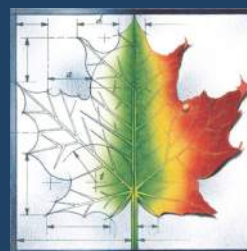


CITY OF WESTWOOD
MASTER PLAN RFP

Collins Noteis & Associates
BBN Architects Inc

JULY 27, 2015



INTEGRATING NATURE
AND ARCHITECTURE

BBN
ARCHITECTS
INC

City of Westwood
4700 Rainbow Blvd.
Westwood, KS 66205

July 27, 2015

Re: Master Plan RFP

Dear Selection Committee:

Collins Noteis & Associates (CNA), in association with BBN Architects and Draper Communications, is pleased to submit our qualifications for your consideration relating to the Westwood Master Plan. We have assembled a specific and experienced team for this project that will provide the best service for this important effort. The members of our team have worked together before on similar projects, including the current community planning effort for the Cultural Arts District in Kansas City, Missouri with the Nelson-Atkins Museum of Art.

BBN Architects is a creative, award winning Kansas City firm that specializes in architecture, landscape architecture and planning. They have a great deal of experience with municipal clients and strong relationships that have led to multiple projects. Draper Communications is also a noted local firm, providing community engagement support for a wide range of projects, from small neighborhood plans to the Kansas City Streetcar Project.

The Westwood Master Plan is an exciting project for our team's specific expertise. CNA utilizes an important benefit for our clients, in that Vicki Noteis and Bob Collins served 14 and 27 years respectively in the public sector before establishing our consulting firm in 2004. We have a unique perspective on complex issues that cities face. We understand how long range strategic and comprehensive planning can be implemented over time, when there is so much pressure to provide results "today." We have been recognized for visionary planning, which we believe is entirely possible to do while also recognizing the political and market realities that frame issues of economic development and land use for city leaders. Our practice is based on the belief that visionary, realistic planning is dependent on meaningful citizen involvement.

We appreciate this opportunity to share our qualifications and approach to your project in this submittal. We look forward to the opportunity to work with you.

Respectfully Submitted,



Vicki L. Noteis, AIA, President
1600 Genessee St Suite 356
Kansas City, MO 64102
816.283.8322



PROJECT APPROACH/ WORK PROGRAM

Proposed Approach and Work Program

City of Westwood

There are several key components for a successful update of a comprehensive plan that derives from a healthy citizen engagement process. The city's current 1997 Plan is very good and relies on these same principles. It is direct, easy to read and utilizes a mixture of data and citizen input received through meetings and surveys. The Collins Noteis Team has helped numerous communities develop not only successful comprehensive plans and updates, but most importantly, provide a guide to key decision-making, public policy and good development decisions. Every community is unique and requires a comprehensive plan that recognizes that. To develop an effective plan, the design of the community input process should support the tasks in the scope of work and be timed to inform the plan development process at key intervals. Our team has extensive experience in successful community-supported planning efforts that benefit communities by:

- Building advocates for good, but sometimes difficult planning decisions
- Building a shared sense for priorities related to future development, and
- Educating the public about the complexity and trade-offs involved in planning a strategic path forward in a competitive world.



Our approach to this project is designed to complete a successful plan by integrating concrete data analysis, (including recent market analyses in the area), with structured input from key stakeholders and the public-at-large. We understand that your city staff, City Planning Commission and City Council want to play an active role in this process. We welcome this and believe it will provide a strong foundation of effective leadership. Planning and economic development issues are complicated. It is important to keep your comprehensive plan up to date and to become a leader in the Kansas City area in integrating those issues into your other areas of concern – adapting to the multi-family market, utilization of public property, impacts on your revenue base and your mix of commercial and residential uses. It will not be a linear process, but it will result in a user-friendly document to help you implement it.

Based on our understanding of the issues identified in the RFP and our experience, we have outlined the following preliminary scope of work.

Task 1: Project Start-Up

The Collins Noteis team will meet with key city staff and any other key participants to finalize plans for the project time line, responsibilities, community engagement details, strategic planning component and work program.

Task 2: Strategic Planning

Our team has developed a particular area of expertise in blending “economic reality” principles into the aspirations and goals of the community by educating the public about economic development, land use, zoning and how they work together. As a former city manager and city planner, we know how difficult it can be for elected officials and staff to make sound long-range decisions and to create strategic priorities that will support those decisions. We have extensive experience in strategic planning for cities and not-for-profit organizations, especially where boards/commissions/elected officials need to work seamlessly with staff and still maintain public support. This experience includes the City of St. Joseph, the City of Gladstone, the Unified Government of Wyandotte County/Kansas City, KS and the Kansas City Area Transit Authority.

One of the first priorities for the consultant team and the city will be to discuss your goals for the strategic component of this process and then weave that particular process throughout the planning effort, or set it up as a discreet task before or after the public process begins.

Task 3: Data Gathering and Analysis

The consultant team will evaluate existing data provided by the city, complemented by our own additional data on trends and compare how the current plan elements are meeting current concerns and priorities. Based on this initial analysis, along with the economic development/market scan, the team will identify the key components of the current plan that will need updating and to what extent. These early decisions will drive the process for involving the community in preparing the new plan. After our assessment, we will review the current plan with you to determine the specific areas that need to be altered or updated and new areas that need to be addressed.

Task 4: Community Engagement

Collins Noteis & Associates has built their practice on the premise that every plan is better with strong participation by the community. We do not support superficial processes – we want people to become informed and provide meaningful input and consistent leadership in their community to become the strongest advocates for good planning and its benefits. There are multiple ways to do this and our team members, BBN Architects and Draper Communications, have employed many of them throughout the last 30 years. We pride ourselves on inventing some of the successful engagement methods used today in many projects in and around Kansas City. Each community deserves a specifically tailored engagement process, based on their strengths, habits, demographics, etc. We are proposing an initial process in this submittal, but if selected, will work with you to develop a process that is best suited for Westwood.

Often, the best results in citizen-participatory plans rely on consistency of attendance and participation, so that participants are continually helping move the plan forward and can inform others in the community about the issues, strategies and solutions. To emphasize consistency, we like to put willing citizens to “work” in different formats that incorporate fun and interesting techniques. There is an important role for the entire community, who are often best reached in different ways, depending on the population. Some people keep up actively with city notifications, some get information through organizations to which they belong and others use social media techniques. Whatever combination of methods is used, the community engagement process will run throughout the project time line.

There are many ways that volunteers and interested citizens can help with this process. In smaller communities, face-to-face time to work through controversial issues is the best method for finding compromises or making difficult strategic decisions. But families are busy and when attendance is prohibitive, they should be able to weigh in through other methods. We can utilize different ways to obtain as much useful feedback as possible such as social media, surveys, web site discussions, etc. However, it is equally, if not more important to know how to solicit meaningful input that really makes an imprint on a plan's results.



With a significant level of investment, web-based public input can be an effective tool, particularly for segments of the population that are unlikely to participate in the public forum setting. The interface we are suggesting is mySidewalk, which uses a project based website as an online forum and resource for files that support the master plan discussions. Initial questions would be posed at the start of the process, and based on how the process evolves, additional inquiries would be posted to move the conversation forward. Westwood citizens would be invited to participate through email, social media, and links from the

city's website.

To keep the project intact and moving forward, it is often useful to set up a group of civic leaders as a steering committee. It should include representatives from the stakeholders listed in the RFP that are tasked with making some key interim decisions between the larger community meetings. This group will evolve into your most informed and knowledgeable citizens who can help arbitrate disputes, build confidence and advocate for staying on track through the implementation of the plan. This group will meet for an orientation to the project and process while the data analysis is being completed.

The data and analysis completed in Task 3 will be presented to the steering committee and the first open community meeting in order to identify key issues and priorities that will guide the direction of the plan. The consultant team will then sort this feedback with the data analysis to determine key strategies and directions for more detailed development of the plan elements.

The citizens who want to participate will then be organized into working groups which might be based on the plan elements or on geography or by certain areas of interest. These work groups will be given assignments and might meet several times outside the community meetings. They will be lead by volunteer coordinators or "planning captains" who can help extend the critical discussion and idea generation that will serve to get the community excited about the possibilities.

At this important juncture, citizen participants, steering committee members, planning commissioners and council members need to know that no decisions will be made until the best ideas can be joined together into overall strategies that are woven together, rather than allowing advocates of any one idea or proponents of any particular element of the plan take precedence over the direction. The consultant team will use its experience and expertise to guide this process in a very structured and productive way to allow for diversity of expression and to keep moving forward.



Task 5: Development of Plan Alternatives

Our task will then be to develop alternative strategies or directions that reflect the community's work as well as the hard data available. These options will then be shared with the steering committee, the work groups and the public at large at the second open community meeting.

Feedback at this stage will then be recorded by the consultant team and synthesized into the final recommendations for the Final Plan (Task 6). A third open community meeting will share those results with all participants.

Task 6 : Final Plan

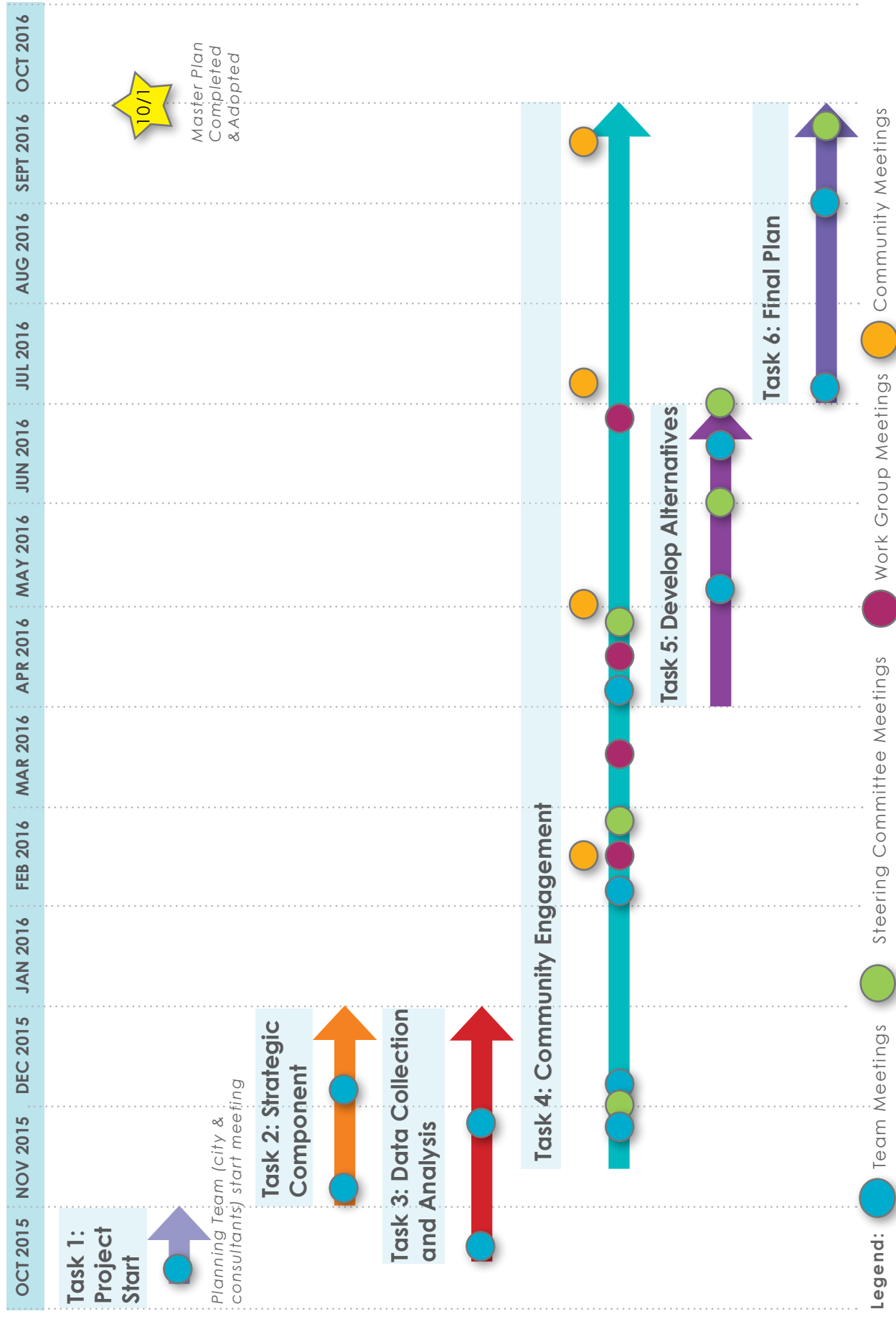
The final draft of the comprehensive plan and the strategic components the city has decided to include will be completed for review by the city team and the steering committee before moving through the public hearing process and council approval.

Throughout this process, the consultant team will provide the city with summary documents of the data and analysis, the strategic plan draft, work group results, public meeting and steering committee minutes, a draft of the key alternatives, a draft of the plan alternatives, drafts of the updated and/or new plan elements and the final plan which will include an action plan and responsibility matrix.

TIMELINE

MASTER PLAN FOR THE CITY OF WESTWOOD

City of Westwood, Kansas
Proposed Process Timeline



PROJECT TEAM

ORGANIZATIONAL CHART

CITY OF WESTWOOD, KANSAS

COLLINS NOTEIS & ASSOC.
urban & community planning

Vicki Noteis, AIA
principal-in-charge

Bob Collins
principal

Mary Jo Draper
draper communications
community engagement

BBN ARCHITECTS

landscape architecture, architecture

Scott Bingham ASLA, PLA, LEED-AP
principal-in-charge landscape architecture

Lorie Doolittle-Bowman, AIA
principal-in-charge architecture

Jared Buffington, MLA, ASSOCIATE ASLA
intern landscape architect

VICKI NOTEIS, AIA

PRESIDENT

thirty five years of experience

bachelor of architecture (cum laude), kansas state university, 1976

Vicki Noteis, AIA, President, is an architect and urban planner with over 35 years of experience in both the public and private sectors. She specializes in finding solutions to complex urban problems by incorporating creative, meaningful, and data-driven public participation. As a result, communities develop successful individualized solutions to the overlapping complications of planning, urban design, community expectations, public policy, regulations and market and development realities.

Prior to forming CNA in 2004, Vicki served as Assistant City Manager and Director of Planning and Development for the City of KCMO. Under her direction, the City completed its first comprehensive master plan since 1947, the FOCUS Kansas City Plan. FOCUS received the APA's National Award for Excellence for the best City Plan in 1997.

Vicki has served as President of AIA/Kansas City and as Chair of the Architectural Division of the Missouri Licensing Board for Architects, Engineers and Land Surveyors. Vicki served 5 years on the KCMO City Plan Commission. She has served as an adjunct faculty member of the Architecture Urban Design + Planning Department at UMKC and frequently lectures on Kansas City history and development patterns.

REPRESENTATIVE PROJECTS:

- Comprehensive Plan Update for City of Lansing, KS
- Comprehensive Plan Update for Unified Government of Wyandotte County/Kansas City, Kansas
- Area Plan Update for Hickman Mills, KCMO
- Comprehensive Plan for Roeland Park
- Mission East Gateway Plan
- K – 7 Corridor Economic Development Analysis for MARC
- Troost Corridor Redevelopment Plan
- Emanuel Cleaver II Blvd. & Troost Redevelopment Plan
- State Ave. Redevelopment Plan for KC., KS
- the Armour Boulevard PIEA Plan KC., MO
- Southside St. Joseph Redevelopment Plan
- Vine Street District Economic Development Plan, KC., MO

PROFESSIONAL RECOGNITION:

- "Excellence in Public Service Award," City of Kansas City, Missouri 1994
- "Best Public Administrator Award", American Society of Public Administration (ASPA) KC Metro 1999
- Kansas State University, Alumni Fellow Award, 1998

PROFESSIONAL APPOINTMENTS:

- American Institute of Architects (AIA), KC Chapter President, 1996; Missouri Distinguished Service Award, 1998
- American Planning Association, Active Member
- Missouri State Licensing Board, Chair, Architectural Division, 1997 to 2003

ROBERT COLLINS

VICE PRESIDENT

thirty four years of experience

bachelor and masters of arts (economics), university of missouri-kansas city

masters of arts-urban planning, university of michigan, ann arbor

Robert Collins is Vice-President of the consulting firm Collins Noteis & Associates in Kansas City, Missouri. CNA specializes in urban and community planning, strategic planning, economic development and government affairs.

Prior to establishing CNA, Mr. Collins served as City Manager for Kansas City, Missouri for seven years. In a 27 year career at City Hall, Mr. Collins also served as Assistant City Manager and Director of City Development. He earned a Bachelor of Arts and a Master degree in Economics from the University of Missouri at Kansas City and Masters in Urban Planning from the University of Michigan at Ann Arbor, Michigan.

Mr. Collins' responsibilities as City Manager in Kansas City, (a Council-manager form of government) included direction of 19 City Departments, 8,000 employees and an annual budget of \$950,000,000. With a population of 450,000 and twelve City Council members and the Mayor, Mr. Collins maintained a high level of communication with business and neighborhood interest groups.

With 34 years of experience in both the public and private sectors, Mr. Collins has provided strong leadership on development issues in Kansas City and the region. He has a unique perspective that acknowledges the different responsibilities and roles demanded by elected officials, non-profit organizations and the public in solving complex problems and a track record of effective implementation.

REPRESENTATIVE PROJECTS:

- Redevelopment Plan for Heartland Health in St. Joseph, MO.
- Feasibility Study and Development Plan for Truman Medical Center Lakewood Campus in Kansas City, MO.
- Feasibility Study and Redevelopment Plan for the Southside Development Corporation in St. Joseph, MO.
- Feasibility Plan for Urban Grocery Store for Truman Medical Center in Kansas City, MO.
- The City-Wide Master Plan for the Unified Government of Wyandotte Co./Kansas City, Kansas (in association with HNTB)
- The Comprehensive Plan Update for Roeland Park, Kansas
- The Vine Street Economic Development Plan in Kansas City, MO.

PROFESSIONAL APPOINTMENTS:

- International City Management Association, Member
- American Planning Association, Member
- Urban Land Institute, Member
- University of Missouri, Kansas City (UMKC), Dept. of Political Science, Instructor

MARY JO DRAPER

thirty years of experience in public involvement, engagement, and strategic communications

bachelor of science, ohio university, athens, 1974

masters of journalism, university of missouri/columbia, 1984

Mary Jo Draper, founder of Draper Communications, brings nearly 15 years of experience in providing public involvement assistance, public relations and strategic planning services to governments, businesses and nonprofits. Mary Jo develops websites and assists with social media efforts for numerous government agencies and their projects and other organizations. Mary Jo also maintains a daily online news site, the Midtown KC Post, sharing content daily on Facebook, Twitter and through other social media tools.

Mary Jo provides support to organizations in reaching their strategic and communications goals through communication with various audiences. Mary Jo has experience in assisting in strategic communications planning and execution of plans, developing public involvement plans, providing consultation and training in writing for the web, electronic newsletters and communicating with audiences.

REPRESENTATIVE PROJECTS:

- NextRail Streetcar Expansion, Kansas City, Missouri
- Westport Traffic Study, Kansas City, Missouri
- Legal Aid of Western Missouri Strategic Communications Plan, Kansas City, Missouri
- Kansas City Dropout Prevention Summit, Kansas City, Missouri
- KC Safe City Initiative, Kansas City, Missouri

SCOTT BINGHAM

ASLA, PLA, LEED-AP
PRINCIPAL

fifteen years experience with bbn architects, inc.

bachelor of architecture, kansas state university, 1996

masters of architecture, university of kansas, 2001

registered in: kansas, missouri

Scott Bingham is the Principal Landscape Architect with BBN Architects, Inc. and leads the landscape architectural efforts for the firm. Scott is responsible for a wide variety of project types, ranging from outdoor plazas and parks, to natural stormwater systems, to the grounds for some of Kansas City's most recognized institutions. This diversity of experience brings a comprehensive approach and set of skills to every project, regardless of its scale or purpose.

From a project's early conceptual design to its post-occupancy evaluations, Mr. Bingham is dedicated to seeking out new methods on how to bring the most value to both our clients and the design teams we collaborate with.

REPRESENTATIVE PROJECTS:

- Redevelopment Plan for Heartland Health, St. Joseph, Missouri
- Cultural Arts District, Kansas City, Missouri
- Lea McKeighan Park, Lee's Summit, Missouri
- Roe Park Master Plan and Final Design, Overland Park, Kansas
- Cleaver Boulevard Improvements, Kansas City, Missouri
- Blue Earth Plaza and the Flint Hills Discovery Center, Manhattan, Kansas
- Sprint Arena, Kansas City, Missouri
 - Merit Award for Design Excellence from the American Society of Landscape Architects, Prairie Gateway Chapter*
- Kansas City Art Institute, East Gate, Kansas City, Missouri
 - Merit Award for Design Excellence from the American Society of Landscape Architects, Prairie Gateway Chapter*

PROFESSIONAL RECOGNITION:

- Alumni Honoree, Kansas State University, 2006
- Robert Ealy Award, Prairie Gateway Chapter of ASLA, 2006

PRESENTATIONS:

- Kansas City Design Week, Presentation on Memorials (2012)
- Kansas City Metro Public Works Conference, Overland Park, KS (2011)
- International Conference on Sustainable Design and Construction, Kansas City, MO (2011)
- Kansas Environmental Conference, Topeka, KS (2011)

PROFESSIONAL APPOINTMENTS:

- 47th and Mission Development Committee, Westwood, KS, Chairperson (2008-Current)
- Prairie Gateway Chapter of ASLA, LINKS Committee (2009-2012)
- Prairie Gateway Chapter of ASLA, Chapter Treasurer (2001-2003)

LORIE DOOLITTLE-BOWMAN AIA

PRINCIPAL

twenty-six years experience with bbn architects, inc.

bachelor of environmental design at university of kansas, school of architecture 1980

registered in: kansas, missouri, colorado

In Lorie Doolittle-Bowman's 35 years of professional practice, Lorie has articulated the missions of numerous public and private facilities through unique designs for their buildings and site features. Her designs are expressive of the firm's emphasis on the integration of nature and architecture, and reflect sensitivity to their environment, context, and mission. Her ability to manage large and complex projects, and facilitate consensus among diverse client representatives and community groups serves to benefit these projects. Her diversified experience includes; recreational and educational facilities, commercial facilities, visitor centers, wineries, public gardens, parks and streetscapes, preservation of historic buildings, and fountains.

REPRESENTATIVE PROJECTS:

- Cultural Arts District, Nelson Atkins Museum of Art, Kansas City, Missouri
- TMC Lakewood, Kansas City, Missouri
- Hospital Hill, Kansas City, Missouri
- New Orangutan Exhibit, Kansas City Zoo, Kansas City, Missouri
- Helzberg Penguin Plaza, Kansas City Zoo, Kansas City, Missouri
- Mizzou Tennis Center, University of Missouri, Columbia, Missouri
- Johnson Administration Building Remodel, 4-H Rock Springs Ranch, Junction City, Kansas
- Horticultural Science Center, Johnson County Community College, Overland Park, Kansas
 - Honor Award for Art in Architecture from AIA Kansas City*
 - Merit Award for Design Excellence from AIA Kansas*
- KCI Parking & Bus Operations Administration Building, Kansas City, Missouri
- Chi Omega Sorority House Preservation & Renovation, Lawrence, Kansas
- Loose Park Rose Garden Fountain, Kansas City, Missouri
 - Merit Award for Design Excellence, Prairie Gateway Chapter ASLA*
- Blue Earth Plaza Park & Downtown Streetscape, Manhattan, Kansas

PROFESSIONAL RECOGNITION:

- Kansas City's Women Who Mean Business 2010, Kansas City Business Journal
- Kansas City's 50 Most Influential Women 2008, KCB Magazine.

PUBLICATIONS:

- "A Decade of Art in Architecture" 1992-2002, The Institute of Classical Architecture 2003 Traditional Building Magazine
- "Kansas City, The City of Fountains"

PROFESSIONAL APPOINTMENTS:

- Advisory Board for Women Philanthropists for KU (WP4KU), KU Endowment
- Chamber of Commerce Centurion
- Board of Directors for CASA of Jackson County, member
- Friends of the Libraries at Kansas State University
- VP of Facilities for the Corporation Board of the Chi Omega Sorority, University of Kansas

JARED BUFFINGTON

INTERN LANDSCAPE ARCHITECT

three years experience with bbn architects, inc.

non-baccalaureate master of landscape architecture, kansas state university, 2012

Jared Buffington is an intern landscape architect at BBN Architects and has developed a broad portfolio of work ranging from large scale master planning studies to university work to smaller scale park revitalization and design projects. He participates in projects from schematic design through construction completion.

Jared is interested in the importance of stormwater management and how it can play both an environmental as well as an aesthetic role in the landscape. He strives to incorporate his master's research and thesis work on vegetated stormwater management systems into the design challenges that he is a part of every day.

REPRESENTATIVE PROJECTS:

- Kansas State University Student Recreation – NCAA Women's Tennis Facility, Manhattan, KS
- Overland Park Arboretum Sculpture Garden Master Plan, Overland Park, KS
- Roe Park Master Plan, Overland Park, KS
- Broadway Plaza, Concordia, KS
- Lea McKeighan Park, Lee's Summit, MO
- Kansas City Zoo Orangutan Exhibit, Kansas City, MO

PROFESSIONAL ASSOCIATIONS:

- American Society of Landscape Architects (ASLA)
- Prairie Gateway Chapter of ASLA

PROFESSIONAL RECOGNITION:

- Recipient of the Golf Course Builders Association of America Foundation Scholarship for design concepts focusing on the integration of bio retention stormwater practices with golf courses, 2011-2012.

EXPERIENCE

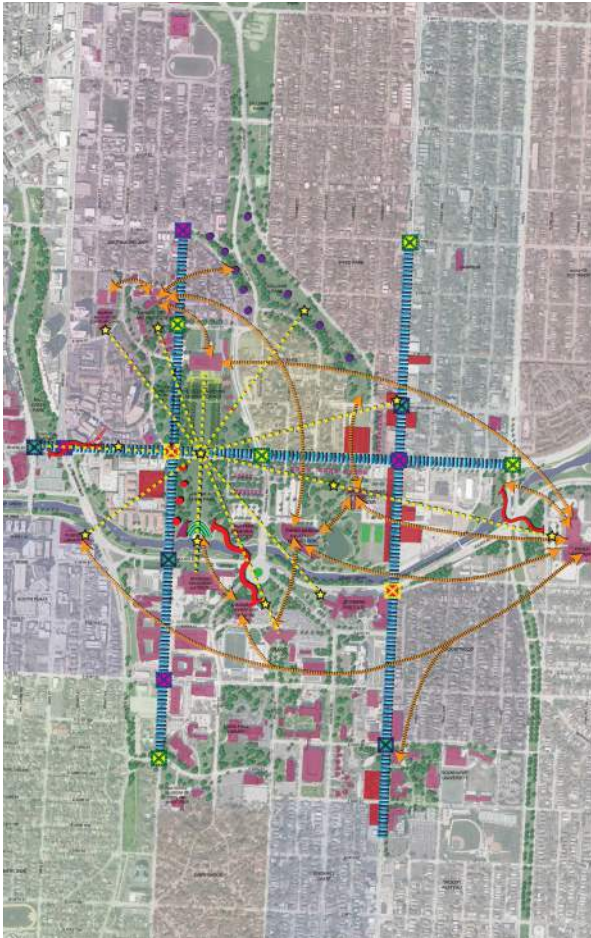
CULTURAL ARTS DISTRICT

MASTER PLAN

location: kansas city, missouri

client: nelson atkins museum of art

role: master planning

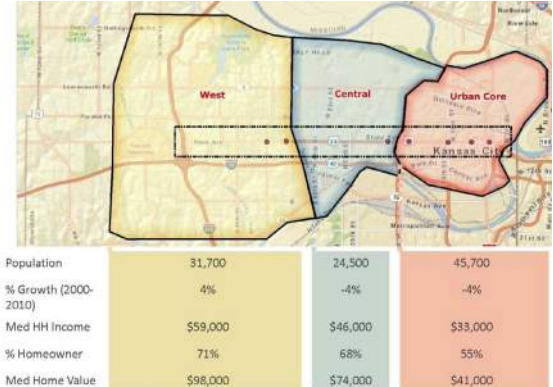


Collins Noteis & Associates and BBN Architects are now in the final phase of the Envisioning a Cultural District Plan, leading a focused public planning effort to improve the connections between the many attractive components of the Midtown/Plaza area. As one of the most beautiful in Kansas City, this area abounds in beloved and historic parks and boulevards, urban neighborhoods, nationally recognized universities, the unique Country Club Plaza, and an array of eclectic architecture from Main St. to the Paseo. It is also home to the Nelson-Atkins Museum of Art, the Missouri Repertory Theatre, the Kauffman Foundation, the Missouri Conservation Commission, among many other institutions, businesses, neighborhoods and churches that have played a significant role in maintaining Kansas City's distinctive quality of life. The ultimate goal is to establish a cohesive district that highlights existing amenities while adding others that will enhance its vibrancy and accessibility as an identifiable place for Kansas Citians and visitors to enjoy.

STATE AVENUE CORRIDOR PLAN

location: kansas city/wyandotte county, kansas

client: mid-america regional council



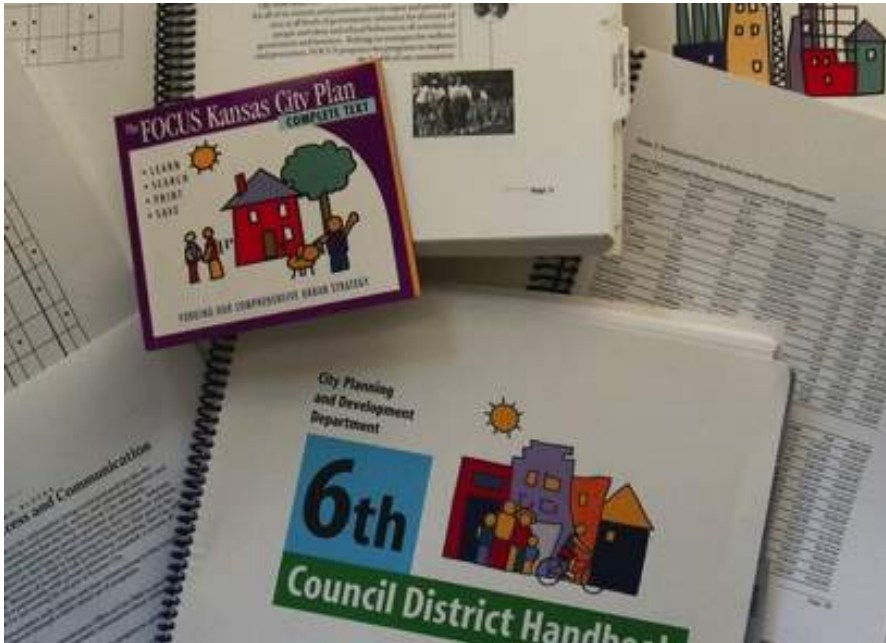
The State Avenue Corridor Plan was one of six corridor plans initiated by the Mid-America Regional Council's Creating Sustainable Places grant to focus planning and development efforts along major transit corridors in the metropolitan area. These corridors are envisioned to be vibrant, connected, and green examples of more sustainable development models. State Avenue is a prominent east-west arterial in Kansas City, Kansas, that connects downtown with the International Speedway and the Village West development on the western edge of the county. Over 13 miles in length, State Avenue is planned as a new BRT line and includes the urban core of Kansas City, Kansas, the post-WWII suburbs and it's newest and healthiest developments. Collins Noteis & Associates was part of a multi-disciplinary team led by Wallace Roberts & Todd to develop new sustainable models for redevelopment of two major nodes along the corridor. Based on market analysis, the team worked with specific property owners to create realistic development plans that meet future market demand and can serve as pilot projects for long-term sustainable models and catalysts for greener redevelopment along the corridor.

FOCUS KANSAS CITY

COMPREHENSIVE PLAN

location: kansas city, missouri

client: city of kansas city, missouri



As Director of City Planning and Development, Vicki Noteis led the FOCUS Kansas City process, supported by Bob Collins, then City Manager, who provided strategic advice and assistance. A major undertaking, FOCUS Kansas City is City of Kansas City, Missouri's first comprehensive plan since 1947, and employed an innovative process developed in-house which included extraordinary amount of public participation (15,000 citizens) and analysis of local, regional and national data concerning then-current conditions.

The project included two intense phases:

- Phase I-The Policy Plan (vision statement and 14 Principles for Policy)
- Phase II- The Strategic and Comprehensive Plan (seven distinct yet interwoven component plans that detail action steps needed (such as the Neighborhood Prototypes Plan and Human Investment Plan)).

Vicki and Bob's leadership roles included:

- Compilation of extensive background materials, including national and local data and trends for sharing with public participants
- Development of process structure with Steering Committee, elected officials, and plan work groups
- Development of project image and outreach strategies
- Development and implementation of collection and review of participant input.

Particular emphasis was placed on ensuring that citizen input was documented and counted so that the process would be citizen driven, not consultant and city staff driven.

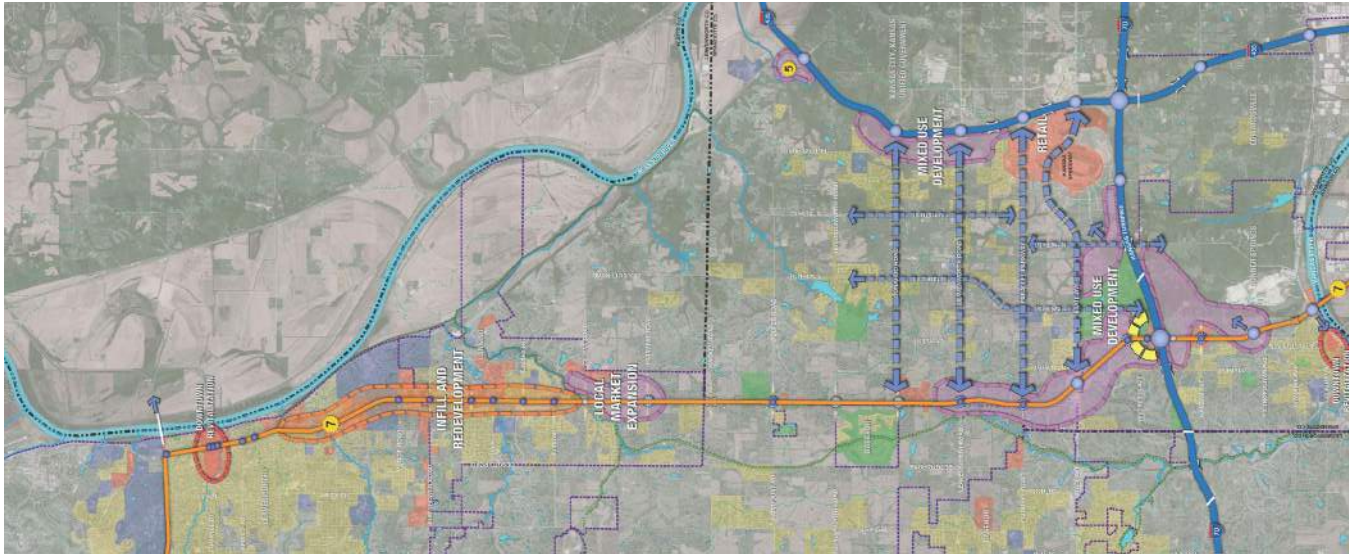
In addition, implementation methods were also developed, so that fifteen years after adoption by the Mayor and City Council, the Plan is still consulted and used as a guideline for leading discussion and decision-making by public officials and private citizens.

K-7 CORRIDOR

ECONOMIC DEVELOPMENT STRATEGY

location: leavenworth and wyandotte counties

client: mid-america regional council



The K-7 Corridor Economic Development Strategy was initiated by the Mid-America Regional Council with Leavenworth and Wyandotte Counties and the cities along K-7 Highway to develop a land use and economic strategy that aligns with KDOT's planned future conversion of the highway to a freeway.

CNA, working with a team of consultants, coordinated data and input from community leaders, elected officials and technical professionals to review the impact of the proposed freeway on local jurisdictions and property owners and, based on market analysis and financial impact projection, prepared recommendations for phasing of the new freeway improvements. These improvements will help generate more opportunities for retail, office, light industrial and residential development around planned interchanges.

The strategy includes implementation steps for the multiple jurisdictions to work together in a normally competitive environment so that they can grow together and, through design guidelines and an emphasis on quality development, maximize the benefits from anticipated growth and create a new image for the corridor.

SOUTH ST. JOSEPH REDEVELOPMENT PLAN

location: st. joseph, missouri

client: southside st. joseph redevelopment corporation

role: planning



The South St. Joseph community, commonly known as Southside, is an historic and eclectic mix of businesses, residential and industrial land uses related to the original stockyards, railroad and meat packing industries dating from 1887. The area has declined since the stockyards declined and surrounding industries changed. It still remains a tight-knit community and home to over 5,000 residents, numerous small neighborhood businesses and large industrial users.

The redevelopment plan was completed in early 2012 under the leadership of local civic leaders with active community involvement from residents as well as business owners and local elected officials. The plan outlines a redevelopment strategy for converting the 120 year old "junction" area into a unique, lively cultural arts and entertainment district that emphasizes the community's historic buildings and character.

It is envisioned to rebuild the local business strength and create new public gathering space for events, a farmer's market, space for galleries, boutique shops and district signage, streetscape and identity markers. It includes plans for new infill development as well as renovation of existing buildings and new parking. The plan includes 14 implementation steps for the community to pursue to bring the redevelopment vision to fruition.

EAST GATEWAY REDEVELOPMENT PLAN

location: mission, kansas

client: city of mission, kansas

role: planning, architecture, & landscape architecture



The East Gateway Redevelopment Plan established the framework for a District wide revitalization of the tri-city area of Mission, Roeland Park and Fairway, Kansas. BBN Architects was assisted by Collins Noteis and Associates to facilitate an extensive public process. Key features of the plan include: higher density mixed-use development, neighborhood preservation, a new Transit Center for The Jo, parks, trails, more urban housing types, and exciting public spaces designed to make a great community even better.

The redevelopment plan is supported by a signature streetscape concept designed by BBN, exemplifies the City's commitment to Green initiatives through a system of sustainable infrastructure and public realm amenities that express the unique character of the community. Compelling pavement patterns executed in recycled asphalt pavers celebrate the City's historic and contemporary context. Way-finding and branding elements reiterate the City's identity and enhance the legibility of the streetscape.

HOSPITAL HILL URBAN GROCERY MARKET

location: kansas city, missouri

client: hospital hill economic development corporation

role: master planning



Collins Noteis & Associates, BBN Architects, Development Strategies Inc., and Taliaferro & Browne recently collaborated on a feasibility study aimed at curing the food desert within the vicinity of Truman Medical Center in downtown Kansas City, Missouri.

The planning team analyzed two potential sites within the urban core, facilitated a public planning survey and workshop, and reviewed the findings of a market analysis. These efforts established the framework that guided the final planning recommendations and the development of alternative design concepts for the chosen site at 27th & Troost Avenue. The study continues to guide the realization of an affordable, accessible, nutritious community grocery/ wellness retail center that will serve as a model for other areas of the city.

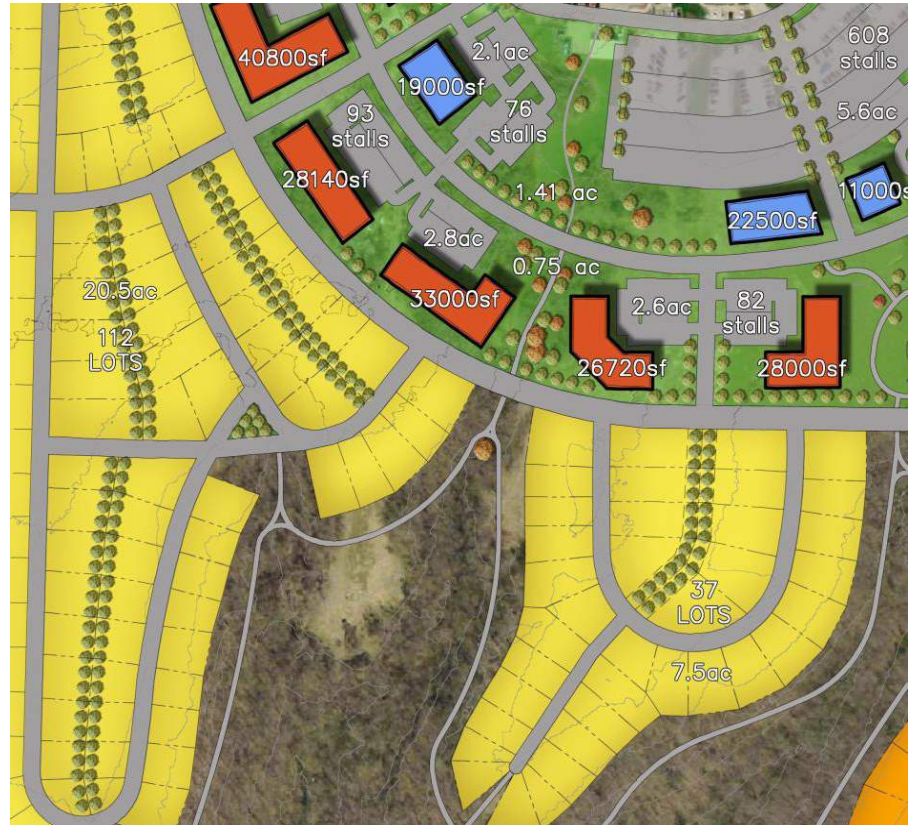
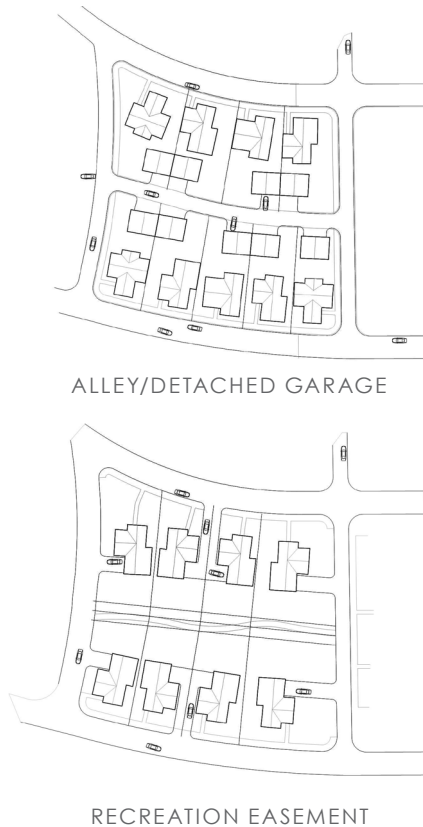
Special Community Initiative Award, Missouri State Chapter of The American Planning Association, 2012

TMC LAKEWOOD HOSPITAL DEVELOPMENT MASTER PLAN

location: kansas city, missouri

client: truman medical center - lakewood hospital

role: master planning



The Lakewood Hospital Master Plan envisions a sustainable, mixed use, health-centered development that draws the surrounding community closer to the hospital while extending the hospital's presence in to the community through new land uses and activities that encourage a focus on healthy living.

Collins Noteis & Associates, BBN Architects, Development Strategies and Copaken Brooks led the planning process establishing a financially feasible program, a detailed land use plan, and a set of planning principles to support the vision.

The effort is a testament of the commitment of Lakewood Hospital and Truman Medical Center toward building healthy communities, and when implemented, will be a model of new urbanist design principles that highlight a mix of income, age and background with a strong element of communal public space.

REFERENCES

Collins Noteis & Associates

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richardson@wycokck.org

Mr. Bob Langenkamp, President Kansas City Economic Development Corporation
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Kansas City, MO 64106
815-691-2105
blangenkamp@edckc.com

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BBN Architects

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Catherine Futter, The Louis L. and Adelaide C. Ward Senior Curator of European Arts
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Kansas City, MO 64111
(816) 751 1314
cfutter@nelson-atkins.org

FEE PROPOSAL

Fee Proposal

This fee represented below is projected on our understanding of the project scope. Tasks 4a and 4b are listed separately to allow the city to make their own assessments of whether the benefits of these tasks are justified given the associated expenses. The reimbursable expenses shown include, but are not limited to, in-house printing, the color reports requested, local travel, and modest refreshments at the Community Outreach Meetings. Knowing that much had to be assumed at producing all of these figures, the consulting team is willing to adjust this scope as the city sees fit to meet the desired goals and budget constraints.

	<i>Fee</i>	<i>Reimbursables</i>	<i>Task Total</i>
Task 1 Project Start-Up	\$ 2,355.00	\$ -	\$ 2,355.00
Task 2 Strategic Planning	\$ 6,350.00	\$ 100.00	\$ 6,450.00
Task 3 Data Gathering & Analysis	\$ 6,780.00	\$ 150.00	\$ 6,930.00
Task 4 Community Engagement	\$ 34,797.00	\$ 2,500.00	\$ 37,297.00
Task 4a Web-Based Community Engagement	\$ 8,710.00	\$ 1,500.00	\$ 10,210.00
Task 4b Work Group Meetings	\$ 5,080.00	\$ 100.00	\$ 5,180.00
Task 5 Development of Plan Alternatives	\$ 27,994.00	\$ 300.00	\$ 28,294.00
Task 6 Final Plan	\$ 17,286.00	\$ 1,200.00	\$ 18,486.00
Total	\$ 109,352.00	\$ 5,850.00	\$ 115,202.00

Position	Hourly Rate
Principal Planner	\$ 175.00
Principal Architect	\$ 209.00
Principal Landscape Architect	\$ 145.00
Landscape Architect Intern	\$ 65.00
Community Engagement Facilitator	\$ 100.00

CERTIFICATES OF INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

AJL
R002DATE (MM/DD/YYYY)
7/24/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CRETCHER HEARTLAND LLC/PHS 330076 P:(866) 467-8730 F:(888) 443-6112 PO BOX 29611 CHARLOTTE NC 28229	CONTACT NAME:		
	PHONE (A/C, No, Ext): (866) 467-8730	FAX (A/C, No): (888) 443-6112	
	E-MAIL ADDRESS:		
	INSURER(S) AFFORDING COVERAGE		
INSURED COLLINS NOTEIS & ASSOC. LC 1600 GENESSEE ST STE 354 KANSAS CITY MO 64102	INSURER A: Hartford Fire Ins Co		NAIC# 19682
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

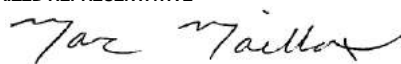
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY			37 SBA AP2110	04/15/2015	04/15/2016	EACH OCCURRENCE	\$1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$500,000
	<input checked="" type="checkbox"/> General Liab	<input checked="" type="checkbox"/>					MED EXP (Any one person)	\$10,000
							PERSONAL & ADV INJURY	\$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$2,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG	\$2,000,000
	OTHER:							\$
	A	AUTOMOBILE LIABILITY						37 SBA AP2110
<input type="checkbox"/> ANY AUTO				BODILY INJURY (Per person)	\$			
<input type="checkbox"/> ALL OWNED AUTOS		<input type="checkbox"/>	<input checked="" type="checkbox"/>	BODILY INJURY (Per accident)	\$			
<input checked="" type="checkbox"/> HIRED AUTOS		<input checked="" type="checkbox"/>	<input type="checkbox"/>	PROPERTY DAMAGE (Per accident)	\$			
					\$			
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	EXCESS LIAB						AGGREGATE	\$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/>	N/A				E.L. EACH ACCIDENT	\$
							E.L. DISEASE- EA EMPLOYEE	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Those usual to the Insured's Operations. Certificate Holder is an Additional Insured per the Business Liability Coverage Form SS0008, and the Hired Auto and Non-Owned Auto Endorsement SS0438 attached to this Policy.

CERTIFICATE HOLDER**CANCELLATION**

THE CITY OF WESTWOOD KANSAS 4700 RAINBOW BLVD WESTWOOD, KS 66205	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	--

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ACORDTM**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

03/27/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Holmes Murphy-Kansas 6300 W. 143rd Street Suite 200 PC/Prof. Liability-Kansas City Overland Park, KS 66223	CONTACT NAME: Monica Wilks	
	PHONE (A/C, No, Ext): 913 660-1220	FAX (A/C, No): 866 501-3940
E-MAIL ADDRESS: mwilks@holmesmurphy.com		
INSURED BBN Architects, Inc. 411 Nichols Rd., Suite 246 Kansas City, MO 64112	INSURER(S) AFFORDING COVERAGE	
	INSURER A : XL Specialty Insurance	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
INSURER F :		
NAIC # 37885		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY						
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE \$
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
							GENERAL AGGREGATE \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						\$
	AUTOMOBILE LIABILITY						
	<input type="checkbox"/> ANY AUTO						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per person) \$
	<input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	<input type="checkbox"/> OCCUR						\$
	<input type="checkbox"/> CLAIMS-MADE						\$
	DED <input type="checkbox"/> RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / <input type="checkbox"/> N						WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	(Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			DPR9723409	04/01/2015	04/01/2016	\$2,000,000 per claim \$2,000,000 annl aggr

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Proposal Certificate

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Karen Boyer



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/16/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Charlson-Wilson Insurance 555 Poyntz Avenue, Suite 205 P.O. Box 1989 Manhattan KS 66505-1989		CONTACT NAME: Elizabeth Smoller PHONE (A/C, No, Ext): (785)537-1600 E-MAIL ADDRESS: bsmoller@charlsonwilson.com FAX (A/C, No): (785)537-1657	
INSURED Bbn Architects Inc 228 Poyntz Ave Manhattan KS 66502		INSURER(S) AFFORDING COVERAGE INSURER A: Ohio Security Insurance Company INSURER B: The Ohio Casualty Insurance Company INSURER C: American Fire and Casualty Company INSURER D: American States Insurance Co. INSURER E: INSURER F:	
		NAIC # 24082 24074 24066 19704	

COVERAGES**CERTIFICATE NUMBER:**2015-2016 Master**REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BZS55202057	7/11/2015	5/1/2016	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ Empl Rel Practies Liab \$ 25,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			BAS55202057	7/11/2015	7/11/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist combined \$ 1,000,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			USO55202057	7/11/2015	7/11/2016	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	XWA55202057	5/1/2015	5/1/2016	PER STATUTE E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D				01-CH-515064-9	7/11/2015	7/11/2016	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Proposal Certificate

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Brooke Steiner/AMB

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