIONAL AFFILIATIONS

American Planning Association

Institute of Transportation Engineers

CODY RICHARDSON, RLA

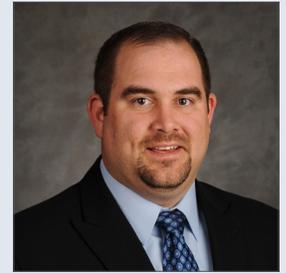
COMMUNITY PROFILE

Cody Richardson is a Planner in FNI's Urban Planning Group. He offers a unique combination of knowledge in the fields of urban planning, landscape architecture and planning. Mr. Richardson provides extensive experience in strategic/comprehensive planning, site analysis, pedestrian realm improvements, mixed-use site design, residential master planning and corridor planning. He has designed and managed planning projects from commercial site planning to large-scale community master plans. In addition, he has been an active team member in public involvement and stakeholder initiatives for communities throughout North Texas, while working with developers and citizens to capture visions and implementation strategies. Skills also include land use analysis, graphics communication, feasibility studies, park and trail master planning, community design and conceptual site planning.

SELECTED REPRESENTATIVE EXPERIENCE

- » Comprehensive Plan, City of Longview
- » Vision 2025 Plan, City of Lewisville
- » Comprehensive Plan, City of Balch Springs
- » IH 35 Corridor and Comprehensive Plan, City of Red Oak
- » City Center TOD, City of Cedar Hill
- » Strategic Plan, City of Aledo
- » Plan 2023 Downtown Strategic Action Plan, City of Fort Worth
- » Comprehensive Plan for Central Area, City of Farmers Branch
- » Division Street Corridor Strategy, City of Arlington
- » SH 191 Corridor Study and Management Plan, MOTOR – Midland-Odessa Metropolitan Planning
- » Mixed Use Zoning Districts, City of DeSoto
- » West Greenville Small Area Plan, City of Greenville
- » Medical District Small Area Plan, City of Tyler
- » Texas College Area Development Plan, City of Tyler
- » UT Tyler Area Development Plan, City of Tyler
- » US 180 Corridor Vision Plan, City of Weatherford
- » Texas Wesleyan Campus Master Plan
- » Comprehensive Plan, City of Prosper
- » Downtown Traffic Study and Bike Plan, City of Denton
- » FM 1764 Access Management Study, Houston-Galveston Area Council
- » Tri-School Street Improvements, City of Arlington
- » Parks, Open Space and Trails Master Plan, City of Westworth Village
- » Parks, Recreation and Open Space Plan, City of Longview
- » Crandall Parks and Trail Plan, City of Crandall
- » Downtown Master Plan, City of Edmond
- » Canyon Falls Master Plan, Town of Argyle, City of Flower Mound, City of Northlake*
- » Master Parks and Trails Plan/Future Land Use Plan, City of Gun Barrel City*
- » Avery Centre Master Plan, Round Rock*
- » Avery Centre Town Center, Round Rock*
- » The Estates at Stone Crossing, New Braunfels*
- » Three Forks Ranch, Georgetown*

*Experience prior to joining FNI



EXPERIENCE

10 years

EDUCATION

Bachelor of Landscape Architecture, Texas Tech University

REGISTRATIONS

Registered Landscape Architect, Texas #2803

PROFESSIONAL AFFILIATIONS

American Planning Association

American Society of Landscape Architects

SHAD COMEAUX, AICP

EDUCATION

Shad Comeaux is an Urban Planner with the unique ability to guide municipal stakeholders in the identification and attainment of a higher vision for their cities. He is a Senior Planner in FNI's Urban Planning + Design Group with experience that ranges from higher education master planning to urban neighborhood planning. His background includes stakeholder involvement, preliminary data collection and analysis, guidance to facility assessment, campus master plan development, architectural design, urban design, historical restoration and revitalization and city planning. He has applicable experience in zoning, land use and site planning. A former City Planner, Mr. Comeaux has a unique insight into the challenges and opportunities associated with the collaborations required among municipalities, public and private education, higher education institutions and local businesses.

SELECTED REPRESENTATIVE EXPERIENCE

- » Comprehensive Plan, City of Burleson
- » Comprehensive Plan, City of Center
- » Comprehensive Plan Central Area Development, City of Farmers Branch
- » Comprehensive Plan and IH 35 Corridor Project, City of Red Oak
- » Comprehensive Plan, City of Stafford
- » Comprehensive Plan, City of Jersey Village
- » Comprehensive Plan, City of Longview
- » Area Development Plans for UT Tyler and Texas College, City of Tyler
- » 'Plan 2023' - 10-year Strategic Action Plan, City of Fort Worth
- » Revitalization Plan for Cavile Place and Surrounding Neighborhood, Fort Worth Housing Authority and City of Fort Worth
- » SH 377 Corridor Plan, City of Keller
- » Urban Villages for Southeast Fort Worth, City of Fort Worth
- » Downtown Master Plan and Defense Diversification Plan, City of Wichita Falls
- » Mixed Use Zoning District, City of DeSoto
- » Greenville Small Area Plan, City of Greenville
- » Strategic Plan, City of Aledo
- » Campus Development Sites, University of Texas at Tyler
- » Campus Master Plan, Texas Wesleyan University
- » Campus Master Plan, Sul Ross University
- » Campus Master Plan, Lamar Institute of Technology
- » Campus Master Plan, South Texas College District
- » Campus Master Plan, Tarleton State University
- » Various Planning Projects, Tarrant County College District
- » Zoning and Subdivision Ordinances and Comprehensive Plan Diagnostic, City of Port Arthur



EXPERIENCE

15 years

EDUCATION

Master of City and Regional Planning, University of Texas at Arlington

Bachelor of Environmental Design, Texas A&M University

REGISTRATIONS

American Institute of Certified Planner, #025151

PROFESSIONAL AFFILIATIONS

American Planning Association

American Institute of Architects

AWARDS

Lamar Institute Master Plan - Architectural Portfolio 2011, American School and University Magazine (2011)

Tarleton State University Master Plan - Outstanding Designs, Campus Master Plan, American School and University (2010)

Comprehensive Plan - Texas APA Project Planning Award, American Planning Association Midwest Section (2010)

DENNIS SIMS, RLA PARKS AND RECREATION

For 34 years, Dennis Sims has been involved with Landscape Architecture and Master Planning, first as Project Manager with J.T. Dunkin & Associates, parent company of DSS, and most recently as a Principal with Dunkin Sims Stoffels, Inc. His primary responsibilities include the coordination, development, and supervision of the firm’s landscape architectural/park planning projects. This encompasses park master planning, design development, construction documentation and observation, and comprehensive park master plans for municipalities. Mr. Sims has written over 70 Grant Applications for submission to the Texas Parks and Wildlife Department.

SELECTED REPRESENTATIVE EXPERIENCE

Master Plan Projects

- » Update of Parks, Recreation and Open Space Master Plan and City-Wide Trail Plan 2014, City of Roanoke
- » Park Master Plan, City of Roanok
- » Parks, Recreation and Open Space Master Plan, Town of Northlake
- » Park Master Plan, City of Midlothian
- » Parks Master Plan, City of Corsicana
- » Park Master Plan, City of Red Oak
- » Park Master Plan, City of Sachse
- » Park Master Plan, City of Glenn Heights
- » Plan Amendment, City of Garland
- » Park Master Plan, City of Murphy
- » Park Master Plan, City of Cedar Hill
- » Park Master Plan, City of Duncanville
- » Parks, Recreation and Open Space Master Plan, City of Lampasas
- » Park and Open Space Plan, City of Terrell
- » Park and Open Space Plan, City of DeSoto
- » Park Master Plan, City of Mesquite
- » Park Master Plan, City of Lewisville
- » Park Master Plan, City of McKinney

Texas Park and Wildlife Department Grant Applications

- » Burkburnett, Texas
- » Highland Village, Texas
- » Cedar Hill, Texas
- » Keller, Texas
- » College Station, Texas
- » Lampasas, Texas
- » Denton, Texas
- » McKinney, Texas
- » Farmerville, Texas
- » Mesquite, Texas
- » Flower Mound, Texas
- » North Richland Hills, Texas
- » Garland, Texas
- » Plano, Texas
- » Georgetown, Texas
- » Roanoke, Texas
- » Sachse, Texas
- » Waxahachie, Texas



EXPERIENCE

34 years

EDUCATION

B.S., Landscape Architecture, Texas A&M University

REGISTRATIONS

Registered Landscape Architect: Texas

PROFESSIONAL AFFILIATIONS

American Society of Landscape Architects



SEAN GARRETSON, AICP

ECONOMIC DEVELOPMENT

Sean Garretson is a Community Planner, Economic Developer, Land Strategist, Strategic Planner, Facilitator, Market Analyst and Revitalization Professional. He leads a team of planners, analysts and creatives in providing strategic advice and direction to public and private sector clients. While his firm primarily consults, Mr. Garretson has led the company into infill development projects in East Austin and is now undertaking Central Texas' first Agrarian Community in Elgin and San Marcos' first Co-Working space.

Mr. Garretson has served on numerous boards, including the Congress for New Urbanism (CNU) and the Urban Renewal Agency. He has been a partner at Angelou Economics and TIP Strategies, and served as Economic Development Director for CAPCOG and Planning Director for Loomis-Austin.

SELECTED REPRESENTATIVE EXPERIENCE

- » Edinburg Downtown Plan, City of Edinburg (recipient of 2010 Project of the Year Award American Planning Association – Texas APA)
- » San Marcos Downtown Plan, City of San Marcos (recipient of 2008 Project of the Year Award – Central Texas APA)
- » Market analyst, land strategist, strategic planner, economic developer and revitalization expert
- » Former project leader and manager for planning departments at a large civil engineering company, a Texas utility company, and a regional council of government
- » Adjunct graduate faculty at University of Texas-Austin in Economic Development Policy
- » Frequent speaker and trainer for International Economic Development Council (IEDC)
- » General Partner of several development projects in Austin.



EXPERIENCE

20 years

EDUCATION

M.S., Community and Regional Planning,
University of Texas-Austin

B.A., Anthropology,
George Washington University

REGISTRATIONS

American Institute of Certified Planners

PROFESSIONAL AFFILIATIONS

Urban Renewal Agency of Austin (Past Vice Chairman)

Chestnut Neighborhood Revitalization Corporation (Board President)

Swede Hill Neighborhood (Vice President)

Innovation Committee (Austin Chamber of Commerce)

American Institute of Certified Planners (AICP) (Member)

Texas Chapter of the American Planning Association (Member)

YMCA – Town Lake (Board Member)

Congress for New Urbanism (CNU-Austin)





PURCHASING DEPARTMENT

February 24, 2015

ADDENDUM NO. 1

Addendum to City of Bryan Request for Proposal No. 15-026

“Comprehensive Plan and Parks Master Plan Update for the City of Bryan”

Please be advised of the following clarifications, additions, deletions and/or changes to RFP No. 15-026 are hereby made a part of the bid documents for the above referenced project as full and as completely as though the same were included therein.

Q & A:

Q: I reviewed the RFP and was unable to find a requirement for an Engineer, Architect or Landscape Architect to seal the Comprehensive Plan and/or the Parks Master Plan. Does the City require a licensed professional Engineer, Architect or Landscape Architect to seal either plan or any part of the plans?

A: No. A licensed professional engineer, architect or landscape architect is not required to seal either the plan or any part of the plan, as no such requirement for the preparation of a Comprehensive Plan and/or Park, Recreation and Open Space Master Plan appears to exist in State law and/or guidelines for the preparation for such plans (e.g., as developed by the Texas Parks and Wildlife Department).

Q: Can the City explain why a \$1,000,000 Professional (Errors & Omissions) Liability insurance policy is required for the Comprehensive Plan and Parks Master Plan?

A: The City will waive the requirement for Professional (Errors & Omissions) Liability Insurance.

Q: Can the City explain why a \$1,000,000 Professional (Errors & Omissions) Liability insurance policy is required for the Comprehensive Plan and Parks Master Plan?

A: The City is waiving the requirement for Professional (Errors & Omissions) Liability Insurance.

Q: What is the anticipated or allocated budget for this effort? This will help in determining the expectations for the level of detail for various components of the plan (such as public involvement).

A: The anticipated budget is \$200,000.00

Q: Pursuant to State law, proposers may be prohibited from providing costs for certain components of this effort where professional services of engineers, architects, landscape architects/urban designers are included. This will impact the ability to provide an overall cost for services. Can cost ranges from similar recent planning efforts be submitted as an option?

A: The cost proposal must itemize all charges for individually identifiable components of the Scope of Work. The cost proposal must state a maximum “not to exceed” contract amount for all services rendered. Offerors should rely on their experience in municipal comprehensive planning and parks master planning and preparatory research to develop a cost proposal.

Q: Has the Comprehensive Planning Advisory Committee been established? Will the selected consultant have the ability to assist the City in working with the makeup of the committee?

A: No. The Comprehensive Plan Advisory Committee (CPAC) has not yet been established. It is anticipated that the City Council will appoint most, if not all, of the committee’s members before a contract is awarded. However, this does not preclude the potential to alter the committee’s composition even after the contract is awarded, if the City Council were to agree to such a change. Offerors may make suggestions regarding the make-up of the CPAC as part of their proposal, outlining how those recommendations support their strategy to encourage public participation for the project.

END OF ADDENDUM

This addendum shall be signed and included with your response package as acknowledgement of the addendum. Failure to acknowledge and submit any addenda may be cause for the bid to be rejected. The City’s decision to accept or reject a bid due to a failure to acknowledge and submit addenda shall be final.



Vendor Acknowledgement Signature



Karen Sonley, Buyer
City of Bryan - Purchasing

Purchasing Department
1309 E. Martin Luther King St. • Bryan, TX 77803
(979) 209-5500 • Fax: (979) 209-5507

CERTIFICATION AND AUTHORIZATION

CERTIFICATION and AUTHORIZATION:

The undersigned certifies he has fully read RFP # 15-026 and understands this "Request for Proposal" and has full knowledge of the scope, quantity, and quality of the services to be furnished and intends to adhere to the provisions described herein. The undersigned also affirms they are duly authorized to submit this proposal, that this proposal has not been prepared in collusion with any other Vendor, and that the contents of this proposal have not been communicated to any other Vendor prior to the official opening of this proposal. Additionally, the undersigned affirms the firm is willing to sign the enclosed Exhibit A, Standard Form of Agreement Contract.

By submitting a proposal, the vendor certifies that neither he, nor any co-owner of the organization submitting this proposal, is related to a member of the City Council of the City of Bryan (or his or her spouse) within the first, second, or third degree of consanguinity (blood) or affinity (marriage).

Signed By: Michael T. Nichol Title: Senior Vice President

Typed Name: Michael L. Nichols, P.E. Company Name: Freese and Nichols, Inc.

Phone No.: 512-617-3119 Fax No.: 512-617-3101

Email: mike.nichols@freese.com

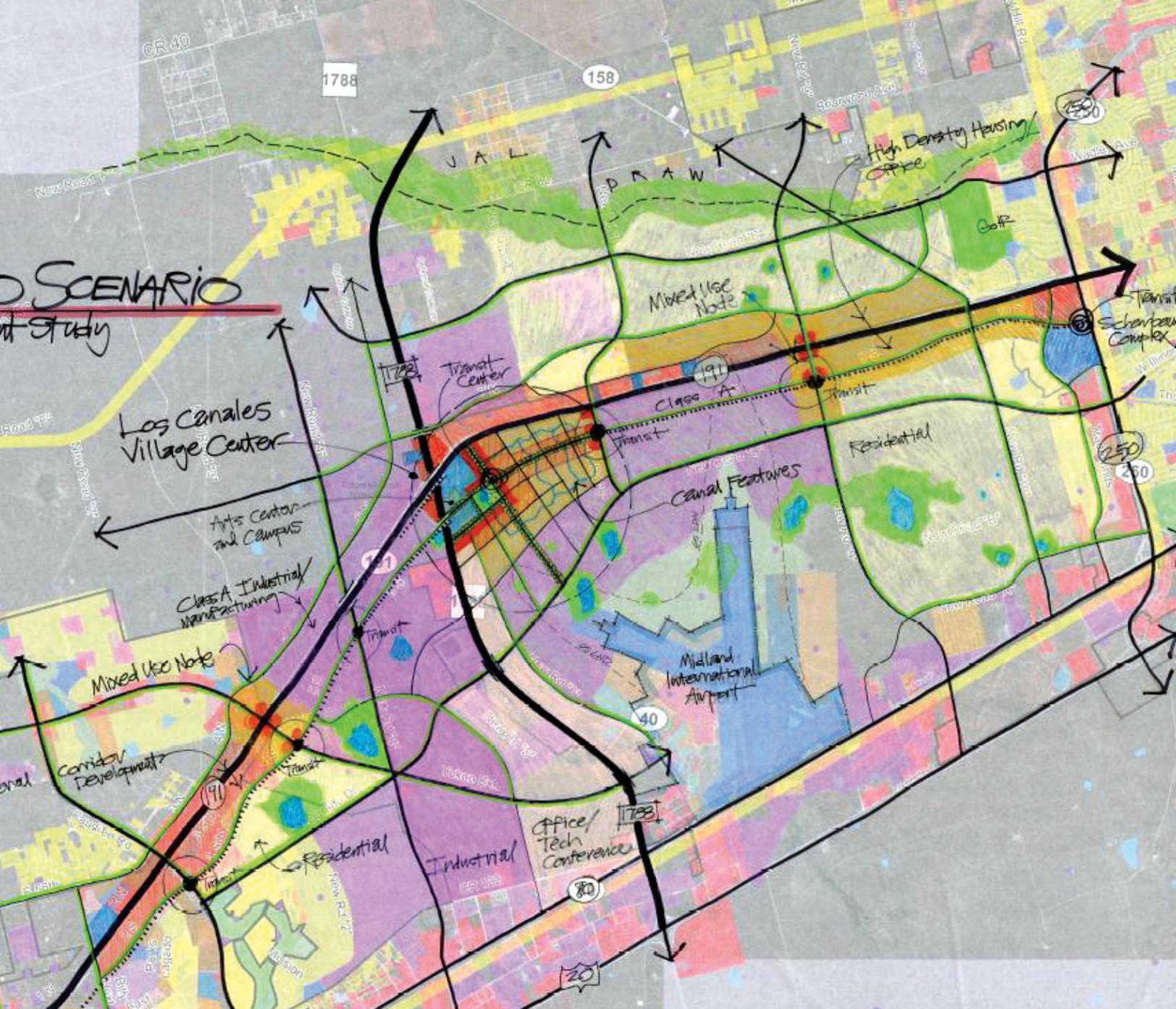
Bid Address: 10431 Morado Circle, Building 5, Suite 300 Austin Texas 78759
P.O. Box or Street City State Zip

Order Address: 10431 Morado Circle, Building 5, Suite 300 Austin Texas 78759
P.O. Box or Street City State Zip

Remit Address: 10431 Morado Circle, Building 5, Suite 300 Austin Texas 78759
P.O. Box or Street City State Zip

Federal Tax ID No.: 75-1531935

Date: 03/06/2015



FREESE AND NICHOLS, INC.

2711 NORTH HASKELL AVENUE, SUITE 3300
DALLAS, TEXAS 75204

WWW.FREESE.COM