

## Exhibit D

**From:** Henry Iler <[henry@ilerplanning.com](mailto:henry@ilerplanning.com)>

**Sent:** Thursday, July 20, 2023 6:57 AM

**To:** Katie P. Halloran <[katie.halloran@cityofkeywest-fl.gov](mailto:katie.halloran@cityofkeywest-fl.gov)>

**Subject:** [EXTERNAL] RE: Request for Cost Estimate for a City of Key West Development Process Review

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Ms. Halloran, good morning. Thank you for this opportunity but my company is not able to submit a proposal. Our current/future workload does not permit taking on this substantial project.

Thank you again and best of luck to the City in this very worthwhile endeavor.

Henry Iler, AICP

Iler Planning Inc.  
1688 Meridian Avenue, #720  
Miami Beach, FL 33139  
786-276-2560

**From:** Katie P. Halloran <[katie.halloran@cityofkeywest-fl.gov](mailto:katie.halloran@cityofkeywest-fl.gov)>

**Sent:** Wednesday, July 19, 2023 3:42 PM

**To:** Henry Iler <[henry@ilerplanning.com](mailto:henry@ilerplanning.com)>

**Cc:** Donna Phillips <[donna.phillips@cityofkeywest-fl.gov](mailto:donna.phillips@cityofkeywest-fl.gov)>; Todd C. Stoughton  
<[tstoughton@cityofkeywest-fl.gov](mailto:tstoughton@cityofkeywest-fl.gov)>

**Subject:** Request for Cost Estimate for a City of Key West Development Process Review

Good afternoon Mr. Iler,

We are hoping you may consider providing professional services to the City of Key West to execute a comprehensive development process review. The City is seeking an efficient, comprehensive review or audit of the City's current and past development review process to allow for recommendations to improve the process.

The attached scope of work reflects our expectations with respect to the review. The goal is to receive recommendations to ensure an efficient, lawful, comprehensive review process moving forward; recommendations may include amendments to the City's Code of Ordinances, staffing needs, organizational structure, software permissions, and personnel functions.

Estimates will be reviewed based on relevance, cost, timeliness, and any other direct benefit to the City of Key West identified by the City Manager's Office.

Thank you for your consideration and please advise us within five business days if you would be willing to submit an estimate and approximately when we might receive your estimate.

Katie

## Exhibit D

Katie Pearl Halloran  
Planning Director  
City of Key West Planning Department  
1300 White Street  
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Phone: 305-809-3746