

RFP # 24-008 KEY WEST CITY-WIDE COMPREHENSIVE SAFETY ACTION PLAN

CITY OF KEY WEST | 08.04.24



FORESITE
group

Foresite Group, LLC dba
Foresite Consulting Group of Florida, LLC
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Peachtree Corners, GA 30092
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w | ForesiteGroup.net

POINT OF CONTACT: Erik Steavens
esteavens@fg-inc.net

September 4, 2024

City of Key West
1300 White Street
Key West, FL 33040
ATTN: City Clerk

RE: Key West City-wide Comprehensive Safety Action Plan RFP # 24-008

Dear Selection Committee,

We appreciate the opportunity to submit our qualifications for Key West's SS4A plan. Our firm brings together a unique blend of practitioners, planners, and engineers to guide this innovative effort. Our goal is to help the city develop an implementation-based plan that can secure funding from state and federal partners for its execution. Foresite Group, LLC (Foresite) is a multi-disciplinary planning, engineering, design, and consulting firm offering full-service solutions across various disciplines, including transportation, civil, structural, mechanical, electrical, plumbing, landscape architecture, broadband, and wireless. Foresite Group has a strong presence in Florida, including an office in Tampa. We are actively working with communities in Georgia that, like Key West, have won initial SS4A planning funds.

We are proud to continue our partnership with High Street Consulting, a leader in safety data analysis and planning, who has worked on several State DOT safety plans prior to the SS4A program's inception. High Street is currently serving as a subconsultant on our SS4A studies and leading other SS4A efforts in the Northeast. Additionally, we have partnered with Holt Communications, a Florida DBE firm with extensive experience in public engagement and equity analysis, particularly in SS4A studies. Together, our firms provide the expertise necessary to develop a plan tailored to Key West, enabling the city to achieve quick wins, implement small, high-impact projects, make safety-focused internal operational changes, and set the stage for broader initiatives through additional state and federal funding.

KEY HIGHLIGHTS OF OUR APPROACH INCLUDE:

- 1. Utilizing Safe System Approach:** We're committed to developing SS4A action plans rooted in the Safe System Approach, emphasizing safe road users, vehicles, speeds, roads, and post-crash care. Our team has extensive experience implementing this approach in SS4A plans nationwide.
- 2. Expertise in Accident Data Evaluation:** By leveraging diverse data sources and assessment tools, we address all safety concerns comprehensively. We analyze GIS data, along with state and national databases, to identify potential locations for safety improvements.
- 3. Public Engagement:** Recognizing the importance of public involvement, we'll tailor an engagement plan for Key West that combines in-person meetings and technology to ensure inclusive participation, drawing from our extensive experience in public engagement.

The Foresite Team enjoys working with smaller communities that value tangible results. Our team includes practitioners with local government experience who understand the unique challenges of a city like Key West. We recognize that you're seeking to leverage this safety grant to develop a plan and secure funding to address real issues. Our proposed project manager, Erik Steavens, brings over 30 years of experience across local, state, and federal transportation agencies. He will guide the project steering committee with a focus on practical, effective solutions. Our team will ensure that projects are both technically sound and politically viable, helping secure over \$100M in discretionary funding for local jurisdictions using this approach.

We hope to have the opportunity to assist the Key West make informed decisions on addressing its transportation network for now and the future.

FORESITE GROUP, LLC



Erik Steavens
Project Manager

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INFORMATION PAGE

Include project name, name of vendor submitting the response, name of contact person and contact information for the person who has authority to make representations for the applicant/firm, including name, title, address, telephone and fax numbers and email addresses.

PROJECT NAME	City of Key West City-wide Comprehensive Safety Action Plan RFP # 24-008
NAME OF VENDOR SUBMITTING THE RESPONSE	Foresite Group, LLC dba Foresite Consulting Group of Florida, LLC
CONTACT PERSON AND CONTACT INFORMATION NAME, TITLE, ADDRESS, TELEPHONE AND FAX NUMBERS AND EMAIL ADDRESSES	Erik Steavens Transportation Program manager 3740 Davinci Ct, Suite 100 Peachtree Corners, GA 30092 o 770.368.1399 f 770.368.1944 esteavens@fg-inc.net



C

FIRM BACKGROUND

Details on the qualifications of the applicant/
firm, including documentation of the applicants'
experience with similar work, for local
governments during the past ten (10) years.

EXPERIENCE OF PRIMARY FIRM

Foresite Group is a privately held, full-service engineering, planning, and design firm. Since January 24, 2003, we have provided comprehensive consulting services to public and private clients throughout the country. We have been a local government transportation planning consultant since 2009. Our team takes pride in its accomplishments; we enjoy enhancing and developing the cities and communities where we live, work, and raise our families. Regardless of size, we plan, design, and engineer our projects to positively impact their surroundings and strengthen their communities. With 173 associates in 17 offices, our experienced, award-winning team understands the complexities of each individual site and provides efficient, effective, and economical solutions.

Our 21 years of success is driven by our prioritization of our client relationships. We strive to understand our clients' challenges and the maintenance resources they have available to factor into our design approach. Our goal is to understand our clients' goals and priorities and communicate what is most important for the client to our team.

For infrastructure and public works projects, we focus on designing and planning assets that are easy to maintain and have longevity. Our design is also oriented around sustainability, functionality, and efficiency. Our approach to projects begins by outlining our client's project needs, timeframe, and budget available. From there, we provide concepts with approximate budgets, schedules, benefits, and risks to help the client determine which direction should be taken to best achieve their goals. Along with the client's direction, we coordinate with surveyors, geotechnical engineers, and other design team members to assemble solid base information (as the accuracy of budgets and quality of decisions are only going to be as good as the base information), review the information, and develop the concept into a working design. With updates to budgets and schedules and another round of review with the client to confirm the design appears the best approach to meet their needs, we will proceed with development of construction drawings and specifications for the project to be competitively bid. Foresite Group typically works with clients to also aid during the bid process, conducting meetings to help communicate expectations and answer questions. Finally, Foresite Group remains a partner throughout the construction process to help interpret construction drawings. They will work with the owner to make sure that the contractor or third party is conducting proper testing, close-outs, and provision of as-builts and records needed for operation/main.

We have the capability to handle much of your planning and design service needs in-house, which gives us a unique perspective on project communication, design collaboration, schedule management, and cost control. We understand the ins and outs of community projects, and we are committed to providing efficient and economical designs within your schedule and budget. Our multi-disciplinary, collaborative structure has guided our approach to providing comprehensive consulting services to both public and private clients nationwide.

TRAFFIC / TRANSPORTATION SERVICES

The experience of our engineers, planners, and designers span multiple modes of transportation. Whether by foot, car, or bike, we are experienced in connecting people to places. Planning and designing for community connectivity is key and understanding the ebb and flow of all types of traffic is essential. This is one reason why our traffic team includes traffic engineering and transportation planning professionals. We attack each problem from multiple angles and collaborate across disciplines to achieve truly sustainable results. Our clients enjoy working with us because our transportation solutions are known for their creativity, safety, and feasibility.

- Bike/Pedestrian Studies
- Corridor Studies
- Forecasting/Modeling
- Intersection Design
- ITS Design
- Legal Traffic Review
- Roundabout Analyses and Design
- Safe Streets for All (SS4A) Planning
- Safety and Crash Analyses
- Sidewalk Design
- Signal Design, Timing and Implementation
- Signal Warrant Analyses
- Signing and Marking Plans
- Traffic Control Plans/MOT
- Traffic Impact Studies
- Traffic Simulation
- Transportation Planning

PROFESSIONAL SERVICES (IN-HOUSE)

We have the capability to handle the majority of your planning and design service needs in-house, which gives us a unique perspective on project communication, design collaboration, schedule management, and cost control. We understand the ins and outs of community projects, and we are committed to providing efficient and economical designs within your schedule and budget. Our multi-disciplinary, collaborative structure has guided our approach to providing comprehensive consulting services to both public and private clients nationwide. Our professional services for this project include:

- Civil Engineering
- Structural Engineering
- Landscape Architecture
- MEP Engineering
- Broadband Engineering
- Wireless Services

ON-CALL CONTRACTS

Our team has been selected to provide a range of services, including landscape architecture, civil engineering, transportation, and structural engineering, for diverse projects from small courtyard renovations to extensive parks. Thanks to our multi-disciplinary structure, we handle almost every project need in-house, ensuring seamless integration across jurisdictional boundaries. Our experience underscores the importance of maintaining consistent design elements across multiple projects to ensure uniformity in city or county projects.

With over twenty years of experience, we are dedicated to delivering quality work to our governmental clients and fostering long-term partnerships. We aim to be trusted advisors, offering guidance and support beyond the scope of our contracts. We believe that exceeding client expectations is both good governance and good business.

Our team is proud to be part of the following contracts:

- Effingham County, GA On-call Engineering Services (2024- Present) General Planning, Engineering Services
- Bartow County, GA (2023- Present) - Civil Engineering, Landscape Architecture, MEP Engineering
- Auburn University IDIQ (2023- Present) - Landscape Architecture
- City of Cumming, GA Utilities (2023- Present) - Civil Engineering, MEP Engineering
- University of Alabama Birmingham IDIQ (2023- Present) - Civil Engineering
- Fulton County, GA (2024- Present)- MEP Engineering
- Alabama Department of Conservation and Natural Resources (2022- Present) - Landscape Architecture, Civil Engineering
- City of Union City, GA (2022- Present) - Civil Engineering, Landscape Architecture
- City of Sugar Hill, GA (2021- Present) - Landscape Architecture, Traffic Engineering
- City of Johns Creek, GA Parks and Recreation (2020- Present) - Civil Engineering, Landscape Architecture
- Forsyth County, GA (2020- Present) - Civil Engineering, Landscape Architecture, Structural Engineering
- Fort Pierce, FL Utility Authority (2020- Present) - Broadband Engineering
- Atlanta Public Schools (2020- Present) - Civil Engineering
- DeWitt County Drainage District 1, TX (2020- Present) - Civil Engineering
- City of China Grove, TX (2020- Present)- Civil Engineering
- UTOPIA Fiber, UT (2019- Present)- Broadband Engineering
- City of Cumming, GA (2019- Present) - Civil Engineering, Landscape Architecture, Structural Engineering, Traffic Engineering, MEP Engineering
- DeKalb County, GA Parks and Recreation (2018- Present)- Civil Engineering, Landscape Architecture
- Southern Company (2018- Present) - Civil Engineering, Landscape Architecture
- Georgia Department of Natural Resources (2017- Present) - Civil Engineering, Landscape Architecture
- Department of Veteran's Affairs, Nationwide (2017- Present) - Civil Engineering, Landscape Architecture, Structural Engineering
- City of Gainesville, GA (2016- Present) - Civil Engineering, Landscape Architecture
- City of Johns Creek, GA Public Works (2016- Present) - Landscape Architecture and Sidewalk Design
- City of Sandy Springs, GA (2016- Present) - Civil Engineering, Landscape Architecture
- Huntsville Utilities, AL (2015- Present)- Broadband Engineering
- Georgia Institute of Technology (2015- Present)- Civil Engineering, Landscape Architecture, Structural Engineering, Traffic Engineering, MEP Engineering
- Gwinnett County, GA Parks and Recreation (2011- Present) - Civil Engineering, Landscape Architecture, Structural Engineering, Traffic Engineering

FLORIDA PROJECTS

- AutoNation (Multiple Locations, FL) - Civil Engineering
- CVS (Multiple Locations, FL) - Civil Engineering
- Family Dollar (Multiple Locations, FL) - Civil Engineering
- Waffle House (Multiple Locations, FL) - Structural Engineering
- Pet Suites (Multiple Locations, FL) - Civil Engineering
- Tire Kingdom (Multiple Locations, FL) - Civil Engineering
- Pier 66 (Orlando FL) - Structural Engineering
- LMCO (Orlando, FL) - MEP Engineering
- Andretti Indoor Karting & Games (Orlando, FL) - Structural Engineering
- Horizon Wes (Orange County, FL) - Structural Engineering
- Store Space Office HQ (Winter Garden, FL) - Civil Engineering
- DH Pace Florida (Orlando, FL) - Structural Engineering
- LMCO (Orlando, FL) - Structural Engineering
- Crunch Fitness (Winter Garden, FL) - Civil Engineering
- West Market Multi-Tenant (Winter Garden, FL) - Civil Engineering
- Orange County Convention Center (Orlando, FL) - Civil Engineering
- Amazing Explorers Waterford Lakes (Orlando, FL) - Civil Engineering
- Winter Park Cluster Housing (Winter Park, FL) - Civil Engineering
- Amazing Explorers Academy Windermere (Ocoee, FL) - Civil Engineering
- Horizon West (Orange County, FL) - Structural Engineering
- Epcot Germany Pavilion (Orlando, FL) - Civil Engineering
- Disney Small Cell Electrical Assistance (Orlando, FL) - Electrical Engineering
- Disney's Animal Kingdom Villas- Jambo House (Orlando, FL) - Electrical Engineering
- Disney - Multiple Projects (Orlando, FL) - Electrical Engineering
- LMCO (Orlando, FL) - Electrical Engineering
- PCC (Orlando, FL) - Civil Engineering
- Chapel Hill Funeral Home & PCC (Orlando, FL) - Civil Engineering
- Advance Auto Parts (Winter Park, FL) - Civil Engineering
- Reserve at Hillview (Altamonte Springs, FL) - Civil Engineering
- Sanford Diocese (Sanford, FL) - Structural Engineering
- Floor & Decor Retrofit (Sanford, FL) - Civil Engineering
- Chase Bank (Multiple Locations, FL) - Civil Engineering

SIGNAL TIMING AND PROGRESSION

Foresite Group has experience in collecting and analyzing traffic data (volume, speed, turning movements) to optimize signal timing plans. We are proficient in using traffic simulation software to model different signal timing scenarios and assess their impact on intersection performance (delay, queue lengths, etc.). Our team understands the importance of signal coordination for arterial progression and can develop plans that improve traffic flow throughout a corridor.

We work on several Georgia DOT routes where we are helping the Department as well as local governments with improvements to travel corridors. We also work across the country on assessing traffic signal plans in support of land development projects.

LARGE-SCALE TRAFFIC CALMING/ROAD DIET PROJECTS

We have a proven track record in planning and designing large-scale traffic calming projects, including road diets. Our team is familiar with the latest guidelines and best practices for these types of projects, ensuring safety and livability for all users. We can analyze potential impacts on traffic flow, pedestrian safety, and bicycle accommodations.

We have worked with several communities on development of Safe Streets to School plans. These plans tend to focus on designing roadways with a Complete Streets approach. We have also worked with communities on various pedestrian safety items such as mid-block pedestrian beacons.

TRANSIT SYSTEM STOP SAFETY ANALYSIS

We have experience in conducting safety assessments of transit system stops, identifying potential hazards for riders and pedestrians. Our engineers can recommend improvements to stop design, signage, and lighting to enhance visibility and reduce the risk of accidents. We can analyze crash data and pedestrian activity patterns to pinpoint areas of concern.

We have worked with communities that have corridors with transit and look to improve the rider experience by making sure that bus stops are placed in the appropriate locations along a corridor. We have worked on some transit-oriented developments where we have been consulted to assess optimal locations for transit stops and amenities.

Additionally our team members at High Street are active in safety planning and design. Collectively our team has worked on several efforts such as Safe Routes to Schools, Safety Improvement Plans, Bicycle and Pedestrian Plans, Safe Streets for All (SS4A) plans.

SUBCONSULTANTS

- **High Street Consultants** - will focus on data analysis and project prioritization. High Street Consultants will provide the analytical backbone for the project, using data to inform our decisions and prioritize project elements effectively.

6937 Blenheim Court | Pittsburgh, PA 15208

Since its inception 16 years ago, High Street Consulting Group, LLC (High Street) has been at the forefront of U.S. surface transportation policy, providing federal, state, and local government leaders with accurate, objective, and actionable analysis to inform investment decisions. Our experienced professionals offer a variety of transportation services, all tied together by a focus on safety. High Street's safety experts develop plans, coordinate outreach, facilitate implementation strategies, identify funding opportunities, diagnose systemic risks, implement HSM principles, and estimate the performance implications of investment decisions and policies. They also prepare, analyze, and visualize safety data through automated tools.

- **Holt Communications** - will handle public involvement and constructability. Slade's role is crucial in engaging the community, gathering input, and ensuring that the project is feasible and can be efficiently executed.

1800 Pembroke Drive 300 | Maitland, FL 32810

Holt Communications, Inc. (HC) is a public relations consulting firm with 17 years of expertise providing strategic communications and public engagement services to government agencies. The firm's capabilities also include governmental affairs, crisis communications, media relations, marketing, branding, advertising, digital marketing, social media marketing, and special event management. HC has developed impactful public involvement programs for some of South Florida's most high-profile and controversial transportation improvement projects. They have taken on the challenge of expanding corridors, building new roadways, implementing new expressway tolling structures and planning new transit services. The HC team has proven outreach expertise in creating communications programs that inform, persuade, and motivate stakeholders. The firm's portfolio includes work on multiple Miami-Dade County SMART Plan projects and serving as the Miami-Dade Expressway Authority GEC PIO for the past 17 years. HC currently leads the public engagement effort for the \$5 Million Safe Streets and Roads For All (SS4A) grant award to develop the Broward Regional Safety Action Plan (BSAP) to develop county-wide implementation strategies to prevent roadway deaths and serious injuries with an emphasis on underserved communities.

D

PERSONNEL

Provide details on the qualifications of the applicant's key individual(s) including the project manager who will perform the work, including education, experience and specialized knowledge and expertise. Describe your firm's and project manager's relevant past experience.

1. Provide a summary organizational chart showing your team. Identify the primary contact/project manager and describe the roles of each key person.

ORGANIZATIONAL CHART



ERIK STEAVENS
PROJECT MANAGER + PRIMARY POINT-OF-CONTACT
FORESITE GROUP

DATA COLLECTION & ANALYSIS

YOSEF DANA, PE
HIGH STREET

GARRETT WATES
FORESITE GROUP

ALEXANDRIA CHEZEM
FORESITE GROUP

PUBLIC ENGAGEMENT

DOUG STONER
FORESITE GROUP

REBECCA VAN DYKE
HIGH STREET

YVETTE HOLT
HOLT

POLICY REVIEW

LORI COX, AICP
FORESITE GROUP

BRYCE MILLER
HIGH STREET

PLANNING & PRIORITIZATION

DEVESH DOOBAY
FORESITE GROUP

PEYTON REESE
HOLT

TRANSPORTATION ENGINEERING & DESIGN

STEVIE BERRYMAN, PE
FORESITE GROUP

ALAN NEAL, PE, CFM
FORESITE GROUP

EQUITY, TRANSPARENCY & REPORTING

YVETTE HOLT
HOLT

REBECCA VAN DYKE
HIGH STREET

QA/QC

ARNALDO BLANCO, PE
FORESITE GROUP

SUBJECT MATTER EXPERTS

KEVIN FORD
HIGH STREET

BRETT BASQUIN, PE
FORESITE GROUP

Below is a brief introduction to our key personnel, followed by their resumes. Additional team resumes can be found in Section I.

KEY PERSONNEL

ERIK STEAVENS | PRIMARY CONTACT / PROJECT MANAGER

Erik is a recognized leader in transportation infrastructure development, serving federal, state, and local governments. With over 30 years of experience, he has excelled in multi-modal planning, environmental analysis, partnership building, and project management. His distinguished roles have included Manager of Planning and Operations for the FHWA, Senior Policy Advisor for the U.S. Senate Environment and Public Works Committee, and Senior Transportation Analyst for the Georgia State Road and Tollway Authority. Erik holds both a Master of Science and a Bachelor of Science in Civil Engineering from the Georgia Institute of Technology. His advisory expertise in planning and programs is acknowledged nationwide.

DEVESH DOOBAY | PLANNING / SENIOR PROJECT MANAGER

Devesh is a results-driven project manager with over two decades of experience in leading diverse transportation, environmental, and infrastructure projects at state, regional, and local levels. He has a proven track record in transportation planning, specializing in multimodal projects that span freight, port, rail, bicycle, pedestrian, micro-transit, and passenger travel initiatives.

LORI COX, AICP | POLICY REVIEW / SENIOR PROJECT MANAGER

Lori is a versatile and accomplished strategist with a distinguished career in driving business growth, securing financial resources, and leading complex initiatives. Her expertise in developing and executing effective strategies has been pivotal in tackling challenges at the intersection of climate change and economic stability. Lori's community-centric approach is focused on delivering exceptional solutions that promote resilience and sustainability.

YOUSEF DANA, PE | SENIOR DATA CONSULTANT

Yousef is a Transportation Engineer and Data Scientist specializing in performance-based transportation planning, operations, analytics, and design. He has extensive experience assessing statewide transportation needs through predictive safety analysis, performance-based planning, forecasting, and data-driven project prioritization. Yousef is dedicated to delivering strategic solutions that yield measurable results, tailored to the specific needs of each engineering department. Throughout his career, he has collaborated with various government DOTs, MPOs, and private clients, utilizing his expertise in R, GIS, Python, and SQL.

YVETTE HOLT | PUBLIC ENGAGEMENT CONSULTANT

Yvette is a seasoned strategic communications practitioner and the founder of Holt Communications, established in 2006. Under her leadership, Holt Communications has become a leading firm specializing in public involvement, community engagement, marketing, and public relations for public infrastructure projects. Yvette's expertise lies in crafting and executing communication strategies that effectively connect with communities, ensuring that public infrastructure initiatives are understood, supported, and successfully implemented. Her firm is recognized for its ability to engage diverse stakeholders, build consensus, and drive positive outcomes for complex projects.



ERIK STEAVENS

Transportation Program Manager
esteavens@fg-inc.net



PROJECT ROLE: PROJECT MANAGER

BACKGROUND

Mr. Steavens has over 30 years of experience in infrastructure development. He is known as a leader driving transportation infrastructure development for federal, state, and local governments. Highly competitive, passionate, persuasive, and articulate, able to achieve results others believed to be impossible. Experienced in multi-modal planning, environmental analysis, partnership building and project management. His past work experience includes Manager, Planning and Operations for FHWA; Senior Policy Advisor, U.S. Senate Environment and Public Works Committee; Senior Transportation Analyst, Georgia State Road and Tollway Authority ; Intermodal Division Director, Georgia DOT; Rail Division Director, Texas DOT; and MPO Administrator, Albany, GA. His planning and programmatic advisory skills are known nationwide.

QUALIFICATIONS

YEARS' EXPERIENCE

Foresite Group: 1
Total: 30

EDUCATION

Georgia Institute of Technology
Master of Science in Civil Engineering

Georgia Institute of Technology
Bachelor of Science in Civil Engineering

AFFILIATIONS + ORGANIZATIONS

Georgia Transit Association

Association for the Improvement of
American Infrastructure

Association of Metropolitan Planning
Organizations

Transportation Research Board, Intercity
Passenger Rail Committee

PRIOR WORK EXPERIENCE

FHWA

U.S. Senate Environment and Public
Works Committee

Georgia State Road and Tollway Authority

Georgia DOT

Texas DOT

Albany, GA Metropolitan Planning
Organization

HIGHLIGHTED EXPERIENCE

RTD UNION STATION REDESIGN

Denver, CO
Engineer

RTD W LINE DESIGN

Denver, CO
Engineer

RTD BUS MAINTENANCE FACILITY EVALUATION

Denver, CO
Engineer

SS4A PLAN FOR EFFINGHAM COUNTY

Springfield, GA
Program Manager

SS4A PLAN FOR BARROW COUNTY

Winder, GA
Program Manager

MARTA RAIL SAFETY OVERSIGHT PROGRAM

Atlanta, GA
Program Manager

TEXAS RAIL SAFETY OVERSIGHT

Austin, TX
Program Manager

TEXAS RAIL SAFETY PLAN

Austin, TX
Program Manager

ALBANY DOUGHERTY REGIONAL TRANSPORTATION PLAN

Albany, GA
Program Manager

GEORGIA STATE TRANSIT PLAN

Atlanta, GA
Program Manager

GRAND PARKWAY FEASIBILITY

Houston, TX
Program Manager

TEXAS / OKLAHOMA PASSENGER RAIL STUDY

Dallas, TX
Program Manager

ADVISORY SERVICES, LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

Louisiana
Program Manager

ADVISORY SERVICES, MBTA

Boston, MA
Program Manager

TEXAS CENTRAL RAILWAY

Dallas, TX
Program Manager

ADVISORY SERVICES, NEW JERSEY TRANSIT

Newark, NJ
Program Manager

MARYLAND TRANSIT ADMINISTRATION SAFETY MANAGEMENT SYSTEM

Baltimore, MD
Program Manager

CALIFORNIA ELECTRONIC TRANSPORTATION IMPROVEMENT PROGRAM

Sacramento, CA
Program Manager

GEORGIA TRANSIT GRANT PROGRAM

Atlanta, GA
Program Manager

HIGH OCCUPANCY TOLL AND TRUCK ONLY TOLL LANE STUDIES

Atlanta, GA
Program Manager



DEVESH DOOBAY

Transportation Sr. Project Manager
ddoobay@fg-inc.net | Peachtree Corners, GA

PROJECT ROLE: PLANNING & PRIORITIZATION



BACKGROUND

Devesh is a goal-oriented project manager with a proven track record in overseeing diverse transportation, environmental, and infrastructure projects at the state, regional, and local levels. With more than two decades of experience in transportation planning, Devesh specializes in a range of multimodal projects, encompassing freight, port, rail, bicycle, pedestrian, micro-transit, and passenger travel initiatives.

QUALIFICATIONS

YEARS' EXPERIENCE

Foresite Group: <1
Total: 20

EDUCATION

Hunter College
Master of Urban Planning Concentration:
Transportation & Environmental Planning
Temple University
Bachelor of Arts in Environmental Studies

AFFILIATIONS + ORGANIZATIONS

American Planning Association (APA)
Georgia American Planning Association (GAPA)
APA Zoning Committee
APA Young Planners Group
U.S. Green Buildings Council (Former Member)

COMMUNITY SERVICES

Mentoring a Planning Student (MAPS)
Acing Autism, Tennis Program
Stand Up for Kids, Homeless Outreach
Temple Tutors

HIGHLIGHTED EXPERIENCE

HILLSBOROUGH COUNTY (DEVELOPMENT SERVICES AND PUBLIC WORKS DEPARTMENT)*

Tampa, FL

- Guiding property owners through variance and rezoning processes countywide.
- Developing a GIS database for rezoned Planned Urban Developments to monitor growth.
- Collaborating with Tampa City on planning and designing the Riverwalk.
- Assisting in mapping and preliminary design of the county's trail plan.

SS4A PLAN FOR EFFINGHAM COUNTY

Springfield, GA
Planner

SS4A PLAN FOR BARROW COUNTY

Winder, GA
Planner

VALDOSTA LONG RANGE TRANSPORTATION PLAN*

Valdosta, GA
Senior Project Manager

DOUGHERTY/LEE COUNTY LONG RANGE TRANSPORTATION PLAN*

Albany, GA
Senior Project Manager

ALBANY RESILIENCY PLAN*

Albany, GA
Senior Project Manager

AUGUSTA REGIONAL FREIGHT PLAN*

Augusta, GA
Senior Project Manager

MARTA GENERAL PLANNING CONTRACT (GPC), Campbellton BRT, Clifton- Corridor,

Transit Oriented Development (TOD), Kensington, Indian Creek, and H.E. Holmes

Stations | Beltline Southwest | Streetcar West*

Atlanta, GA
Senior Project Manager

NEPA COMPONENTS FOR S.R. 400*

Atlanta, GA
Environmental Planner

WARREN COUNTY, ECONOMIC DEVELOPMENT NEW LOCATION PROJECT*

Warren County, GA
Environmental Planner

RESIDENTIAL DEVELOPMENT: Parking Lot Analysis & Connectivity of Neighborhoods*

New York, NY
Project Manager

RIVERDALE COMPREHENSIVE & STRATEGIC PLAN UPDATE: Worked with Atlanta Regional Commission (ARC), focusing on Community Outreach, Public Relations, Economic Development Efforts*

Riverdale, GA
Community Development Director

NEW YORK CITY DEPARTMENT OF CITY PLANNING: Environmental Project Review of EAS and EIS's, Low- to High-Density Development Projects*

New York, NY
Project Manager/ Planner

TOP DOWN CONSTRUCTION PROJECT:

Columbia University, Soil Remediation & Excavation Monitoring & Zoning Requirements Assessment*
New York, NY
Project Manager

HIGH LINE / HUDSON YARDS: New York City, Design & Construction, Soil Remediation, Air Monitoring & Soil Excavation*

New York, NY
Project Manager

* Work completed at prior firm.



LORI COX AICP

Senior Project Manager
lcox@fg-inc.net | Orlando, FL

PROJECT ROLE: POLICY REVIEW



BACKGROUND

Lori is a versatile, highly skilled strategist with a distinguished career in cultivating business growth, securing financial resources, and leading complex initiatives. Her proven ability to develop and execute effective strategies has been instrumental in addressing pressing challenges at the intersection of climate change and economic stability. Through a community-centric approach, Lori is dedicated to providing exceptional solutions that foster resilience and sustainability.

QUALIFICATIONS

YEARS' EXPERIENCE

Foresite Group: <1
Total: 20

EDUCATION

Florida State University
Master of Science in Urban and Regional Planning

Florida State University
Bachelor of Science in Geography
specialization in Environmental Studies

AFFILIATIONS + ORGANIZATIONS

Certified Urban Planner | AICP # 024141

HIGHLIGHTED EXPERIENCE

HILLSBORO BLVD COMPLETE STREETS STUDY

City of Hollywood, FL
Public Involvement

RAISE GRANT APPLICATION FOR CHESTERFIELD TRANSPORTATION DEPARTMENT

Chesterfield County, VA
Transportation Planning and Grants Specialist

DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION 2022 SAFE STREETS FOR ALL GRANT APPLICATION

Prince George's County, MD
Transportation Planning and Grants Specialist

LAKE BRADFORD/CHUBB LAKE STORMWATER BUILDING RESILIENT INFRASTRUCTURE AND COMMUNITIES (BRIC) GRANT APPLICATION

Virginia Beach, VA
Transportation Planning and Grants Specialist

BREVARD COUNTY RESILIENCE PLAN (FDEP RESILIENT FLORIDA GRANT, 2021)

Brevard County, FL
Principal Planner and Resiliency Project Manager

EATONVILLE ECONOMIC RESILIENCE PLAN (FDEO GRANT, 2021)

Eatonville, FL
Principal Planner and Resiliency Project Manager

CENTRAL FLORIDA OFF-HOURS FREIGHT DELIVERY PILOT

Orange County, FL
Senior Grant Writer, Project Manager, and Principal Planner

FDOT DISTRICT FIVE, SIS FUNDING PLAN (THROUGH GENERAL PLANNING CONTRACT)

Brevard, Flagler, Lake, Marion, Orange, Osceola, Seminole, Sumter, Volusia Counties, FL
Senior Transportation Planner

FDOT DISTRICT FIVE | EAST CENTRAL FLORIDA CORRIDORS EVALUATION STUDY

Brevard, Orange and Osceola Counties, FL
Principal Planner and Task Manager

FDOT CENTRAL OFFICE TRANSTAT OFFICE | FREIGHT AND MODAL DATA INVENTORY

Statewide, FL
Principal Planner and Task Manager for Transportation Data Resources

FDOT DISTRICT ONE | STRATEGIC INTERMODAL SYSTEM (SIS) FUNDING PLAN

Charlotte, Collier, DeSoto, Glades, Hardee, Hendry, Highlands, Lee, Manatee, Okeechobee, Polk, and Sarasota Counties, FL
SIS Program Planner and Funding Project Manager

FDOT DISTRICT FIVE | DISTRICT FIVE FREIGHT MOBILITY AND TRADE IMPLEMENTATION PLAN

Brevard, Flagler, Lake, Marion, Orange, Osceola, Seminole, Sumter, Volusia Counties, FL
Freight Mobility Planner and Implementation Specialist



Yousef Dana, P.E.

Senior Consultant

Yousef is a Transportation Engineer, Planner, and Data Analyst with experience in performance-based transportation planning, operations, analytics, and design. His experience mostly lies in assessing statewide transportation needs with predictive safety analysis, performance-based planning, forecasting, and data-driven project prioritization. Yousef focuses on delivering strategic approaches intended to produce measurable results. Converting safety datasets into digestible recommendations via logical, defensible, and replicable methods; particularly implementing HSM methods.

Over his career, Yousef has worked on projects as a transportation engineer and data analyst with various government DOTs, MPOs, and private clients. He utilizes his knowledge and experience in R, GIS, Python, and SQL to implement Safe Systems and HSM approaches, including network screening, diagnosis, and predictive safety analysis.

Years of Experience

7

Education

BS, Civil and Material Engineering, University of Illinois at Chicago, 2018

Certifications/Licenses

Professional Engineer, 2022

Social-Behavioral Educational Researcher, HSR Basic, 2021

Experience

Performance Based Planning, Operations, and Analytics

COMPASS Boise, Idaho MPO – Safe Streets for All Action Plan. High Street is strategically combining systemic and location-specific analyses to thoroughly assess and elevate transportation safety. Yousef is identifying features that correlate with severe accidents across the regional network, which could range from inadequate pedestrian infrastructure to speeding-related driver behaviors. Simultaneously, Yousef is conducting a location specific analysis by deploying GIS-based tools to pinpoint areas of high incident concentration, providing actionable insights for improvement. Underpinning this effort is an interactive visualization tool that dynamically presents the High Injury Network (HIN) and other analysis results. This tool will serve as a catalyst for planning potential safety enhancements.

Maricopa Association of Governments (MAG) – SunCloud Data Dashboard for Sun Corridor. Yousef provided a safety data layer utilizing the five-year crash data from MAG and adapted safety performance functions from the Highway Safety Manual (HSM). He generated five-year data statistics by categorization for segments and intersections. Performance metrics include crash frequency, crash rate, LOSS, and excess expected crashes. Yousef calculated predicted crash measures by utilizing SPFs and adjusting per EB method to determine excess expected crashes and level of service safety. SPF calibration was conducted for the Sun Corridor region of Arizona utilizing historic crashes.

Utah Department of Transportation (UDOT) – STIP Impact Analysis. Yousef was the project manager for the analysis and oversaw the application of various statistical models to forecast both 'no build' and 'build' impacts over a six-year period for projects within the STIP. Outcomes were used to inform future performance bridge, pavement, safety, capacity, and ancillary asset target setting through use of a cross-investment performance dashboard tool. Countermeasures were chosen based on project descriptions and Crash Modification Factors were applied to determine the overall impact of safety related projects relative to baseline measurements.

Connecticut Department of Transportation (CTDOT) – Enhancing Project Prioritization. Yousef has provided a repeatable, transparent project prioritization framework for major highway mobility projects in the categories of pavement, environmental, and bridge conditions. Utilizing several tools with a combination of R and GIS to project performance. The prioritization framework enables CTDOT to communicate the likely performance benefits of their planned major transportation investments more effectively and track performance impacts in alignment with their strategic goals.



Yvette Holt

President
27 years of
communications
experience

EDUCATION

Bachelor of
Science, Public
Relations,
University of Florida

Yvette Holt has 27 years of experience as a strategic communications practitioner. She founded Holt Communications in 2006. The firm specializes in public involvement, community engagement, marketing, and public relations services for public infrastructure projects.

RELEVANT PROJECT EXPERIENCE

Broward Metropolitan Planning Organization and Broward County, Safe Streets & Roads For All (SS4A) (2023 – Current)

Yvette is leading the public participation for the development of the Broward Regional Safety Action Plan (BSAP), a \$5 Million Safe Streets and Roads For All grant. The BSAP will develop county-wide implementation strategies to prevent roadway deaths and serious injuries with an emphasis on underserved communities. Yvette is responsible for developing and executing a public participation program that engages the public in identifying the problems and solutions that will make Broward County roads safer. Yvette's responsibilities include branding, media relations, advertising, social media, community workshops and presentations. Yvette will lead the analysis and creation of a Technical Assessment of the effectiveness of the PPP.

South Florida Regional Transportation Authority (SFRTA) Major Update of the Transit Development Plan (2024 – Current)

Yvette is responsible for the public involvement plan to support the development of the Fiscal Year 2026 - 2035 Major TDP update. She will lead the execution of opportunities for stakeholders and the general public to maximize participation input in the TDP. Tasks include developing a brand for the Major TDP, including a unique name and logo, a stakeholder database, conducting intercept surveys and platform interviews, developing educational materials, a website, social media materials, newsletter content, and a technical report of the data collected.

Broward County Transit (BCT), Comprehensive Operational Analysis and Service Optimization (COA) (2023 – Current)

Yvette is responsible for outreach to stakeholders to build awareness, gather input and explain outcomes to communities impacted by the potential system changes. Her tasks include interviewing stakeholder groups to canvas opinions regarding the system's strengths, weaknesses, opportunities, community pop-up events, and database management.

Miami-Dade Expressway Authority (MDX), General Engineering Consultant (June 2006 – Current)

Yvette is responsible for the agency's communications plans and the Public Involvement Plans for the construction of the MDX work program. Yvette develops strategies for community engagement, branding, marketing, and advertising to increase awareness of MDX and its work program. The comprehensive communications program addresses various stakeholder groups including customers, residents, business and opinion leaders, as well as minority and underserved populations. She has provided strategic and creative services that range from a crisis communications plan to an original radio jingle.



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EXPERIENCE / REFERENCES

Provide five municipal client references (public references preferred) including client name, contact personnel, address, phone number, length of time you have provided services and a list of any other related services provided.

1. Provide at least five (5) examples of your firm's relevant municipal support experience providing support to municipalities (not whole municipal solutions). Include name of agency, address, project budget, firm's duties under this project, firm's compensation for this project, completion date, and success of plan implementation.

EXPERIENCE / REFERENCES

REFERENCE 1.

Project Name	SAFE STREETS FOR ALL (SS4A) PLAN
Company Name and Address	Effingham County 804 S Laurel Street Springfield, GA 31329
Dates of Service	2023 – 2024 (Present)
Project Budget	\$190,000
Firm’s Duties Under This Project	Foresite Group and High Street were tasked with developing a Safe Systems-based plan in alignment with the County’s Safe Streets for All (SS4A) initiative. The SS4A Action Plan represents the first step in identifying issues and solutions to enhance safety across Effingham County. This plan aims to discover innovative ways to fund and implement cost-effective, high-impact solutions. The development process involves collaboration with partners on various aspects of the Action Plan, including data collection, formulating alternatives and recommendations, and prioritizing strategies to improve safety throughout Effingham County. The SS4A Plan will produce three key deliverables: data management, policy recommendations, and a prioritized list of capital improvement projects. Upon completion, this prioritized list will be eligible for funding from multiple sources, such as federal discretionary grants and local funding.
Firm’s Compensation for Project	\$190,000
Success of Plan Implementation	We have initiated the implementation phase by launching a countywide bike/pedestrian study and applying for demonstration funding for innovative technologies on two of the High Injury Network Roadways—Sand Hill and Midland Roads.
Primary Contact Name and Title	Danielle Carver Procurement and Capital Projects Manager
Contact Phone Number and Email Address	912.754.2159 x4572 dcarver@effinghamcounty.org

REFERENCE 2.

Project Name	SAFE STREETS FOR ALL (SS4A) PLAN
Company Name and Address	Barrow County, Georgia 30 North Broad Street Winder, GA 30680
Dates of Service	2023 – 2024 (Present)
Project Budget	\$295,000
Firm’s Duties Under This Project	Foresite Group and High Street were commissioned to develop a Safe Systems-based plan in alignment with the County’s Safe Streets for All (SS4A) initiative. The SS4A Action Plan represents the first step in identifying issues and solutions to enhance safety for everyone in Barrow County. The plan aims to discover innovative ways to fund and implement cost-effective, high-impact solutions. Its development involves collaboration with partners on various elements, including data collection, formulating alternatives and recommendations, and prioritizing strategies to improve safety across all areas of Barrow County. The SS4A Plan will produce three key deliverables: data management, policy recommendations, and a prioritized list of capital improvement projects. Upon completion, this list will be eligible for funding from multiple sources, such as federal discretionary grants and local funding.
Firm’s Compensation for Project	\$295,000
Success of Plan Implementation	The plan is currently under development, with the study scheduled for completion by the end of the calendar year. The goal is to apply for implementation funds in the spring of 2025.
Primary Contact Name and Title	Chris Yancey Director of Public Works
Contact Phone Number and Email Address	770.867.7640 cyancy@barrowga.org

REFERENCE 3.

Project Name	COMPASS IDAHO - SAFE STREETS FOR ALL ACTION PLAN
Company Name and Address	COMPASS, Idaho 700 NE 2nd Street, Suite 200 Meridian, ID 83642
Dates of Service	2023 – 2024 (Present)
Project Budget	\$490,000
Firm’s Duties Under This Project	High Street has been tasked with developing a Safe Streets for All Action Plan for the Community Planning Association of Southwest Idaho (COMPASS). High Street is strategically combining systemic and location-specific analyses to thoroughly assess and enhance transportation safety. They are identifying features correlated with severe accidents across the regional network, which may include inadequate pedestrian infrastructure and speeding-related driver behaviors. Concurrently, their location-specific analysis is utilizing GIS-based tools to identify areas with high incident concentrations, providing actionable insights for improvement. Central to this effort is an interactive visualization tool that dynamically presents the High Injury Network (HIN) and other analysis results, serving as a catalyst for planning potential safety enhancements.
Firm’s Compensation for Project	\$98,710
Success of Plan Implementation	The plan is currently under development, with the study scheduled for completion by the end of the calendar year. To-date COMPASS has identified systemic risk factors and approved a high injury network.
Primary Contact Name and Title	Hunter Mulhall Principal Planner
Contact Phone Number and Email Address	208.475.2231 hmulhall@compassidaho.org

REFERENCE 4.

Project Name	CAMPO Project Prioritization Methodology Update, North Carolina
Company Name and Address	NC CAMPO 1 Fenton Main Street, Suite 201 Cary, NC 27511
Dates of Service	2023 – 2024 (Present)
Project Budget	\$533,750; MTP Prioritization Framework: \$62,000
Firm’s Duties Under This Project	High Street is establishing data-driven and community-focused processes to create an SS4A action plan by conducting multimodal crash data analysis, developing a high injury network, performing a risk assessment, conducting an equity analysis, and recommending safety enhancements. They are also developing regional goals, objectives, policies, and an implementation framework; conducting public engagement activities for leadership, stakeholders, and the general public; developing a Regional Multimodal Safety Action Plan with recommendations for how CAMPO and its partners can improve regional safety performance; and enhancing MTP prioritization processes based on identified safety improvement metrics.
Firm’s Compensation for Project	\$42,000 ; MTP Prioritization Framework: \$62,000
Success of Plan Implementation	The plan is currently under development, with the study scheduled for completion by the end of the calendar year. Prior to updating the regional safety plan, High Street developed a data-supported prioritization for the MTP which is currently being used. CAMPO staff were trained to update and run the analytical scripts to objectively score projects with respect to regional needs and progress toward agency goals.
Primary Contact Name and Title	Tim Shortley GIS Programmer/Analyst
Contact Phone Number and Email Address	919.996.4405 timothy.shortley@campo-nc.us

REFERENCE 5.

Project Name	SAFE STREETS AND ROADS FOR ALL (SS4A)
Company Name and Address	Broward Metropolitan Planning Organization 100 W Cypress Creek Rd #650 Fort Lauderdale, FL 33309
Dates of Service	2023- Current
Project Budget	\$5M
Firm's Duties Under This Project	Holt Communications, Inc. is leading the development and execution of the Public Participation Plan (PPP) to ensure meaningful public involvement in transportation decision-making. The PPP features corridor-specific outreach strategies which emphasize engaging with the public and relevant stakeholders, including underserved communities. Activities include development of informational materials, community pop-up events, workshops, large scale public forums, social media, media relations, advertising and an analysis and creation of Technical Assessment of the effectiveness of the PPP.
Firm's Compensation for Project	\$241,984
Success of Plan Implementation	The project is underway, and the Safety Action Plan is expected to be presented to Broward County in June 2025. We have initiated a general awareness social media campaign and are currently planning community workshops.
Primary Contact Name and Title	James Cromar Deputy Executive Director
Contact Phone Number and Email Address	954.876.0038 cromarj@browardmpo.org

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APPROACH / METHODOLOGY

1. Describe your firm's approach/methodology on this project to include project management and data gathering methodologies, ie. Virtual versus onsite hours.
2. Describe the type of deliverables you propose to present, and how the firm will communicate effectively with the City?
3. Provide the budget and timeline for the project.

APPROACH / METHODOLOGY

TASK 1: PROJECT ADMINISTRATION

Foresite will provide overall management and coordination of the project. Foresite's Project Manager, Erik Steavens, has successfully managed many planning efforts across the country. Erik will be responsible for managing the scope, schedule, and budget of this project and will be the primary point of contact with Key West's project manager.

Erik and the Foresite Team recognize that moving to implementation as early as possible is a goal of this project and will continue to look for efficiencies to accomplish this goal while not compromising the quality of the work.

The first order of business after award is to organize and plan for the work at hand. A project management plan is key to ensuring consensus among the city and the Foresite team on the scope's goals and objectives and ensuring appropriate time and resources are dedicated for successful completion.

Communication is the key to the successful completion of any project. It is particularly important when working as part of a multi-disciplined team with subconsultants, and we recognize that any slip in our schedule could impact and delay the entire project delivery process. Keeping our staff and the city informed regularly is critical to maintaining schedule, budget, and quality. Foresite's Project Manager will discuss the means for communication with the city and each of the reviewing agencies including key stakeholders and set the protocol for this project. Action items will be documented and tracked, identifying the task, the person responsible for completing and the date of completion for each action item to meet project objectives on schedule.

Deliverables. Project Management Plan

TASK 1.1: KICKOFF MEETING WITH CITY OF KEY WEST STAFF

One of the first official actions of the study effort will be a project kickoff meeting with the city. The kickoff meeting will be an orientation of sorts for those in attendance. The kickoff meeting will provide some background on What is the Safe Streets for All Program, details of the Safe Systems Approach, the tasks that will be undertaken in the planning process, and the schedule for milestones and completion. The meeting will also delve into the roles and responsibilities of the consultant team and city staff in terms of how they will assist in the development of the plan.

Deliverables. Kick-off meeting and presentation materials in support.

TASK 1.2: GENERAL PROJECT ADMINISTRATION

Our project manager, Erik Steavens, will lead biweekly progress meetings with city staff. Minutes of discussions will be developed and distributed to the city.

Foresite, however, will not wait to notify Key West's Project Manager of issues. The city will be alerted at once and Foresite will determine potential solutions and recommendations. Foresite and its team members will be available to meet with the Key West Project Manager to discuss issues or prepare for other meetings.

Plan of Action. The Foresite Team will develop an actionable plan to ensure the SS4A planning process is efficient and transparent. A program management plan that includes a detailed schedule will be developed shortly after our notice to proceed.

Meetings/Coordination. The Foresite Team will provide full support to all the Task Force, city hall meetings, webinars, and focus group discussions. This includes meeting scheduling, preparation of agendas, meeting materials, facilitation, and meeting summaries. Mr. Steavens will lead biweekly progress meetings with city staff. Minutes of discussions will be developed and distributed to the city.

Foresite, however, will not wait to notify Key West's Project Manager of issues. The city will be alerted at once and Foresite will determine potential solutions and recommendations. Foresite and its team members will be available to meet with the Key West Project Manager to discuss issues or prepare for Project Stakeholder Committee meetings and other meetings.

Deliverables. Progress Meeting Materials and Meeting Minutes.

TASK 1.3: PROJECT COORDINATION AND INVOICING

During the study, our team is working to ensure that the planning process is smooth and runs following our project management plan. Issues, challenges, risks, and mitigation strategies will be part of our progress meetings that are called out in the project management plan.

Managing the process. Erik is a 30-year veteran of transportation development. He has managed hundreds of projects, people, and consultants during his career. He will facilitate the workflow of the project team, ensuring that the project management plan

is followed accurately and up to date. He will ensure that the project team and city staff are coordinating and communicating regularly. We use tools like ShareFile that allow cloud file sharing for all data and work products.

Invoicing/Progress Reports. Foresite will prepare monthly invoices accompanied by a written progress report that identifies work performed, upcoming work, and deliverables, as well as any issues or potential issues that could affect the project scope, schedule, or budget. The Foresite team will assist the city in meeting its reporting requirements for the SS4A program.

Deliverables. Monthly Invoices.

TASK 2: VISION ZERO GOAL

One of the key areas in the development of a Comprehensive Safety Action Plan (CSAP) is ensuring that leadership in the community is engaged and has marked goals and objectives for what they see the community needs. The following sub-tasks are centered around setting up the structure of the study effort, getting consensus on the CSAP direction, and what ultimately the city is doing to accomplish its planning effort.

TASK 2.1: VISION ZERO GOAL

Successful planning efforts that lead to meaningful implementation stem from consensus around the goals. There are several ways to get to Vision Zero and we want to craft a vision, mission statement, and goals that will allow Key West to move forward on its Vision Zero journey.

DEVELOP A VISION, MISSION STATEMENT, AND GOALS

Having a clear vision is important when beginning to develop the CSAP. A vision is a description of the desired outcome of the CSAP. This may be simple, such as, “to improve road safety within our jurisdiction to significantly reduce the number of people being killed and seriously injured.”

GOALS ARE SET TO ACHIEVE A MISSION AND VISION.

Goals should be linked to the mission statement and should be realistic. For example, “saving lives and preventing serious injuries over the next decade on our local county roads” is concise and easily understood. It creates the need to move forward because it prompts action.

GAIN LEADERSHIP SUPPORT

The CSAP will be a grassroots effort. Gaining support from community leaders, such as the city council, will aid in the development of the plan and impact outcomes. Sharing ideas and gaining feedback from a group of leaders can help gain support.

QUANTIFYING PROGRESS

Performance measures are indicators of progress toward attaining a goal, objective, or target (a desired level of future performance). The Foresite team will work with staff on developing performance measures that match the goals and strategies that are developed as part of the CSAP.

Our team has worked on several SS4A studies and will work with city staff and the City Commission to give them insights and lessons learned from other communities to develop a vision, mission statement, and goals.

Deliverables. Goals, Objectives, and Performance Measures Technical Memorandum.

TASK 2.2: DEVELOP COMMITMENT DOCUMENTATION

Getting and demonstrating buy-in from elected officials is a big part of the CSAP. We will work with the City to develop and adopt an official public commitment (e.g., resolution, policy, ordinance, etc.) by the City Commission to an eventual goal of zero roadway fatalities and serious injuries. The commitment will include a goal and timeline for eliminating roadway fatalities and serious injuries achieved through one, or both, of the following:

- The target date for achieving zero roadway fatalities and serious injuries, OR
- An ambitious percentage reduction of roadway fatalities and serious injuries by a specific date with an eventual goal of eliminating roadway fatalities and serious injuries.

Deliverables. Commitment documentation for presentation and approval of the City Commission.

TASK 2.3: ASSIST STAFF WITH PRESENTATIONS TO LEADERSHIP

Informed leadership is key to buying into the Safe System Approach. Engaging the Commission early and often is an important part of building acceptance for a community like Key West. The Foresite team recommends regular updates with the Council.

We usually like to have meetings ahead of public engagement meetings so the Commission is briefed on what the community will be seeing and what will be asked of the community.

We will prepare and present summary presentations to the Commission. These updates will allow staff to update the Council but also seek input at key points in the process.

Deliverables. Council Meeting briefings and presentation materials.

TASK 3: TASK FORCE

Engagement and buy-in are key to developing safety-centered plans. Task Force meetings are one mechanism to help develop consensus around the issues in the city and how best to tackle those challenges. The Foresite Team proposes that task force meetings focus on these principles:

- Providing direction to guide the development of the SS4A Plan.
- Identifying accidents or perceived unsafe transportation corridors or locations.
- Providing input on the development and prioritization of emphasis areas for safety and projects that can lead to safer travel regardless of mode.
- Acting as a liaison to organizations and agencies, sharing information and soliciting feedback to inform the Plan.
- Identifying actions outside of meetings that are specific to members' organizations or agencies.
- Where appropriate, bring together interested parties to give neighborhood-level input on investment priorities.

TASK 3.1: ORGANIZE AND DEVELOP TASK FORCE

The Foresite Team will work with the city to organize and develop a Task Force of relevant staff from various city departments (e.g., planners, engineers, first responders, communications staff), as well as community members.

Deliverables. Task Force list and meeting invitations

TASK 3.2: TASK FORCE MEETINGS

The Foresite Team will share information on various phases of the Project and solicit feedback as appropriate from the Task Force. We will solicit input from the Task Force on Tasks 4-10 and prepare the Task Force through approximately six (6) meetings during Action Plan development. We understand that specific subtasks for which Task Force participation is expected are called out with asterisks (*) in this scope of work and below.

Deliverables. Task Force meeting materials, agendas, and minutes.

TASK 4: EQUITY FRAMEWORK

Equity considerations are integral to our safety analysis. We leverage resources like the Justice40 dataset and Replica data to cross-reference findings with crash data, shedding light on the connections between transportation safety and socio-economic factors. This insight informs the integration of equity into location and facility prioritization. We'll take destination origin-destination data and determine if our most disadvantaged users are passing through our identified high-injury network.

Developing an equity framework in transportation planning is crucial for creating fair and inclusive transportation systems that serve the needs of all community members. Equity in transportation planning involves considering the diverse needs of different population groups, including low-income communities, people with disabilities, seniors, and minority groups, and ensuring that they have equitable access to transportation services, facilities, and opportunities.

An equity framework helps identify and address disparities in access to transportation resources, such as public transportation, sidewalks, bike lanes, and safe pedestrian crossings. It also involves engaging with community members to understand their unique transportation challenges and incorporating their input into the planning process.

By prioritizing equity in transportation planning, we will support the city to work towards reducing transportation-related inequalities, improving access to jobs, education, healthcare, and essential services, and promoting environmental sustainability. Additionally, an equity-focused approach can contribute to social and economic development by fostering greater mobility and connectivity for all residents.

In summary, developing an equity framework in transportation planning is essential for creating more inclusive, accessible, and sustainable transportation systems that benefit everyone in the community.

TASK 4.1: DRAFT EQUITY FRAMEWORK

We seek to integrate equity throughout the planning and implementation process. The Foresite Team will work with the city to identify appropriate partners to collaboratively develop an Equity Framework who will help us begin by defining equity, setting an equity-related goal, and providing an outline for the remainder of the framework, which will be further developed within subsequent tasks (5-9) as follows:

- Strategies for equitable engagement in Task 5 ('Community Engagement')
- Metrics to measure equity in Task 6 ('Crash Analysis')
- Addressing equity through policies and projects in Tasks 7 and 8 ('Policies, Guidelines & Standards' and 'Projects & Strategies')
- Measuring and reporting progress toward equity in Task 9 ('Evaluation & Reporting')

TASK 4.2: EQUITY FRAMEWORK TECHNICAL MEMORANDUM

We that our job is to inform and empower the city. To do so we will produce draft and final technical memoranda on the development of the equity framework, with the final version submitted after concluding Task 9.

Deliverables. Final technical memorandum on equity framework

TASK 5: COMMUNITY ENGAGEMENT

Public & Stakeholder Outreach is a critical component in the development of a CSAP. Outreach should truly reflect the needs and aspirations of the community. Our approach focuses on inclusive engagement, leveraging various channels to connect with the public, stakeholders, and underserved communities. The outreach program will be developed to gather input at three major milestones:

- 1. Review of SS4A Program, Safety Data, and Crash Analysis** – Recap the overall SS4A program, confirm the role of the committee, and present and solicit feedback on the high-crash areas and potential.
- 2. Review the Draft Projects and Prioritization** – Present and solicit feedback on the draft projects and preliminary prioritization results.
- 3. Confirm Approval of the Final Recommendations and Action Plan** – Present and solicit feedback on the final projects and policy recommendations.

The outreach approach will include a comprehensive approach that includes public meetings, an interactive project website, online surveys through GIS-based applications, and media releases.

To promote a more equitable process, the Foresite team will hold outreach activities in Justice 40 area locations accessible to transit and develop surveys to be distributed in public places within Justice 40 areas (for those without computers or smartphones).

The team will also utilize the Task Force to guide the process. Engaging with key stakeholders, including the Fire Department, Police Department, EMS, School District, and other public agencies and private sector interest groups to ensure that the CSAP is well-integrated and balances the interests of the whole city.

Deliverables. Community Engagement Plan and Task Force Plan Technical Memorandum

TASK 5.1: COMMUNITY ENGAGEMENT FRAMEWORK

The purpose of an engagement plan is to serve as a road map for community and stakeholder engagement and communications in support of the CSAP planning process.

Below is a short list of components that the Foresite Team has identified for the CSAP engagement plan:

- Engagement objectives
- Target audience(s) and language/translation needs
- Outreach strategies including social and traditional media engagement opportunities
- Engagement phasing and event scheduling

Detailed recommendations related to each item are provided below.

1. Objectives

The objectives for the engagement plan set the tone for stakeholder engagement and help determine which outreach strategies are appropriate for inclusion in the plan. For the CSAP some might include:

- Identify community-based organizations (CBOs) and others with a stake in the development of the plan and consider establishing a formal partnership with one or more CBO(s) to support the engagement process.
- Identify outreach techniques for engaging community groups and the broader public.
- Ensure all stakeholders have open access to and input into the decision-making process and have timely information about the project as it moves forward.
- Provide reasonable public access to technical and other information about the project.
- Ensure the concerns, issues, and preferences of stakeholders are understood and reflected in the final plan document.

2. Target Audience

Engagement will be tailored to include a wide range of CSAP internal and external stakeholders. Each target audience has a unique constellation of needs regarding how, where, when, and with whom the engagement will be conducted. Furthermore, each target audience has its unique familiarity with different facets of plan content (e.g., engineering knowledge, political knowledge, concerns, and personal experience with safety issues). Audiences should be engaged in an order that best leverages and builds upon available information and solicits feedback that supports the next phase of engagement or plan development.

FOCUSING ON VULNERABLE ROAD USERS

Our analysis will include quantitative analysis of VRU fatalities and serious injuries that includes data such as location, roadway functional classification, design speed, speed limit, and time of day. To identify the percentage of VRU's killed or seriously injured we will take a multi-pronged approach:

- Align with upcoming VRU submittals by reviewing the safety assessments due to FHWA in November that consider the demographics of the locations of fatalities and serious injuries, including race, ethnicity, income, and age.
- Track trips originating from disadvantaged locations. We will leverage census resources like the Equitable Transportation Community Explorer (ETCE) to blend with origin-destination (OD) data by cross-reference findings with crash data, shedding light on the connections between transportation safety and socioeconomic factors.

This insight informs the integration of equity into location and facility prioritization. By combining routing engines like the Open Streets Routing Machine (OSRM) with OD information (from the regional travel demand model, tools like Replica) to traffic analysis zones, the number of trips using a facility can be estimated without running a time-intensive select-link analysis with the TDM. Engage with stakeholders to leverage their local knowledge of locations with higher VRU and crash density on the HIN.

3. Outreach Strategies

Foresite has used several strategies to get critical input from constituents. Foresite will work with City staff on the details of our proposed plan. Approaches for engagement could include:

- Establishing the Project Stakeholder Committee. This group has been referred to in the approach but will have a mix of technical staff, political and appointed staff, interest groups, and the public.
- Partnering with community-based organizations (CBOs) and neighborhood or district groups to receive input and feedback via small group meetings. CBOs can serve as trusted liaisons between city/county staff and consultants to the public who create a comfortable and familiar small-group context in which community members feel comfortable asking questions and sharing feedback. They are also great at helping to identify and address equity issues.
- Community workshops and public forums. Large workshops and forums (virtual or in-person) provide opportunities to share information with the public, get the word out about draft plans, and advertise upcoming engagement opportunities. In-person workshops provide opportunities to gather nuanced insights from the public via hands-on idea-generating activities (e.g., mapping and sketching).
- Online outreach via a project website and surveys. This medium provides the opportunity to engage individuals who cannot attend in-person or timed events. It is important to be aware of language barriers (i.e., provide the website in commonly spoken languages) and acknowledge who cannot access this medium based on digital divides in the community.
- Tabling activities near key community services and gathering spaces. This strategy can help reach individuals not otherwise reached by mailers, digital notices, social media, and other traditional means of government communication. This strategy can be used to directly share information about a plan and solicit feedback or direct individuals to engage via one of the other available activities mentioned above.

Ultimately, engagement best serves the project when it is designed to meet all unique stakeholder groups where they are and provide flexibility in how people engage with and provide feedback on project materials.

ENGAGEMENT PHASING & SCHEDULING

The most successful engagement plans are designed to facilitate iterative improvement of the plan via knowledge sharing and receipt of feedback. Though each project has its unique engagement needs and capacities, outreach can generally be structured to align with CSAP phases:

Phase 1: Existing Conditions & Vision/Goal Setting

Phase 2: Proposed Infrastructure Improvements & Priority Projects

Phase 3: Draft Plan Review & Adoption

Deliverables. Community Engagement Plan

TASK 5.2: PROJECT WEBSITE, ONLINE SURVEY, AND SOCIAL MEDIA

As part of the engagement process, the Foresite Team will work with City staff on appropriate materials for and assist the city with the logistics of the community engagement activities for the CSAP. This will include the development of PowerPoint presentations, briefing papers, pamphlets, and visual displays. The team will also leverage the use of GIS and develop survey instruments that will be used during the various stages of the SCAP process.

Deliverables. Miscellaneous presentation materials.

TASK 5.3: PUBLIC WORKSHOPS

We are adept at hybrid in-person public workshops and online participation at key milestones of the project. We will advertise public workshops using the multimedia approach outlined in the Community Engagement Framework, focusing on engaging historically disadvantaged and geographically diverse community members, and will feature bilingual materials, as required. We propose using traditional methods like exhibits, boards, large-format prints, and comment cards. We will also collect web-based input utilizing the previously mentioned web-based survey and mapping tools.

- The first phase will focus on systemic and geographic trends identified by crash analysis and will solicit community input regarding safety issues and concerns.
- The second round of outreach will present a series of draft recommendations – for Policies, Guidelines, and Standards (Task 7) and Project and Strategy Development (Task 8) – for input.
- The third round of outreach will present the draft Action Plan and accept minor revisions to ensure the adoption of the Plan by the Client.

Deliverables. Schedule of hybrid public workshops

TASK 5.4: ONGOING COMMUNITY EVENTS

The second in-person meeting will focus on projects that can improve the safety performance of Key West. We will use various countermeasures to counteract the conditions that are leading to high crash locations. We will also seek to make proactive improvement recommendations. We will seek to solicit feedback on the draft projects and preliminary prioritization results.

Deliverables. In-person Meeting #2.

TASK 5.5: COMMUNITY ENGAGEMENT TECHNICAL MEMORANDUM

The Foresite Team will document the community engagement process so that all input, recommendations, and comments are captured.

Deliverables. Technical Memorandum on Community Engagement Summarization

TASK 6: CRASH ANALYSIS

In our pursuit of creating a CSAP, Task 6 focuses on comprehensive Data Collection & Analysis, a critical step in formulating an effective Action Plan. Our approach is multifaceted, encompassing various data sources and analytical methods to derive valuable insights that inform targeted safety measures.

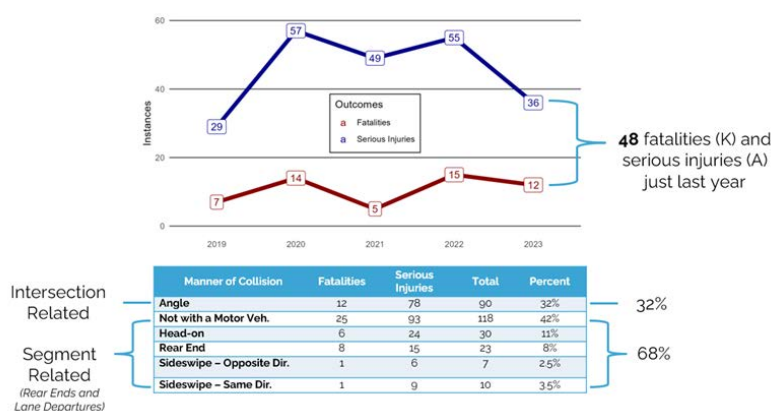
The Foresite team will rely on data from several sources that present the environment for safety from USDOT, FDOT, and the city and county.

In addition to the data sources above, the Foresite Team may use Replica data. Replica is an AI-powered urban planning tool developed by Sidewalk Labs that uses aggregated and anonymized data to create a digital model of a city and simulate various urban scenarios.

Replica can analyze vast amounts of data related to traffic patterns, pedestrian movements, accident hotspots, and other relevant information. Replica can analyze demographic data to identify areas with vulnerable populations, such as children, elderly individuals, or people with disabilities, who might be at higher risk on the streets. This information can guide the development of targeted safety measures.

The Foresite Group’s team will conduct data analysis to identify factors such as traffic speed that can potentially have causation or correlation to crash patterns. A similar analysis of various contributing factors will be used to identify emphasis areas. Geospatial and socioeconomic data will be analyzed to identify whether high-injury crashes are disproportionately occurring in certain parts of the city. In addition, weighting factors can be applied based on whether the road is near areas frequented by children (schools, parks, etc.) or if the street is near/along a transit route. Based on safety data analysis, city staff/community priority factors, and other roadway features and factors, a GIS map of the city’s High Injury Network will be developed and provided. This analysis will be used to identify and prioritize potential projects as part of the overall safety action plan.

In addressing equity, the Foresite team will utilize the USDOT Equitable Transportation Community (ETC) Explorer tool to serve as a baseline for identifying Justice 40 Communities. The tool has identified specific areas within Key West that are considered disadvantaged Census tracts. Specific elements are available for each of these Census tracts that can inform the outreach process, such as poverty level, median household income, transportation cost burden, estimated cost of transportation, housing cost burden, households with no personal vehicle, broadband access, and drive distances to education, grocery stores and medical services.

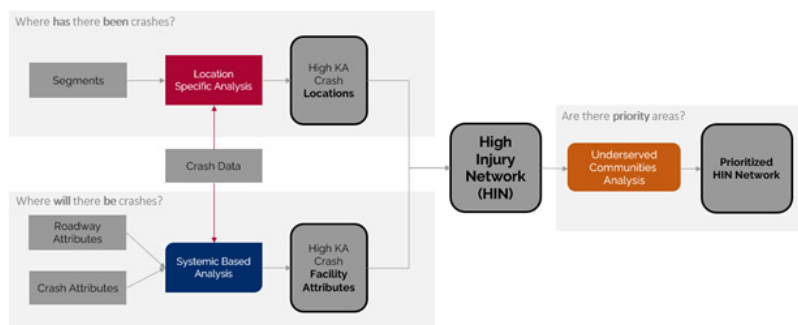


LOCATION-SPECIFIC ANALYSIS

To pinpoint high fatal and serious injury crash locations, we segment data into 1-mile roadways and intersections and calculate five-year rolling average counts and crash rates. Our methodology extends to calculating Excess Expected Crashes and Level of Service of Safety (LOSS) using Safety Performance Functions (SPFs) and the Empirical Bayes (EB) Method. This comprehensive approach allows us to identify concentrations of fatal and serious injuries that exceed expected norms, providing a flexible framework for effective intervention, whether infrastructural, behavioral, or operational.

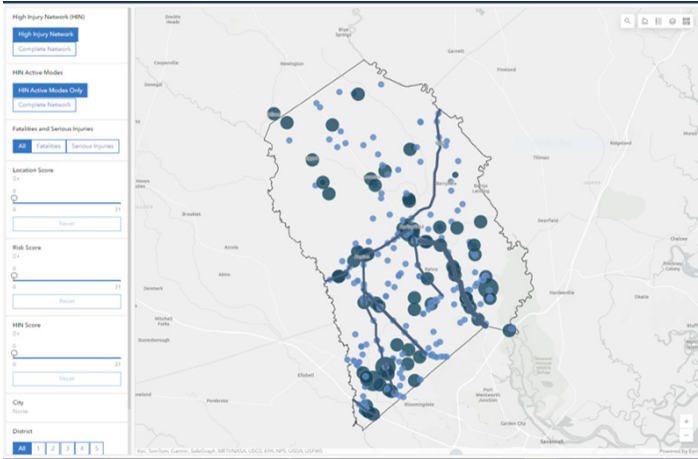
SYSTEMIC-BASED ANALYSIS

Harnessing the power of machine learning algorithms and empirical analysis, our team delves into data patterns and trends to find the contributing circumstances related to crashes. We employ techniques such as Pearson correlation plots and tables, ensemble decision tree models, and traditional negative binomial regression models to identify statistically significant contributing factors behind high-severity, low-frequency crash locations. Identifying independent variables that correlate to crash risk, such as driver condition/behavior, non-motorist presence, environmental factors, roadway characteristics, crash sequence, injured person characteristics, and vehicle crash factors such as speeding. This systemic analysis provides an epidemiological framework to treat traffic incidents as a public health issue where we aim to identify underlying causes and predict future risks of incidents, much like an epidemiologist would identify causes and risks of disease. This enables us to propose interventions that are both responsive and proactive, addressing the root causes rather than just the symptoms. Our team may also use Replica to gather information on disadvantaged community safety issues. Replica’s data can also be used to normalize severe injury and fatality crash data to go beyond where crashes are happening and determine where road users are most at risk.



HIGH-INJURY NETWORK (HIN) IDENTIFICATION

Identifying high-risk areas is a pivotal aspect of our safety analysis and a strong column in SS4A grant funding. We utilize a dual approach, encompassing both location-specific and systemic analyses, to identify areas warranting further evaluation and potential safety treatments. Our holistic approach recognizes the importance of addressing evidence-based crash hot spots while also proactively modernizing high-risk roadways, even before a significant number of crashes occur. We then compare this high-injury network to disadvantaged and vulnerable road users to find our most important types of corridors, intersections, and locations.



FACILITIES ASSESSMENT

As part of the assessment process, we will be examining the physical condition and location of critical infrastructure in the city. We will collect information on bridge structures, road conditions, bicycle and pedestrian facilities, school locations, school bus routes, and railroads. All this information will be placed in GIS as we will be developing a GIS-based application with all these attributes that will allow the Foresite team to develop and assess projects and countermeasures.

Deliverables. Technical Memorandum on Data Collection and Analysis Technical Memorandum

TASK 6.1: DATA COLLECTION AND DEVELOPMENT

As part of the location analysis discussed above, the Foresite team will use 6-years of crash data for analysis. This will be based largely on information from FDOT and the city. We will supplement and support this assessment with information on post-crash care that we will glean from the Division of Public Health.

Deliverables. Technical Memorandum on Data Collection and Analysis Technical Memorandum.

TASK 6.2: DEVELOP CRASH ANALYSIS METHODOLOGIES

The analysis developed from the assessment of existing data as well as our systemic and facilities analysis will be published in a technical memorandum.

Deliverables. Technical Memorandum on Data Collection and Analysis Technical Memorandum.

TASK 6.3: CRASH ANALYSIS

As part of the location analysis discussed above, the Foresite team will use 6 years of crash data for analysis. This will be based largely on information from FDOT and the city. We will supplement and support this assessment with information on post-crash care that we will glean from the Division of Public Health.

Deliverables. Technical Memorandum on Data Collection and Analysis Technical Memorandum

TASK 6.4: TECHNICAL MEMORANDUM

As part of the location analysis discussed above, the Foresite team will use 6-years of crash data for analysis. This will be based largely on information from FDOT and the city. We will supplement and support this assessment with information on post-crash care that we will glean from the Division of Public Health.

Deliverables. Technical Memorandum on Data Collection and Analysis Technical Memorandum

TASK 6.5 POLICY AND PROCESS CHANGES

Safety is not a separate issue or area. Safety permeates throughout all areas and business lines of the city. Our team will assist the city in examining critical plans of the city for how they help facilitate a Safety Culture for the city.

TASK 6.6 REVIEW CURRENT POLICIES AND PROCESSES TO ADDRESS SAFETY

One potential outcome to assist in implementing emphasis areas may be changes in current practices. This may necessitate changes to the laws and regulations in the city. This may also involve some changes in the organizational and operating model for Key West.

Formalizing policies can also help to improve and institutionalize safety. For example, a locality can develop policies related to the maintenance of signs and pavement markings, provision of pedestrian features, transverse rumble strips, or vegetation removal. These policies can also serve as proactive risk management tools if they improve and institutionalize safety, by showing a measured approach towards improving safety. If these types of changes are deemed necessary by the city and Stakeholder Committee, the Foresite team will assist in drafting such items.

Deliverables. Technical Memorandum on Existing Plans and Policies, Technical Memorandum on recommendations for change

DEVELOP RECOMMENDED CHANGES

Having good policies and procedures in place is one step toward building a safety culture but one needs plans and standards that are implementable and show the city is moving forward with a safety-first approach. As such the Foresite team will assess the functional classification system in Key West and make any recommendations and modifications. Once a functional class system has been established, we will focus on the physical conditions of the roadway network. We will look to confirm and develop where needed base typical cross sections for various roadway types of dependent upon classification. This includes the changing of surface type. Finally, the Foresite Team will look at putting together infrastructure plans for the roadway and bicycle and pedestrian elements of the city’s transportation network. These infrastructure plans will have a 5- and 20-year horizon. The road plan will assess speeds using existing data provided by the city and FDOT.

Deliverables. Technical Memorandum on Proposed Changes.

TASK 7: POLICIES, GUIDELINES, AND STANDARDS

An actionable plan is built from the collection and assessment of quality data, key assumptions, civic input, and strategies. The Foresite team will facilitate the stakeholder committee to identify the key emphasis areas for the SS4A plan. An emphasis area is an area of opportunity to improve safety through a Safe System Approach.

The emphasis areas will be consistent with trends identified during the data analysis. The development of emphasis areas should have a robust public engagement process so that citizens have the chance to identify areas of concern. The countermeasure toolkit will be used to develop strategies to address the emphasis areas of concern.

IDENTIFY EMPHASIS AREA OBJECTIVES / PERFORMANCE MEASURES

Each emphasis area will help meet the plan’s overall goal by establishing objectives and performance measures. Performance measures are short-term outcomes that contribute to achieving the strategic plan. They provide milestones, and indications of progress, and will be established within a specific, actionable period. Performance measures may be set at specified time intervals measured over the life of the plan such as, “reducing roadway departure fatalities each year and an overall reduction of 10 percent within five years.”

Click on the map to create a point. To change the location of a point, click on the map again in the new location. Use the + (plus sign) button to add multiple locations.



ASSESS FUTURE CONDITIONS

In developing strategies and emphasis areas, one needs to understand future conditions. The Foresite Team will forecast traffic for 20 years along key routes based on percentage annual growth and considering forecasted changes in local land use. From these forecasts assumptions about the future can be made regarding future levels of service (LOS) and operating conditions along key routes and intersections. This forecast will also shed some insights on capacity, geometry, right of way, and other deficiencies along key roadway routes identified for the 20-year time frame.

TASK 7.1: REVIEW EXISTING POLICIES, GUIDELINES, AND STANDARDS

The Foresite team will propose strategies for each key emphasis area. These will be prioritized by the stakeholder committee by comparing the benefits and costs of implementation. This comparison will help the implementation phase by starting with the strategies that provide the highest benefit (e.g., reduction in crashes) for the least cost. However, costs and benefits are not the only considerations. Other considerations for prioritization will include the availability of manpower (e.g., does the city maintenance staff have time available to trim vegetation over the summer), the implementation schedule (e.g., are there short-term strategies that can be implemented rather quickly), and the relative importance of each emphasis area. The stakeholder committee will determine an agreed-upon priority for the strategy with these considerations in mind.

Deliverables. Technical Memorandum on Project Prioritization.

TASK 7.2: RECOMMEND NEW AND/OR REVISED POLICIES, GUIDELINES, AND STANDARDS

The CSAP will utilize the prioritization developed earlier to address the safety at the Top 20 intersections in the city. Strategies will be focused on addressing the emphasis areas that are confirmed by the Task Force. Strategies will be based on identifying, categorizing, and reviewing high-priority intersections for improvement. These are locations where safety improvements are most needed to reduce the potential risk and improve safety at these intersections. Options will be provided by the Foresite Team to the city and the Task Force for consideration and ultimate inclusion in the plan.

Deliverables. Technical Memorandum on Intersections.

TASK 7.3: POLICIES, GUIDELINES, AND STANDARDS TECHNICAL MEMORANDUM

The CSAP will also include strategies focused on addressing the emphasis areas on segments in the city. Strategies will be based on identifying, categorizing, and reviewing high-priority corridors for improvement. These are locations where safety improvements are most needed to achieve the goals of the SS4A and can form the basis for system-wide improvement strategies. Options will be provided by the Foresite Team to the city and the Task Force for consideration and ultimate inclusion in the plan.

Deliverables. Technical Memorandum on Safety City-wide.

DOCUMENTATION WITH STAGED IMPROVEMENT PLAN

The Foresite team will propose strategies for each key emphasis area. These will be prioritized by the Task Force by comparing the benefits and costs of implementation. This comparison will help the implementation phase by starting with the strategies that provide the highest benefit (e.g., reduction in crashes) for the least cost. However, costs and benefits are not the only considerations. Other considerations for prioritization will include the availability of manpower (e.g., does the city maintenance staff have time available to trim vegetation over the summer), the implementation schedule (e.g., are there short-term strategies that can be implemented rather quickly), and the relative importance of each emphasis area. The Task Force will determine an agreed-upon priority for the strategy with these considerations in mind.

The goal of this report will be to make the case for safety improvements in the city that include quick action items as well as longer-term solutions that will need additional development. This document will be the basis for engaging state and federal agencies funding to implement the plan.

Deliverables. Technical Memorandum on Implementation.

TASK 8: PROJECTS AND STRATEGIES

Evaluating and monitoring the Action Plan is essential to ensure that the implemented strategies are effective in reducing accidents, improving road safety, and achieving the plan's objectives.

TASK 8.1: IDENTIFY PROJECTS AND STRATEGIES

The team will work with city staff to develop monitoring procedures, that could include items such as creating a Vision Zero Task Force, assessment of high injury network, and evaluating the effectiveness of safety campaigns. The results will be in an annual report.

For the CSAP, it is foreseen that the specific data shown will be:

- Annual comparison of crashes by mode and severity from a systemwide perspective.
- Annual assessment of previously identified crash hot spots for trends.
- Continuous opportunity for citizens to report safety issues.
- Quantifying the number of programs promoting safety throughout the city

Deliverables. The Foresite Team will develop a succinct manual describing how the dashboard is programmed and walk through the work with the city staff. The manual will also include the location of data sources and how that data is processed in the dashboard.

TASK 8.2: PRIORITIZATION METHODOLOGY

As mentioned earlier, the Foresite Team will prepare a multi-pronged approach to public engagement. An important component of engagement is taking advantage of technology. The Foresite Team will work with City staff on the best course of action to leverage technology. We find that leveraging existing communication methods a city uses is one of the most effective ways

for communication. It is known by the locals and does not add any confusion by trying to promote new sites or locations for information. As such, we will assist the city develop a site that can be hosted by the city that will be a resource for those in the public interested in learning more and participating in the SS4A study process. The proposed site will have functionality that will allow residents to get information regarding the status of the study, public meeting announcements, presentations, meeting summaries, and reports. The site will also function as a tool for collecting information from the public at the various stages of the study process. We will see to the use of GIS-based applications to collect information on issues and concerns, proposed countermeasures and projects, and strategies and plans for implementation. The website will also be designed as a progress tool to display performance in the future.

Deliverables. Technology Plan for an SS4A study website and progress tool.

TASK 8.3: PRIORITIZE PROJECTS AND STRATEGIES

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Deliverables. Technology Plan for an SS4A study website and progress tool.

TASK 8.4: PROJECTS AND STRATEGIES TECHNICAL MEMORANDUM

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Deliverables. Technology Plan for an SS4A study website and progress tool.

TASK 9: EVALUATING AND REPORTING

As with most planning efforts, the final task is developing an Action Plan. The plan will be the basis for starting the city's safety journey. It will also be an important document for implementation. The plan will list recommendations with enough detail to support implementation. The plan will include an executive summary-type document that will allow the public and decision-makers to easily understand what the city is seeking to accomplish. This will be followed by a more detailed report with technical data that supports the plan's insights

TASK 9.1: EVALUATION AND REPORTING TECHNICAL MEMORANDUM

As mentioned earlier, the Foresite Team will prepare a multi-pronged approach to public engagement. An important component of engagement is taking advantage of technology. The Foresite Team will work with City staff on the best course of action to leverage technology. We find that leveraging existing communication methods a city uses is one of the most effective ways for communication. It is known by the locals and does not add any confusion by trying to promote new sites or locations for information. As such, we will assist the city develop a site that can be hosted by the city that will be a resource for those in the public interested in learning more and participating in the SS4A study

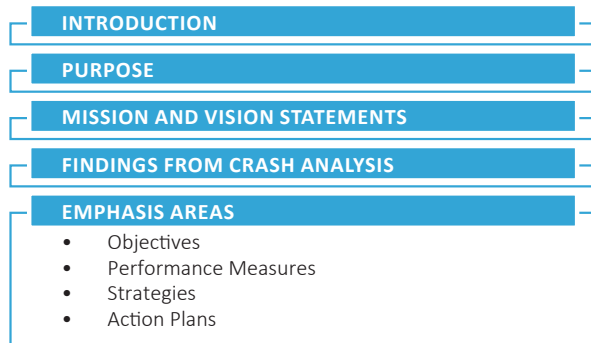
Deliverables. Technology Plan for an SS4A study website and progress tool.

TASK 10: ACTION PLAN

As with most planning efforts, the final task is developing an Action Plan. The plan will be the basis for starting the City's safety journey. It will also be an important document for implementation. The plan will list out recommendations with enough detail to support implementation. The plan will include an executive summary type document that will allow the public and decision-makers to easily understand what the city is seeking to accomplish. This will be followed by a more detailed report with technical data that supports the plan's insights.

TASK 10.1: PRESENTATIONS TO RELEVANT BOARDS

At this point, the Foresite Team in consultation with city staff and the Task Force has developed and prioritized the issues, needs, and strategies to address the safety concerns for the city. The Foresite Team will provide a thorough accounting of this process using the following as out report outline.



The draft will be provided to the city for review and comment. The Foresite Team will respond promptly to comments or concerns expressed by the city on the draft.

Deliverables. Draft SS4A Plan.

TASK 10.2: ACTION PLAN DOCUMENT

A final report will be developed using all the input received. The goal of the written report will be to make the case for safety improvements in the city while being an easy-to-understand document that balances the technical level of detail state and federal agencies will seek as the city begins to ask for funding to implement the plan.

Deliverables. Final SS4A Plan.

TASK 11: IMPLEMENTATION GRANT ASSISTANCE

As with most planning efforts, the final task is developing an Action Plan. The plan will be the basis for starting the City's safety journey. It will also be an important document for implementation. The plan will list recommendations with enough detail to support implementation. The plan will include an executive summary-type document that will allow the public and decision-makers to easily understand what the city is seeking to accomplish. This will be followed by a more detailed report with technical data that supports the plan's insights.

TASK 11.1: IDENTIFY IMPLEMENTATION GRANT PROJECTS AND STRATEGIES

At this point, the Foresite Team in consultation with city staff and the Task Force has developed and prioritized the issues, needs, and strategies to address the safety concerns for the city. The Foresite Team will provide a thorough accounting of this process using the following as out report outline.

The draft will be provided to the city for review and comment. The Foresite Team will respond promptly to comments or concerns expressed by the city on the draft.

Deliverables. Draft SS4A Plan.

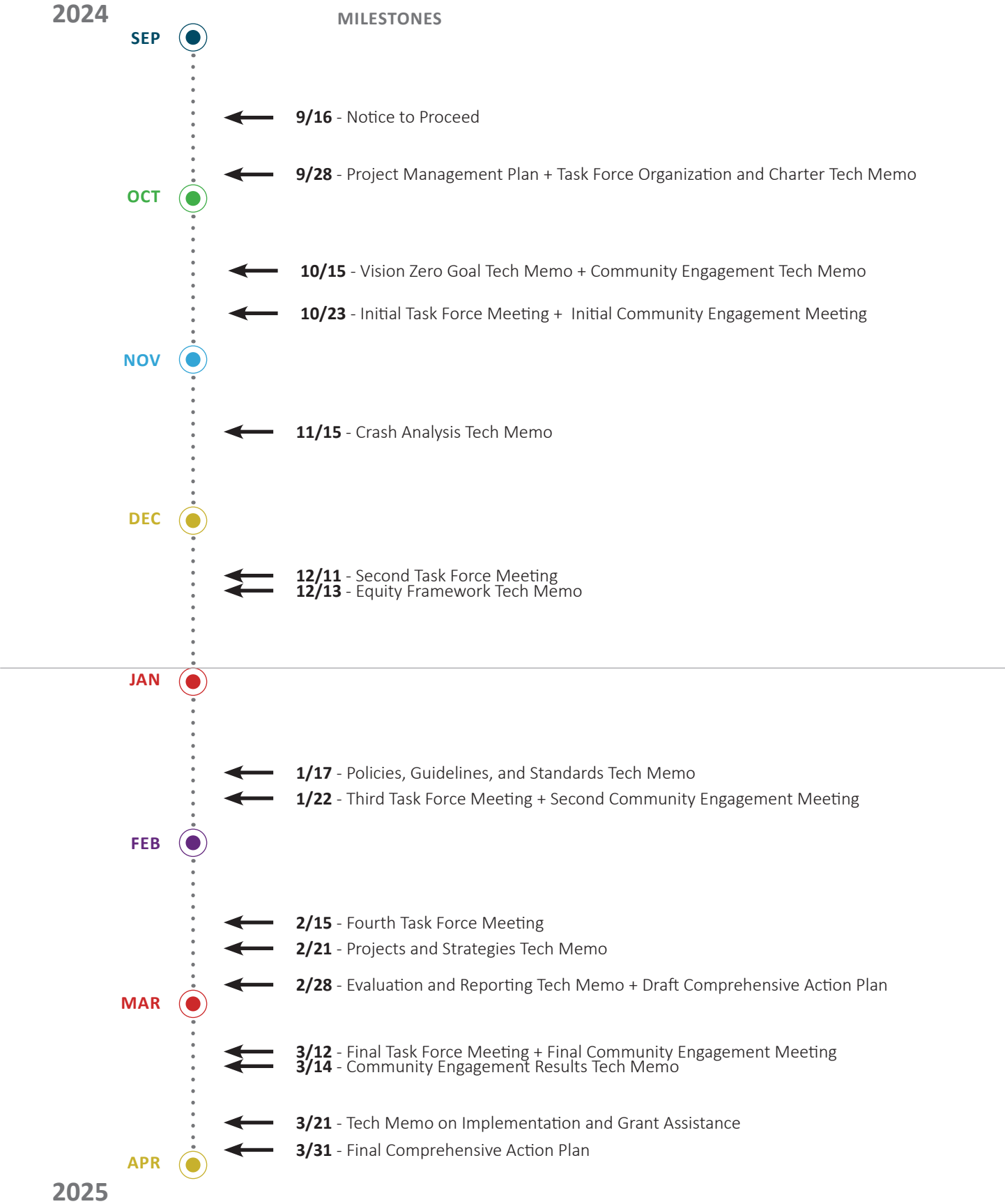
TASK 11.2: IMPLEMENTATION GRANT ASSISTANCE

A final report will be developed using all the input received. The goal of the written report will be to make the case for safety improvements in the city while being an easy-to-understand document that balances the technical level of detail state and federal agencies will seek as the city begins to ask for funding to implement the plan.

Deliverables. Final SS4A Plan Technical Memorandum on Grant Implementation.

PROPOSED TIMELINE

This schedule assumes a notice to proceed from the City by September 16, 2024. Timing for milestones and activities would be proportional based on the actual notice to proceed. Contract Work Begins September 16, 2024. Contract Work Ends March 31, 2025.





G

KNOWLEDGE OF KEY WEST

Give a brief description of your firm's familiarity with the City of Key West and its unique challenges.

KNOWLEDGE OF KEY WEST

We understand that the city of Key West faces substantial traffic and safety challenges due to its unique geographical and demographic characteristics. The city's peninsular shape, stretching approximately 4 miles long by 1.5 miles wide, creates natural constraints on transportation infrastructure. Its location at the southernmost point of U.S. Highway 1, a critical arterial route, exacerbates these challenges by funneling all inbound and outbound traffic through a limited corridor. Additionally, the influx of vehicles and pedestrians during festivals and the peak tourist season places an extraordinary burden on the city's transportation network, which is already taxed by a smaller permanent population of 27,040 residents (2022 estimate).

As the county seat of Monroe County, Key West not only serves as a local hub but also plays a pivotal role in the broader regional context. The Foresite team is exceptionally well-prepared to navigate the complexities of working within a commission-manager form of government, as well as collaborating effectively with the volunteer boards and commissions that carry out vital responsibilities within the city's governance framework. Our approach includes building strong relationships with all stakeholders, ensuring that voices from all sectors are heard and considered.

Moreover, we are acutely aware of the significant presence of the U.S. Navy and Coast Guard in Key West, institutions that are integral to the fabric of the community. We would actively seek their involvement in the planning process, recognizing the importance of addressing their unique transportation and safety needs as part of a holistic safety action plan. Our past experience working with communities similar to Key West, where tourism causes a seasonal or event-driven surge in population, has equipped us with the expertise to manage the complex transportation impacts that come with such fluctuations. We have successfully partnered with other cities where tourism exponentially increases the number of people in town, and we understand the critical importance of planning for these scenarios to ensure both safety and mobility for residents and visitors alike.

H

SWORN STATEMENTS / AFFIDAVITS

The Proposer shall have signed and returned all forms attached herein as Section 4 (Anti-Kickback, Non-Collusion, Public Entities Crimes, Equal Benefits for Domestic Partners, Cone of Silence, Scrutinized Companies List, Indemnification)

LIST OF ATTACHED FORMS:

1. Anti-kickback Affidavit
2. Non-Collusion Affidavit
3. Sworn Statement Pursuant to Section 287.133(3)(A), on Public Entity Crimes
4. Equal Benefits for Domestic Partners Affidavit
5. Cone of Silence Affidavit
6. Vendor Certification Regarding Scrutinized Companies Lists
7. Indemnification Form
8. Affidavit Attesting to Noncoercive Conduct for Labor or Services
9. Certification Regarding Lobbying
10. Addendum Acknowledgement

ANTI-KICKBACK AFFIDAVIT

STATE OF Georgia)

: SS

COUNTY OF Gwinnett)


I, the undersigned hereby duly sworn, depose and say that no portion of the sum herein bid will be paid to any employees of the City of Key West as a commission, kickback, reward, or gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.

By: 

Sworn to (or affirmed) and subscribed before me by means of [] physical presence or [] online notarization, this day of, 2024, by Erik Johnston, President

August 28




(Signature of Notary Public- State of ~~Florida~~ Georgia)

Marian T. Madden
(Name of Notary Typed, Printed, or Stamped)

Personally Known OR Produced Identification _____

Type of Identification Produced _____

NON-COLLUSION AFFIDAVIT

STATE OF Georgia)

: SS

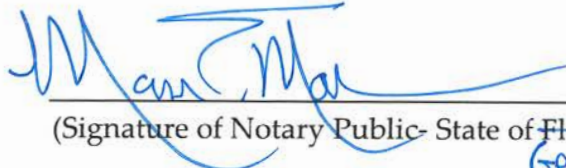
COUNTY OF Gwinnett)

I, the undersigned hereby declares that the only persons or parties interested in this Proposal are those named herein, that this Proposal is, in all respects, fair and without fraud, that it is made without collusion with any official of the Owner, and that the Proposal is made without any connection or collusion with any person submitting another Proposal on this Contract.

BY: 

Sworn to (or affirmed) and subscribed before me by means of [] physical presence or [] online notarization, this day of, 2024, by Erik Johnston, President

August 28


(Signature of Notary Public- State of Florida .
Georgia)



Marian T. Madden
(Name of Notary Typed, Printed, or Stamped)

Personally Known OR Produced Identification _____

Type of Identification Produced _____

**SWORN STATEMENT UNDER SECTION 287.133(3)(A)
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid or Proposal for _____

City of Key West City-wide Comprehensive Safety Action Plan RFP # 24-008

2. This sworn statement is submitted by: Foresite Group, LLC dba
Foresite Consulting Group of Florida, LLC

(Name of entity submitting sworn statement)

whose business address is: 3740 Davinci Ct, Suite 100, Peachtree Corners, GA 30092

and (if applicable) its Federal Employer Identification Number (FEIN) is: 38-3672020

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement)

3. My name is Erik Johnston

(Please print name of individual signing)

and my relationship to the entity named above is: President

4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including but not limited to, any bid or contract for goods or services to be provided to any public or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, material misrepresentation.

5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication guilt, in any federal or state trial court of record relating to charges brought by

indictment information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of a public entity crime; or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
7. I understand that a “person” as defined in Paragraph 287.133(1)(8), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement (indicate which statement applies).

 X Neither the entity submitting this sworn statement, or any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the

management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (attach a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH ONE (1) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR THE CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Erik Johnston
(Signature)

8/28/24
(Date)

STATE OF Georgia

COUNTY OF Gwinnett

Sworn to (or affirmed) and subscribed before me by means of [] physical presence or [] online notarization, this day of, 2024, by Erik Johnston, President.

August 27



Marian T. Madden
(Signature of Notary Public - State of ~~Florida~~, Georgia)

Marian T. Madden
(Name of Notary Typed, Printed, or Stamped)

Personally Known OR Produced Identification

Type of Identification Produced _____

EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT

STATE OF Georgia)

: SS

COUNTY OF Gwinnett)

I, the undersigned hereby duly sworn, depose and say that the firm of Foresite Group, LLC
dba Foresite Consulting Group of Florida, LLC provides benefits to domestic partners of its employees on the
same basis as it provides benefits to employees' spouses, per City of Key West Code of Ordinances
Sec. 2-799.

By: 

Sworn to (or affirmed) and subscribed before me by means of [] physical presence or []
online notarization, this day of, 2024, by Erik Johnston, President
August 28




(Signature of Notary Public- State of Florida
Georgia)

Marian T. Madden
(Name of Notary Typed, Printed, or Stamped)

Personally Known OR Produced Identification _____

Type of Identification Produced _____

CONE OF SILENCE AFFIDAVIT

Pursuant to City of Key West Code of Ordinances Section 2-773 (attached below)

STATE OF Georgia)

: SS


COUNTY OF Gwinnett)

I, the undersigned hereby duly sworn, depose and say that all owner(s), partners, officers, directors, employees, and agents representing the firm of Foresite Group, LLC dba Foresite Consulting Group of Florida, LLC have read and understand the limitations and procedures regarding communications concerning City of Key West Code of Ordinances Sec. 2-773 Cone of Silence (attached).

By: 

Sworn to (or affirmed) and subscribed before me by means of [] physical presence or [] online notarization, this day of, 2024, by Erik Johnston, President August 28




(Signature of Notary Public - State of Florida) Georgia

Marian T. Madden
(Name of Notary Typed, Printed, or Stamped)

Personally Known OR Produced Identification _____

Type of Identification Produced _____

Sec. 2-773. Cone of Silence.

- a. Definitions. For purposes of this section, reference to one gender shall include the other, use of the plural shall include the singular, and use of the singular shall include the plural. The following definitions apply unless the context in which the word or phrase is used requires a different definition:
 - (1) Competitive solicitation means a formal process by the City of Key West relating to the acquisition of goods or services, which process is intended to provide an equal and open opportunity to qualified persons and entities to be selected to provide the goods or services. Competitive solicitation shall include request for proposals ("RFP"), request for qualifications ("RFQ"), request for letters of interest ("RFLI"), invitation to bid ("ITB") or any other advertised solicitation.
 - (2) Cone of silence means a period of time during which there is a prohibition on communication regarding a particular competitive solicitation.
 - (3) Evaluation or selection committee means a group of persons appointed or designated by the city to evaluate, rank, select, or make a recommendation regarding a vendor or the vendor's response to the competitive solicitation. A member of such a committee shall be deemed a city official for the purposes of subsection (c) below.
 - (4) Vendor means a person or entity that has entered into or that desires to enter into a contract with the City of Key West or that seeks an award from the city to provide goods, perform a service, render an opinion or advice, or make a recommendation related to a competitive solicitation for compensation or other consideration.
 - (5) Vendor's representative means an owner, individual, employee, partner, officer, or member of the board of directors of a vendor, or a consultant, lobbyist, or actual or potential subcontractor or sub-consultant who acts at the behest of a vendor in communicating regarding a competitive solicitation.
- b. Prohibited communications. A cone of silence shall be in effect during the course of a competitive solicitation and prohibit:
 - (1) Any communication regarding a particular competitive solicitation between a potential vendor or vendor's representative and the city's administrative staff including, but not limited to, the city manager and his or her staff;
 - (2) Any communication regarding a particular competitive solicitation between a potential vendor or vendor's representative and the mayor, city commissioners, or their respective staff;
 - (3) Any communication regarding a particular competitive solicitation between a potential vendor or vendor's representative and any member of a city evaluation and/or selection committee; therefore, and
 - (4) Any communication regarding a particular competitive solicitation between the mayor, city commissioners, or their respective staff, and a member of a city evaluation and/or selection committee, therefore.
- c. Permitted communications. Notwithstanding the foregoing, nothing contained herein shall prohibit:
 - (1) Communication between members of the public who are not vendors or a vendor's representative and any city employee, official or member of the city commission;
 - (2) Communications in writing at any time with any city employee, official or member of the city commission, unless specifically prohibited by the applicable competitive solicitation. (A) However, any written communication must be filed with the city clerk. Any city employee, official or member of the city commission receiving or making any written communication must immediately file it with the city clerk. (B) The city clerk shall include all written communication as part of the agenda item when publishing information related to a particular competitive solicitation;

- (3) Oral communications at duly noticed pre-bid conferences;
- (4) Oral presentations before publicly noticed evaluation and/or selection committees;
- (5) Contract discussions during any duly noticed public meeting;
- (6) Public presentations made to the city commission or advisory body thereof during any duly noticed public meeting;
- (7) Contract negotiations with city staff following the award of a competitive solicitation by the city commission; or
- (8) Purchases exempt from the competitive process pursuant to section 2-797 of these Code of Ordinances;

d. Procedure.

(1) The cone of silence shall be imposed upon each competitive solicitation at the time of public notice of such solicitation as provided by section 2-826 of this Code. Public notice of the cone of silence shall be included in the notice of the competitive solicitation. The city manager shall issue a written notice of the release of each competitive solicitation to the affected departments, with a copy thereof to each commission member, and shall include in any public solicitation for goods and services a statement disclosing the requirements of this ordinance.

(2) The cone of silence shall terminate at the time the city commission or other authorized body makes final award or gives final approval of a contract, rejects all bids or responses to the competitive solicitation or takes other action which ends the competitive solicitation.

(3) Any city employee, official or member of the city commission that is approached concerning a competitive solicitation while the cone of silence is in effect shall notify such individual of the prohibitions contained in this section. While the cone of silence is in effect, any city employee, official or member of the city commission who is the recipient of any oral communication by a potential vendor or vendor's representative in violation of this section shall create a written record of the event. The record shall indicate the date of such communication, the persons with whom such communication occurred, and a general summation of the communication.

e. Violations/penalties and procedures.

(1) A sworn complaint alleging a violation of this ordinance may be filed with the city attorney's office. In each such instance, an initial investigation shall be performed to determine the existence of a violation. If a violation is found to exist, the penalties and process shall be as provided in section 1-15 of this Code.

(2) In addition to the penalties described herein and otherwise provided by law, a violation of this ordinance shall render the competitive solicitation void at the discretion of the city commission.

(3) Any person who violates a provision of this section shall be prohibited from serving on a City of Key West advisory board, evaluation and/or selection committee.

(4) In addition to any other penalty provided by law, violation of any provision of this ordinance by a City of Key West employee shall subject said employee to disciplinary action up to and including dismissal.


(5) If a vendor is determined to have violated the provisions of this section on two more occasions it shall constitute evidence under City Code section 2- 834 that the vendor is not properly qualified to carry out the obligations or to complete the work contemplated by any new competitive solicitation. The city's purchasing agent shall also commence any available debarment from city work proceeding that may be available upon a finding of two or more violations by a vendor of this section. (Ord. No. 13-11, § 1, 6-18-2013)

VENDOR CERTIFICATION REGARDING
SCRUTINIZED COMPANIES LISTS

Respondent Vendor Name:	Foresite Group, LLC dba Foresite Consulting Group of Florida, LLC		
Vendor FEIN:	38-3672020		
Vendor's Authorized Representative Name and Title:	Erik Johnston, President		
Address:	3740 Davinci Ct, Suite 100		
City:	Peachtree Corners	State:	GA
		Zip:	30092
Phone Number:	770.368.1399		
Email Address:	ejohnston@fg-inc.net		

Section 287.135(2)(a), Florida Statutes, prohibits a company from bidding on, submitting a proposal for, or entering into or renewing a contract for goods or services of any amount if, at the time of contracting or renewal, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to section 215.4725, Florida Statutes, or is engaged in a boycott of Israel. Section 287.135(2)(b), Florida Statutes, further prohibits a company from bidding on, submitting a proposal for, or entering into or renewing a contract for goods or services over one million dollars (\$1,000,000) if, at the time of contracting or renewal, the company is on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, both created pursuant to section 215.473, Florida Statutes, or the company is engaged in business operations in Cuba or Syria.

As the person authorized to sign on behalf of Respondent, I hereby certify that the company identified above in the section entitled "Respondent Vendor Name" is not listed on either the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject such company to civil penalties, attorney's fees, and/or costs and termination of the contract at the option of the awarding governmental entity.

Certified By: Erik Johnston	President
<i>Print Name</i>	<i>Print Title</i>
who is authorized to sign on behalf of the above referenced company.	
Authorized Signature:	

CITY OF KEY WEST INDEMNIFICATION FORM

PROPOSER agrees to protect, defend, indemnify, save and hold harmless The City of Key West, all its Departments, Agencies, Boards, Commissions, officers, City's Consultant, agents, servants and employees, including volunteers, from and against any and all claims, debts, demands, expense and liability arising out of injury or death to any person or the damage, loss or destruction of any property which may occur or in any way grow out of any act or omission of the PROPOSER, its agents, servants, and employees, or any and all costs, expense and/or attorney fees incurred by the City as a result of any claim, demands, and/or causes of action except of those claims, demands, and/or causes of action arising out of the negligence of The City of Key West, all its Departments, Agencies, Boards, Commissions, officers, agents, servants and employees. The PROPOSER agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suit at its sole expense and agrees to bear all other costs and expenses related thereto, even if it (claims, etc.) is groundless, false or fraudulent. The City of Key West does not waive any of its sovereign immunity rights, including but not limited to, those expressed in Section 768.28, Florida Statutes. PROPOSER understands and agrees that any and all liabilities regarding the use of any subcontractor for services related to this agreement shall be borne solely by the PROPOSER. Ten dollars of the consideration paid by the City is acknowledged by PROPOSER as separate, good and sufficient consideration for this indemnification. This indemnification shall be interpreted to comply with Section 725.06 and 725.08, Florida Statutes.

These indemnifications shall survive the term of this agreement. In the event that any action or proceeding is brought against the City of Key West by reason of such claim or demand, PROPOSER shall, upon written notice from the City of Key West, resist and defend such action or proceeding by counsel satisfactory to the City of Key West.

The indemnification provided above shall obligate PROPOSER to defend at its own expense to and through appellate, supplemental or bankruptcy proceeding, or to provide for such defense, at the City of Key West's option, any and all claims of liability and all suits and actions of every name and description covered above which may be brought against the City of Key West whether performed by PROPOSER, or persons employed or utilized by PROPOSER.

The PROPOSER's obligation under this provision shall not be limited in any way by the agreed upon Contract Price as shown in this agreement, or the PROPOSER's limit of or lack of sufficient insurance protection.

[REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

COMPANY SEAL

PROPOSER: Foresite Group, LLC
dba Foresite Consulting Group of Florida, LLC
Address 3740 Davinci Ct, Suite 100
Peachtree Corners, GA 30092



Signature *Erik Johnston*

Erik Johnston 8/28/24
Print Name Date
President
Title

NOTARY FOR THE PROPOSER

STATE OF Georgia
COUNTY OF Gwinnett

The foregoing instrument was acknowledged before me by means [] physical presence or [] online notarization, this day of, 2024, by Erik Johnston, President

August 28



Marian T. Madden
(Signature of Notary Public- State of Florida)
Georgia

Marian T. Madden
(Name of Notary Typed, Printed, or Stamped)

Personally Known OR Produced Identification _____

Type of Identification Produced _____

AFFIDAVIT ATTESTING TO NONCOERCIVE CONDUCT
FOR LABOR OR SERVICES

Entity/Vendor Name: Foresite Group, LLC dba Foresite Consulting Group of Florida, LLC
Vendor FEIN: 38-3672020
Vendor's Authorized Representative: Erik Johnston, President

(Name and Title)
Address: 3740 Davinci Ct, Suite 100
City: Peachtree Corners State: GA Zip: 30092
Phone Number: 770.368.1399
Email Address: ejohnston@fg-inc.net


As a nongovernmental entity executing, renewing, or extending a contract with a government entity, Vendor is required to provide an affidavit under penalty of perjury attesting that Vendor does not use coercion for labor or services in accordance with Section 787.06, Florida Statutes.

As defined in Section 787.06(2)(a), coercion means:

1. Using or threatening to use physical force against any person;
2. Restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will;
3. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or service are not respectively limited and defined;
4. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
5. Causing or threatening to cause financial harm to any person;
6. Enticing or luring any person by fraud or deceit; or
7. Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03 to any person for the purpose of exploitation of that person.

As a person authorized to sign on behalf of Vendor, I certify under penalties of perjury that Vendor does not use coercion for labor or services in accordance with Section 787.06. Additionally, Vendor has reviewed Section 787.06, Florida Statutes, and agrees to abide by same.

Certified By: Erik Johnston, who is authorized to sign on behalf of the above referenced company.

Authorized Signature: 
Print Name: Erik Johnston
Title: President

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents of all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, United States Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.


Organization: Foresite Group, LLC dba
Foresite Consulting Group of Florida, LLC

Street address: 3740 Davinci Ct, Suite 100

City, State, Zip: Peachtree Corners, GA 30092

Erik Johnston,
CERTIFIED BY: (type or print)

President
TITLE: _____


(signature)

8/28/24
(date)



City of Key West
1300 White Street
Key West, FL
33040

ADDENDUM NO. 1
Key West City-wide Comprehensive
Safety Action Plan
RFP # 24-008

This addendum is issued as supplemental information to the bid package for clarification of certain matters of both a general and a technical nature.

QUESTIONS:

1. Due to prolonged shipping delays throughout North America, we kindly request the City accepts electronic submittals via email or secure file transfer for responses to the proposal. At a minimum, we would like to request the acceptance of electronic submittals with corresponding tracking information to be deemed responsive in case the hard copies are delivered after the RFP closing period.

Response – **Electronic submittals will not be accepted. The City of Key West is taking steps to allow electronic submittals in the future, but it will not be an option for this RFP.**

2. On PDF page 31 of the RFP, it does not mention that the Approach and Methodology are included in the page limit. Do these two sections count towards the 20-page limit?

Response – **In Section 3.4.1 Response Content: Part F. Approach and Methodology, Part G. Knowledge of Key West, and Part H. Sworn Statements and Affidavits – the responses will not count toward the page limit.**

3. Can we include a cover letter with our submittal? Will this count towards the page limit?

Response – **A cover letter can be included and will count toward the page limit.**

4. Does the City have an anticipated or desired end date for this contract?

Response – **The targeted Safety Action Plan completion date is 3/31/2025. The Safe Streets and Roads for All grant Period of Performance end date is 5/31/2026.**

All Bidders shall acknowledge receipt and acceptance of this **Addendum No. 1** by submitting the addendum with their proposal. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.

A handwritten signature in blue ink, appearing to read "Z. L. Stevens".

Signature

Foresite Group, LLC dba
Foresite Consulting Group of Florida, LLC

Name of Business



City of Key West
1300 White Street
Key West, FL
33040

ADDENDUM NO. 2
Key West City-wide Comprehensive
Safety Action Plan
RFP # 24-008

This addendum is issued as supplemental information to the bid package for clarification of certain matters of both a general and a technical nature.

QUESTIONS:

1. Task 9 Evaluation & Reporting mentions that a memo should be developed to specify that safety and equity outcome data be made publicly available (online) at specified time intervals (e.g., annually). As described in Task 4 ('Community Engagement'), the Project webpage will ultimately serve as a permanent Vision Zero dashboard - including a dynamic map of severe and fatal crashes, crash trend summaries, policy/project/strategy implementation summaries, and an evaluation of progress made toward the City's Vision Zero goal - to be updated annually by City staff. Is it the expectation that the dashboard is developed by the contractor?

Response – The contractor will need to produce the structure for reporting. It is the intent of City staff to provide updates to a “Vision Zero” page that resides at the <https://cityofkeywest-fl.gov/> domain using existing City resources.

2. The RFQ requests "budget and timeline". Is the City asking for the proposed total budget or do you require a detailed breakdown in a price proposal? If so, can you provide the template or guidance on the level of detail expected.

Response – The City would prefer a detailed breakdown by task, but there is not a template available.

3. Could the City of Key West clarify if any of the required forms need to be filled-out by the subconsultants, and if so, identify which of these forms are needed from them?

Response – Subconsultants do not need to complete any forms.

4. The Q&A release is scheduled to be published on August 28th. Since the City would like to receive Hard Copies of the proposal via mail, we would need to print and ship by August 30th at the latest to ensure The City receives our proposal on time, given that a holiday, Labor Day is on September 2nd. This would leave us with only 2 working days to work any changes that may result from the Q&A into the proposal. Would the City consider extending the deadline of proposal submission, so proposers have sufficient time to address changes?

Response – We do not anticipate extending the proposal deadline at this time.

5. Are the cover pages, table of contents and dividers included in 20-single side page limitation?

Response – **Although cover pages are included in the page limit, a table of contents and dividers may be excluded from the limit.**

6. If the President and CEO of the company signs the proposal, do we still need to provide evidence of his authority to sign?

Response – **As the signed proposal submission asserts authority, no additional evidence of authority is necessary.**

All Bidders shall acknowledge receipt and acceptance of this **Addendum No. 2** by submitting the addendum with their proposal. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.



Signature

Foresite Group, LLC dba
Foresite Consulting Group of Florida, LLC

Name of Business



City of Key West
1300 White Street
Key West, FL
33040

ADDENDUM NO. 3
Key West City-wide Comprehensive
Safety Action Plan
RFP # 24-008

This addendum is issued as supplemental information to the bid package for clarification of certain matters of both a general and a technical nature. The referenced Request for Proposals (RFP) package is hereby amended in accordance with the following items:

AMENDMENT TO EVALUATION CATEGORY 5: COST PROPOSAL

The point value of Category 5: Cost Proposal shall be 35, for a Total Points Possible of 130.

ADDITION OF LOCATION AND ZOOM LINK FOR EVALUATION COMMITTEE MEETING

Evaluation Committee for RFQ #24-008 Key West City-wide Comprehensive Safety Action Plan will meet to rank proposals September 11, 2024 at 2:00PM at City Hall, 1300 White Street, Key West, FL 1st Floor, City Commission Conference Room.

Attendance via Zoom can be accessed through the following link:

<https://cityofkeywest-fl-gov.zoom.us/j/89150292322?pwd=kIYpFriLHZ8WL7nH0OgAMU3A4474X8.1>

Meeting ID: 891 5029 2322 Passcode: 240483

Dial by your location+1 305 224 1968 US

QUESTIONS:

1. Concerning 3.2.11.1: confirm the interpretation of this to be the creation of an RFP type of summary seeking services from identified, qualified candidates to implement the work outlined for the project.

Response – For Task 11, the consultant shall prioritize projects and strategies (the “top candidate(s)”) that would be suitable for grant assistance – such as those which may be appropriate to submit for a Safe Streets and Roads for All Implementation Grant (or other implementation grant). Rather than an RFP, the consultant shall provide an Executive Summary that the City will ultimately use to seek additional funding.

2. Concerning the 3.2.11.2: confirm the deliverable here to be a summary of the expectations for the candidates who are eligible to implement the project.

Response - 2.11.2 identifies specific deliverables that will be helpful to justify implementation and may be required to apply for a subsequent grant.

3. Is the “timeline” requested in the proposal the schedule to complete the development of the action plan or its implementation?

Response – The “**timeline**” in the **Evaluation** category refers to the schedule to complete the development of the action plan, not future project implementation.

4. The RFP Content and Evaluation criteria asks for a Proposed Budget and Timeline. To be in compliance with the Federal Brooks Acts, is the intent of the City’s request for a budget, actually a request for proposed staff hours?

Response – **Yes, upon further review, the budget should be a fixed-fee price and submissions should factor in all costs including staff labor rates and hours. Note that this expands upon Addendum No. 2: Question 2.**

All Bidders shall acknowledge receipt and acceptance of this **Addendum No. 3** by submitting the addendum with their proposal. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.



Signature

Foresite Group, LLC dba
Foresite Consulting Group of Florida, LLC

Name of Business



RESUMES

Qualifications and experience of the individual(s) who will provide the services shall be shown on Resumes. Each resume shall be no more than one page. Members of the selection committee shall be instructed to disregard any information provided on additional pages.



ALEXANDRIA CHEZEM

Urban Planning Analyst
achezem@fg-inc.net | Peachtree Corners, GA



PROJECT ROLE: PLANNING & PROGRAMMING

BACKGROUND

Alexandria is a versatile professional with diverse experience in urban planning, landscape design, and data analysis. As an Analyst Intern at KB Advisory Group in Athens, GA, she conducted extensive demographic, economic, and real estate research, analyzing data and presenting key findings through various visual and written formats. At the University of Georgia, Alexandria served as a Graduate Assistant, where she collected and analyzed land use data for Athens Clarke County. Her role as a Permit and Revenue Lobby Ambassador for The Collaborative in Boston, MA, and contract work for the City of Sandy Springs in Georgia, involved supporting operational efficiency and coordinating interdepartmental needs. Additionally, her internship at Tim Wolfe Design in Atlanta, GA, provided her with hands-on experience in landscape design, structural drawings, and native plant knowledge.

QUALIFICATIONS

YEARS' EXPERIENCE

Foresite Group: <1
Total: 1

EDUCATION

University of Georgia
Master of Urban Planning and Design

University of Georgia
Bachelor of Science in Economics, Minor
in Studio Art

HIGHLIGHTED EXPERIENCE

KB ADVISORY GROUP

Athens, GA
Analyst Intern

- Conduct demographic, economic, and real estate research
- Analyze data and organize it into models in Excel and GIS
- Communicate key findings to staff and clients via charts, graphs, maps, and written reports

UNIVERSITY OF GEORGIA

Athens, GA
Graduate Assistant

- Collected current and historical land use data for Athens Clarke County using field work and historic maps

THE COLLABORATIVE

Boston, MA
Permit and Revenue Lobby Ambassador

- Contract worker for the City of Sandy Springs in Sandy Springs, Georgia
- Supported the Permits Manager in carrying out special assignments aimed to improve operational efficiency
- Coordinated customer needs with other departments

TIM WOLFE DESIGN

Atlanta, GA
Landscape Design Intern

- Learned how to design and measure structural drawings
- Gained knowledge about native plants appropriate for clients' soil and landscaping desires
- Attended and produced a written record of client meetings



STEVIE BERRYMAN PE

Traffic Project Manager
sberryman@fg-inc.net | Peachtree Corners, GA



PROJECT ROLE: TRANSPORTATION ENGINEERING & DESIGN

BACKGROUND

Stevie has 19 years of professional engineering experience. His expertise lies in traffic engineering, traffic signal and ITS design, signal timing, signing and marking plans, ADA accessibility standards, project reviews, and design for public and private clients throughout the southeast. Stevie’s past experience with Pedestrian Hybrid Beacons includes work with DeKalb County preparing documents for FHWA review for interim approval, prior to their inclusion in the 2009 edition of the MUTCD, at eight locations along Buford Hwy and Candler Road. As part of GDOT and DeKalb County efforts to improve pedestrian safety along Buford Hwy, Stevie designed the ten Pedestrian Hybrid Beacons on Buford Hwy. He also provided the traffic warrant analysis and design for two Pedestrian Hybrid beacon’s on GDOT’s SR 8/Ponce de Leon safety and pedestrian improvement project. Stevie’s comprehensive knowledge of pedestrian design and safety standards as well as ADA accessibility standards contributes to the success of his projects.

QUALIFICATIONS

YEARS’ EXPERIENCE

Foresite Group: 7
Total: 19

LICENSES + CERTIFICATIONS

GA Professional Engineer #PE036065
Additional Licenses: AL, ID, OR, TX, WA

EDUCATION

Georgia Institute of Technology
Masters in Civil Engineering

Georgia Institute of Technology
Bachelors in Industrial and Systems
Engineering

AFFILIATIONS + ORGANIZATIONS

Institute of Transportation Engineers (ITE)
Georgia Intelligent Transportation Society
(ITS)

HIGHLIGHTED EXPERIENCE

SS4A PLAN FOR EFFINGHAM COUNTY

Springfield, GA
Planner

SS4A PLAN FOR BARROW COUNTY

Winder, GA
Planner

GEORGIA TECH FERST DRIVE STREETScape

ATLANTA, GA
TRAFFIC ENGINEER

GEORGIA TECH FERST DRIVE AND 6TH STREET INTERSECTION DESIGN

Atlanta, GA
Traffic Engineer

CITY OF CUMMING INDUSTRIAL PARK DRIVE CONNECTION ROAD DESIGN

Cumming, GA
Traffic Engineer

CITY OF CUMMING SAWNEE DRIVE ROAD EXTENSION

Cumming, GA
Traffic Engineer

CITY OF EAST POINT HEADLAND AND DELOWE SIDEWALK IMPROVEMENTS

East Point, GA
Traffic Engineer

GDOT REGIONAL TRAFFIC OPERATIONS PROGRAM

Atlanta Metro Area, GA
Traffic Engineer

GDOT STATEWIDE SIGNAL TIMING PROGRAM

Statewide, GA
Traffic Engineer

GDOT METRO SIGNAL TIMING PROGRAM

Atlanta Metro Area, Georgia
Traffic Engineer

GDOT BUFORD HWY PEDESTRIAN IMPROVEMENTS, PH I, PEDESTRIAN HYBRID SIGNAL CONVERSIONS*

DeKalb County, GA
ITS/Traffic Engineer

GDOT INTERSTATE 75 WIDENING & ARKWRIGHT RD, MACON, GA, SIGNALS AND ITS*

Macon, GA
ITS/Traffic Engineer

GDOT SR 124 ATMS SYSTEM*

Snellville, GA
ITS/Traffic Engineer

GDOT MGINNIS FERRY ROAD EXTENSION, SIGNALS AND ITS*

Gwinnett County, GA
ITS/Traffic Engineer

GDOT ARCADO ROAD WIDENING, SIGNALS AND ITS*

Lilburn, GA
ITS/Traffic Engineer

CITY OF TUCKER ON-CALL TRAFFIC ENGINEERING SERVICES

Tucker, GA
Traffic Engineer

CITY OF CUMMING ON-CALL ENGINEERING SERVICES

Cumming, GA
Traffic Engineer



ALAN NEAL PE, CFM

Chief Engineer
aneal@fg-inc.net | Peachtree Corners, GA



PROJECT ROLE: TRANSPORTATION ENGINEERING & DESIGN

BACKGROUND

Alan is a civil engineer with over 25 years of experience in design and consulting for projects in the institutional, residential, government, and commercial sectors. He offers extensive knowledge of hydrologic analysis and basin modeling, water quality design, infiltration systems design, low impact design, and drainage flood modeling throughout the Southeast. Alan is well versed in the FEMA Floodplain management regulations and map amendment processes and has taken a lead engineer/design role for many projects throughout Metro Atlanta.

QUALIFICATIONS

YEARS' EXPERIENCE

Foresite Group: 12
Total: 27

LICENSES + CERTIFICATIONS

GA Professional Engineer #PE#33216
Certified GSWCC Level II Professional in Erosion & Sediment Control Design #0000047463
Certified Floodplain Manager

EDUCATION

Kennesaw State University (Formerly Southern Polytechnic State University)
B.S. Civil Engineering Technology

AFFILIATIONS + ORGANIZATIONS

Forsyth County Planning Commission, Former Appointed Member
Coal Mountain Overlay Steering Committee, Former
Leadership Forsyth, Class of 2008

HIGHLIGHTED EXPERIENCE

CITY OF CUMMING SAWNEE DRIVE EXTENSION

Cumming, GA
Senior Engineer

CITY OF CUMMING ATLANTA ROAD LMIG ROAD SURFACING

Cumming, GA
Senior Engineer

CUMMING CITY CENTER 75-ACRE CITY CENTER MIXED-USE

Cumming, GA
Senior Engineer + Project Manager

CEDARCREST ROAD CORRIDOR STUDY

Paulding County, GA
Project Engineer

CMAQ STREETScape ENHANCEMENTS

Forest Park, GA
Lead Engineer

BRASELTON PARKWAY ROAD DESIGN

Braselton, GA
QA/QC Reviewer

GEORGIA TECH FERST DRIVE STREETScape

Atlanta, GA
QA/QC Reviewer

PRELIMINARY FLOOD MODELING FOR CULVERT WIDENING AT CEDARCREST ROAD

Paulding County, GA
Project Engineer

DETAILED FLOOD STUDY FOR 2,000 ACRE TRACT

Dawson County, GA
Hydrology Specialist

THE LOVETT SCHOOL LOWER AND UPPER SCHOOL RENOVATIONS

Atlanta, GA
Project Manager

FLOODPLAIN MODELING + CULVERT IMPROVEMENTS

Alexander City, AL
Project Engineer

AUBURN ELEMENTARY SCHOOL STORMWATER MANAGEMENT DESIGN

Auburn, AL
Hydrology/Water Quality Engineer

CITY OF OAKWOOD SANITARY SEWER OUTFALL EXTENSION AND LIFT STATION

Oakwood, GA
Lead Engineer

NEWMAN PAVILION COMPLEX SITE DESIGN

Newnan, GA
Project Engineer

GREATER ATLANTA CHRISTIAN SCHOOL CAMPUS IMPROVEMENTS

Lilburn, GA
QA/QC Reviewer

WORLD CENTER FOR HOLISTIC WELLNESS DEVELOPMENT

Atlanta, GA
QA/QC Reviewer

SYLVAN ABBEY FUNERAL HOME EXPANSION

Clearwater, FL
Hydrology Specialist

CITY OF SANDY SPRINGS ON-CALL PROFESSIONAL SERVICES

Sandy Springs, GA
QA/QC Reviewer



BRETT BASQUIN PE

QA/QC Reviewer + Civil Engineer
bbasquin@fg-inc.net | Auburn, AL

PROJECT ROLE: SUBJECT MATTER EXPERT

BACKGROUND

Brett is a founder of Foresite Group and a professional civil engineer with extensive experience managing and directing projects across all disciplines. Brett is dedicated to providing quality engineering designs and technical innovations. His areas of expertise lie in the efficient and effective design of projects including storm water management, erosion control, hydrology analyses, ADA accessibility, permitting, and value engineering.

QUALIFICATIONS

YEARS' EXPERIENCE

Foresite Group: 20
Total: 22

LICENSES + CERTIFICATIONS

GA Professional Engineer #PE030788
Additional PE Licenses: AL, AR, AZ, CO, CT, DE, FL, IA, ID, IL, IN, KS, KY, LA, MD, ME, MI, MN, NC, ND, NH, NJ, NV, NY, OH, PA, RI, SC, TN, TX, UT, VA, WV, WI
ADEM Qualified Credentialed Professional
Georgia Soil and Water Conservation Commission #0000008152

EDUCATION

Georgia Institute of Technology
BS Civil Engineering

AFFILIATIONS + ORGANIZATIONS

Auburn Chamber of Commerce, Member
Georgia Tech Alumni Association, Member
International Council of Shopping Centers, Member
Leadership Lee County, Class of 2009

HONORS + AWARDS

Gwinnett Chamber Pinnacle Small Business Award, 2009

HIGHLIGHTED EXPERIENCE

GWINNETT DEPARTMENT OF COMMUNITY SERVICES DEMAND DESIGN SERVICES CONTRACT

Multiple Sites in Gwinnett County, GA
Hydrology Specialist + QA/QC Reviewer

RHODES JORDAN PARK EXPANSION

Lawrenceville, GA
QA/QC Reviewer

RUSSELL PARK MASTER PLAN DESIGN

Alexander City, AL
Principal-in-Charge + QA/QC Reviewer

FRANK BROWN SENIOR CENTER

Auburn, AL
Project Manager + Principal-in-Charge

BEULAH PARK DESIGN

Opelika, AL
Civil Engineer

COMER RECREATION CENTER RENOVATION

Columbus, GA
Principal-in-Charge

BLANKETS CREEK PARK MOUNTAIN BIKE TRAIL ADDITION

Canton, GA
Principal-in-Charge

J.J. BIELLO PARK

Woodstock, GA
Principal-in-Charge + Project Manager

SPORTSPLEX PARK RENOVATION AND MASTER PLAN

Alexander City, AL
Principal-in-Charge + QA/QC Reviewer

MOORES MILL POOL ADDITION

Auburn, AL
Project Manager + Engineer

FLOOD STUDY

Auburn, GA
Civil Engineer

BURTON PLACE AT MIDTOWN PARKING LOT REDESIGN

Auburn, AL
Project Manager + Civil Engineer

AUBURN PARKS, REC, AND CULTURAL MASTER PLAN

Auburn, AL
Principal-in-Charge

GARLAND MOUNTAIN EQUESTRIAN PARK

Waleska, GA
Principal-in-Charge

WYNDHAM SOUTH AMENITY AREA

Opelika, AL
Project Manager + Civil Engineer

CHEROKEE MILLS PARK

Woodstock, GA
Project Manager + Civil Engineer

FLOOD STUDY

Cedartown, GA
Project Manager + Engineer

SIMS LAKE PARK

Suwanee, GA
Civil Engineer



ARNALDO BLANCO PE
 Chief Engineer
 ablanco@fg-inc.net | Austin, TX
PROJECT ROLE: QA/QC



BACKGROUND

Arnaldo is Chief Engineer for Foresite Group’s Broadband Engineering Division. He brings 9 years of professional experience in Telecommunication Engineering & Civil Engineering and is well versed in outside plant design and utility permitting work. Originally from Guaynabo, Puerto Rico, Arnaldo has a Bachelor of Science in Civil Engineering from the Polytechnic University of Puerto Rico and is licensed Professional Engineer with the States of Texas & Washington. Before joining Foresite Group Arnaldo was a Project Manager working on utility permitting projects for telecom and gas companies with ENCO Consulting. He’s also been a Design Manager for Google Fiber’s Austin project and an Outside Plant Engineer for multiple projects in his native Puerto Rico. Arnaldo’s experience also includes providing traffic and transportation engineering services for Foresite Group’s Texas region.

QUALIFICATIONS

YEARS’ EXPERIENCE

Foresite Group: 6
 Total: 11

LICENSES + CERTIFICATIONS

TX Professional Engineer #126224
 WA Professional Engineer #20106832

EDUCATION

Polytechnic University of Puerto Rico
 Bachelor of Civil Engineering

HIGHLIGHTED EXPERIENCE

SS4A PLAN FOR EFFINGHAM COUNTY
SPRINGFIELD, GA
 QA/QC

SS4A PLAN FOR BARROW COUNTY
Winder, GA
 QA/QC

GDOT SAFE ROUTE TO SCHOOLS (SRTS)
Metro Atlanta, GA
 QA/QC

VERIZON ONE FIBER
Austin, TX
 Chief Engineer

VERIZON ONE FIBER
Dallas, TX
 Chief Engineer

AT&T MULTIPLE PERMITTING PROJECTS
Austin, TX
 Project Manager

TEXAS GAS MULTIPLE PERMITTING PROJECTS
Austin, TX
 Project Manager

GOOGLE FIBER
Austin, TX
 OSP Design Manager

VERIZON ONE FIBER
Seattle, WA
 Permitting Program Manager

VERIZON ONE FIBER
Knoxville, TN
 Permitting Program Manager

VERIZON ONE FIBER

Cleveland, TN
 Permitting Program Manager

UTOPIA FIBER

Salt Lake City, UT
 Chief Engineer

UTOPIA FIBER

Bozeman, MT
 Chief Engineer

PULASKI ELECTRIC FIBER DESIGN PHASE 3&4

Pulaski, TN
 Chief Engineer

BROADBAND EVALUATION

Bell County, TX
 Chief Engineer

COASTAL COMMUNICATIONS-DESIGN SERVICES

Savannah, GA
 Chief Engineer



GARRETT WATES

GIS Specialist
gwates@fg-inc.net | Birmingham, AL

PROJECT ROLE: DATA COLLECTION & ANALYSIS



BACKGROUND

Garrett has a passion for exploring both the technical and social needs of communities and solutioning around those needs to increase quality of life for residents and create more economically competitive places. His experience includes working with the City of Auburn’s GIS department and academic research roles at Auburn University. Alongside his role as community broadband analyst, he also oversees and maintains the GIS operations for ongoing design projects.

QUALIFICATIONS

YEARS EXPERIENCE

Foresite Group: 2
Total: 2

EDUCATION

Auburn University
Master’s degree of Community Planning

Auburn University
Bachelor of Engineering in Biosystems Engineering

Graduate Certificate in Geospatial Information Systems Science

HIGHLIGHTED EXPERIENCE

PULASKI ELECTRIC FIBER DESIGN

Pulaski, TN
Project Manager

ST. TAMMANY PARISH BROADBAND SOLUTIONS

ST. Tammany Parish, LA
GIS Specialist

TELECOMMUNICATION CONSULTING/ DESIGN SERVICES

Athens-Clarke County, GA
GIS Specialist

INTERNET CONNECTIVITY AND BROADBAND STUDY

Novi, MI
GIS Specialist

SUGAR HILL COMMUNITY ASSESSMENT

Sugar Hill, GA
Project Manager

CENTRAL TEXAS COUNCIL OF GOVERNMENTS (CTCOG) BROADBAND EVALUATION

Coryell County
GIS Specialist

BROADBAND ASSESSMENT

Stonecrest GA
GIS Specialist

MADISON COUNTY BROADBAND INITIATIVE

GIS Specialist

COMMUNITY ASSESSMENT

Waukegan, IL
GIS Specialist

PASCUA YAQUI FIBER DESIGN AND ENGINEER

Pascua Yaqui Tribe
Project Manager

BROADBAND EXPANSION CONSULTING

Tucson AZ
Project Manager

BROADBAND EVALUATION

Bell County, TX
GIS Specialist

SMART BROADBAND

Fairfax County, VA
GIS Specialist

COMMUNITY ASSESSMENT

Tucker, GA
GIS Specialist

ALLEGHENIES BROADBAND, INC

Southern Alleghenies Region, PA
GIS Specialist

UTOPIA FIBER

Utah and Montana
GIS Specialist

MADISON COUNTY BROADBAND INITIATIVE

Mississippi
GIS Specialist

COMMUNITY ASSESSMENT

Waukegan, IL
GIS Specialist

COMMUNITY ASSESSMENT

Sugar Hill; Tucker; Stonecrest, GA
GIS Specialist

VERIZON ONE FIBER

Seattle, WA
GIS Specialist



DOUG STONER

Public Engagement
dstoner@fg-inc.net



PROJECT ROLE: PUBLIC ENGAGEMENT

BACKGROUND

Doug is a respected public figure and business leader with a 25+ year record of championing economic/business development and building strategic alliances as a COO, management consultant, elected officeholder (Georgia State Senator, 2005-2013), public servant, and civic volunteer. Doug leverages a deep understanding of business/public affairs to source opportunities, form networks, and engage stakeholders. He is a solution-focused consensus builder able to bridge the divide among diverse factions to create synergy and drive results.

QUALIFICATIONS

YEARS' EXPERIENCE

Foresite Group: 5
Total: 25+

EDUCATION

Kennesaw State University
Bachelor of Science in Political Science
Carl Vinson Institute of Government
Development Authority Training

AFFILIATIONS + ORGANIZATIONS

Board Member, Cobb Chamber Government Affairs Committee, 2013-Present
Board Member, Cobb Chamber Competitive EDGE Steering Committee, 2011-2012
Chairman, Cobb Chamber Transportation Committee, 2008-2009
Member, Southern States Energy Board, 2005-2007
Member, Georgia Rail Passenger Authority Oversight Committee, 2003-2007
Chairman, Cobb Transit Advisory Board, 1999-2002
Board Member, Cobb Transit Advisory Board, 1995-2002

HONORS + AWARDS

Environmental Leadership Award, Georgia Conservation Voters, 2006, 2008-2012
Friend of Transit Award, Georgia Transit Association, 2010
Champions of Mobility Award, Get Georgia Moving Coalition, 2008
Legislator of the Year Award, Georgia Association of Educators, 2005
Georgia Legislator of the Year Award, American Cancer Society, 2003-2005
Distinguished Local Service Award, American Public Transportation Association, 2004

HIGHLIGHTED EXPERIENCE

SS4A PLAN FOR EFFINGHAM COUNTY

Springfield, GA
Equity & Outreach Lead

SS4A PLAN FOR BARROW COUNTY

Winder, GA
Equity & Outreach Lead

CHAIRMAN, SOUTH COBB REDEVELOPMENT AUTHORITY

2015 - Present

PRESIDENT/PRINCIPAL, LD SQUARED, INC.

2003 - Present

VICE CHAIR, SMYRNA DOWNTOWN DEVELOPMENT AUTHORITY

1991 - 2016

MANAGING DIRECTOR/CONSULTANT, DEVELOPMENT AUTHORITY OF DEKALB COUNTY

2014

CHAIRMAN, SENATE DEMOCRATIC CAUCUS

2010 - 2012

BUSINESS DEVELOPMENT CONSULTANT, EXELOO, INC.

2003 - 2017

GOVERNMENT AFFAIRS CONSULTANT, ATLANTA BELTLINE PARTNERSHIP, INC.

2015 - 2017

BUSINESS DEVELOPMENT CONSULTANT, VEOLIA TRANSPORTATION

2013 - 2014

BUSINESS DEVELOPMENT CONSULTANT, GAS SOUTH

2010 - 2014

DIRECTOR OF BUSINESS DEVELOPMENT, CROY ENGINEERING, INC.

2011 - 2013

SENIOR BUSINESS DEVELOPMENT MANAGER, ATKINS NORTH AMERICA,

2009 - 2011

VICE PRESIDENT, VEE-JAY INC.

1990 - 2003

GEORGIA STATE SENATOR

2005 - 2013

Ranking Member, Senate Committees:
Economic Development | Transportation
| Regulated Industries & Public
Utilities | State & Local Government
Operations | Intermodal, Rail, and Transit
Subcommittee (Chairman)

GEORGIA STATE REPRESENTATIVE,

2003 - 2005

Georgia State House



Kevin Ford

Partner

As High Street's PBPP lead, Dr. Kevin Ford regularly develops and implements innovative data-driven solutions to optimize performance outcomes for his clients. With no outcome more critical than reducing fatalities, Kevin has leveraged his civil engineering and data science background to: i) develop SS4A action plans, ii) create automated GIS tools to visualize high injury networks and evaluate candidate projects, iii) integrate big speed data into VRU analysis, iv) prepare HSM training materials, v) identify and prioritize safety improvement projects with the most potential to reduce fatalities and serious injuries, vi) generate funding by communicating the likely performance implications of different investment levels and quantifying what would be required to achieve aspirational targets, and vii) Incorporating safety into prioritization processes for which Kevin is a nationally recognized expert as evident by having been entrusted by MPOs and State DOTs in 25+ states to build buy-in around investment decisions.

Years of Experience
16

Education
Ph.D., Civil Engineering,
Purdue University

M.S., Civil Engineering,
Purdue University

B.S., Civil Engineering
Valparaiso University

Professional License
PE [IL# 062.075527;
NC# 057066]

Experience

Safety Action Plans

[Raleigh, NC] CAMPO – Regional Multimodal (SS4A) Safety Action Plan, Prioritization Lead. Kevin is helping CAMPO blend data-driven and community processes in support of developing a SS4A action plan. This includes providing technical expertise toward conducting multimodal crash data and equity analyses, developing a high injury network, performing a risk assessment, and recommending safety enhancements. Kevin is further enhancing the MTP prioritization process he previously developed with CAMPO to integrate new crash analysis metrics, such as excess expected crashes, developed under this effort.

[Boise, ID] COMPASS – SS4A Action Plan, Technical Quality Manager. Dr. Ford is overseeing the strategic combination of systemic and location-specific analyses (via AASHTOWare Safety) to assess safety needs and plan system enhancements. Kevin and team are identifying design features correlated with severe accidents across the regional network and developing an interactive GIS visualization tool to dynamically present the High Injury Network (HIN) and provide actionable insights.

High Injury Network Development & Safety Concept Screening

[Phoenix, AZ] MAG and PAG –Sun Cloud Aid Grant Corridor Prioritization. Quality Manager. Kevin developed safety and equity methodologies and provided quality control services as part of the Sun Cloud Corridor data portal development. The portal provides a unified assessment of investment needs and opportunities, brought to life through interactive, ESRI-based map viewers and analysis tools. High Street's team developed and published data layers for bridge conditions, safety performance, current and future travel demand, long-range plan projects, broadband access, transit ridership, freight flows, disadvantaged populations and roadway users, and travel time reliability. Kevin identified high-injury locations by blending regional and state SPFs to estimate excess crashes relative to expectations.

Crash Trends & Safety Diagnostics

Virginia DOT – I-81/I-77 Overlap Transportation Study, Traffic & Safety Analyst. Dr. Ford evaluated crash trends and proposed crash countermeasures for the Interstate overlap section of I-81/I-77 in Fort Chiswell,

Virginia DOT - VA Route 7 Corridor Safety Study, Safety Analyst. Dr. Ford assisted with the safety analysis of the VA Route 7 corridor in Wolf Trap, VA by developing automated safety tools including the production of greenband diagrams for gap analysis, and tabular and graphical crash summaries of historical segment and intersection crashes. Countermeasures were proposed to reduce corridor crash rates and severities.



Bryce Miller

Senior Consultant

Bryce Miller is a planner and analyst focused on identifying opportunities to improve everyday life. Bryce combines resident-centric experience working for local municipalities with the modeling and metrics of larger entities to highlight locations where organizations can have the greatest and most efficient impact from their investments. This time in the public sector was formative for Bryce's focus on data-driven narrative and storytelling as he saw its ability to communicate vital information and to help motivate both the public and decision makers to pursue meaningful change.

Before High Street, Bryce worked at the Atlanta Regional Commission developing strategic models to guide decision makers and creating data visualizations to communicate performance metrics to internal staff, stakeholders, and the public.

Years of Experience

5

Education

MCRP, Georgia Institute of Technology, 2021

BS, Civil Engineering, Brigham Young University, 2019

Certifications

AICP

Experience

Effingham County, GA – SS4A Safety Action Plan. Bryce is leading the development data resources for a countywide road safety plan by developing a high injury network, preparing findings for data-informed outreach, and identifying emphasis area locations and risk factors with accompanying strategies and project priorities.

Barrow County, GA – SS4A Safety Action Plan. Bryce is leading the development data resources for a countywide road safety plan by developing a high injury network, preparing findings for data-informed outreach, and identifying emphasis area locations and risk factors with accompanying strategies and project priorities. He is also supporting stakeholder and public engagement meetings with presentation materials and meeting facilitation.

National Cooperative Highway Research Program— 08-154 Guidance for Agencies to Incorporate Uncertainty into Long-Range Transportation Planning. High Street is supporting development of guidance for transportation agencies to address uncertainty in planning and programming, with a focus on technical methods, tools, and data sets. Bryce is assessing the practical application of preparing for and reacting to uncertain futures. This includes reviewing existing methods, tools, and data sets that agencies can use to address uncertainty across a range of their planning and operations-related functions, such as asset management, revenue forecasting, project cost estimation, and multimodal travel demand forecasting.

Nebraska Department of Transportation – Broadband Access Plan. Bryce assisted with the collection of geospatial datasets for Community Anchor Institutions (CAIs) in Nebraska. As part of the broad effort to bring internet access to all residents, CAIs have been prioritized for outreach efforts and infrastructure projects. To better understand the distribution of these locations, thousands of data points have been gathered from state and national sources. These were then joined with access data records and service area polygons to evaluate broadband access and need. Where access data was unavailable, Bryce also began the outreach efforts to major institutions such as critical rural hospitals.

Rome / Floyd County MPO – Freight Plan. Bryce is currently working as the deputy project manager for the region's first freight plan. Located in northwest Georgia, Floyd County sits between three major urban areas and the interstates that connect them. Additionally, the effort is the first of its kind for the MPO. As such, High Street has worked to not only deliver a product but to also educate and inform staff and stakeholders to ensure that they can fully utilize the plan to improve both freight mobility and community livability in the region. Bryce has worked on and coordinated tasks across the project to assess existing conditions, forecast



Rebecca Van Dyke

Senior Consultant

Rebecca Van Dyke is a city aficionado and idea-generator with a special love for equitable and sustainable transportation. Rebecca brings a multi-disciplinary background that ranges from operations management and video production to graphic design and data analysis. While at Georgia Tech, she served as President of the Student Planning Association and held a position with the American Planning Association (APA) as the Region II representative on the Student Representatives Council Executive Committee from 2018 to 2020. At High Street, Rebecca has been involved in a variety of projects including software system analyses, freight and safety planning, bicycle and pedestrian focused tasks, and stakeholder and public engagement.

Years of Experience

8

Education

MS, City and Regional Planning, Georgia Institute of Technology, 2018

BA, English Language and Literature, University of Virginia, 2001

Experience

TxDOT – Texas Active Transportation Plan Inventory Tool. Rebecca led a project for TxDOT’s Public Transportation Division (PTN) developing a GIS-based bicycle and pedestrian plan inventory tool. This statewide planning tool uses ESRI’s ArcGIS Online resources and will enable transportation planning professionals to search a database of active transportation plans using a map and other features. To gauge reception among stakeholders, Rebecca assisted PTN in compiling an Advisory Group that would provide crucial feedback about the tool’s functionality and usefulness. The project team held multiple virtual meetings with the Advisory Group, during which Rebecca facilitated feedback sessions among meeting participants.

Bureau of Transportation Statistics (BTS) – Improving Public Transportation Finance Statistics. Rebecca is project manager for an engagement with BTS to identify and develop new data sources and methods for improving the BTS Government Transportation Finance Statistics (GTFS). This work has a particular focus on improving the timeliness and granularity of the GTFS and includes developing baseline documentation of current data sources and timelines for data acquisition and publication. It also includes exploration of potential new data sources and GTFS development methodologies. Rebecca has led the technical report writing and helped plan and execute a visioning workshop focused on the future of the GTFS.

State Amtrak Intercity Passenger Rail Committee (SAIPRC) – Program Management Support for Commercial Performance. Rebecca is serving as the project manager and lead facilitator for the SAIPRC Commercial Performance Working Group. In this role, Rebecca is responsible for planning and facilitating the monthly conference calls with the working group membership. Other activities include coordinating and facilitating regular meetings (2-6 times a month) with the group co-chairs and/or group members as well as organizing other workshops as needed. Rebecca is leading the development of an annual work plan which involves soliciting and documenting stakeholder input, writing and formatting the plan, and collecting feedback.

Texas Department of Transportation (TxDOT) – Texas Transportation Plan (TTP) 2050. Rebecca was involved in nearly every aspect of TxDOT’s most recent update to its statewide long-range plan since the project began in 2018. Among her key roles were assisting with the logistics for public meetings and planning and facilitating stakeholder engagement sessions all over the state, developing outreach materials, writing technical memos on statewide bicycle and pedestrian planning and implementation strategies, and co-leading the final plan design effort. She also assisted with the bicycle and pedestrian needs analysis, contributed to the freight technical memo writing, and led the environmental documentation requirement task.



PEYTON REESE

Community Outreach Specialist

5 years of professional experience

EDUCATION

Bachelor of Science,
Political Science,
University of Central Florida

Languages Spoken

- English
- Russian

Peyton Reese is a Community Outreach Coordinator with five years of professional experience. She serves as Community Outreach Coordinator on multiple projects with the Florida Department of Transportation. Peyton brings a wealth of community engagement experience, having served as a Community Outreach Associate for non-profit organizations where she gained experience in designing statewide outreach campaigns, building relationships with stakeholders, and project management.

RELEVANT PROJECT EXPERIENCE

Broward Metropolitan Planning Organization and Broward County, Safe Streets & Roads For All (SS4A) (2023 – Current)

Peyton is responsible for planning and content development for the social media program to support the Broward Regional safety Action Plan, including writing captions for posts across different platforms and creative direction. Additionally, she assists in writing website content.

Florida Department of Transportation: U.S. 17-92 from East of Ham Brown Road to Portage Street (2023 – Current)

Responsible for the execution of all public involvement tasks. Works with project managers and contractors to develop the weekly Traffic Advisory reports, maintain project database, and relay relevant information to stakeholders. Responds to and resolves all public inquiries.

Florida Department of Transportation: North Orange Blossom Trail (U.S. 441) at East Osceola Parkway (2023 – Current)

Executes public outreach efforts, which include developing and maintaining a Public Involvement Plan, identifying, and contacting stakeholders, and creating and distributing project flyers. Works with project manager to maintain project database.

Florida Department of Transportation: State Road 527 (South Orange Avenue) from Grant Street to Gore Street (2023 – Current)

Developed and maintains a Public Involvement Plan comprised of creating and distributing project flyers, identifying stakeholders, and implementing a communication plan, and maintaining regular contact with contractors to stay up to date on project updates. Works with project manager to maintain project database and resolve all public inquiries.

PREVIOUS WORK EXPERIENCE

Rideshare2Vote: Senior Management Associate (2021-2023)

Managed a team of outreach associates and helped to design and implement community outreach campaigns that helped the company successfully launch the first free rides to the polls program in Florida. Managed the continued growth of rides to the polls program, managed 18 partner accounts across Florida, Georgia, and North Carolina, and monitored CRM. Designed email/phone/text campaigns, drafted press releases, and created social media posts that helped build brand recognition across Florida.