Ordinance No. 062 **- 2024**

Authorizing The Mayor And Finance Director To Enter Into An Agreement With OHM Advisors, 580 North Fourth Street, Suite 610, Columbus, Ohio 43215 To Provide And Prepare An Update To The Comprehensive Plan For The City Of Oregon, In An Amount Not To Exceed One Hundred Forty-Eight Thousand Eight Hundred And Fifty Dollars And 00/100 Dollars ($148,850.00)

Background and Summary

The City of Oregon utilizes a Comprehensive Plan to serve as a guide and tool for the City regarding land use, development, capital improvements, and place making. The Plan serves as a guide for future growth and development while promoting health, safety, and general welfare of the people.

The Comprehensive Plan was last updated in 2007. Over the past seventeen (17) years, the City of Oregon has experienced population growth and development.

The City advertised and requested qualification statements from qualified planning consultants for providing and preparing an update to the Comprehensive Master Plan. Qualification Statements were received from four (4) consulting firms. After a thorough review of the qualified statements, the City has determined OHM Advisors to be the most qualified firm to provide the required update to the Comprehensive Master Plan services to the City of Oregon.

Funding for the update to the Comprehensive Master Plan was included in the 2024 C.I.P. Municipal Budget in Account 101-1205-52600. **Now, Therefore,**

Be It Ordained By The Council Of The City Of Oregon That:

Section 1. The Mayor and Finance Director are hereby authorized to enter into an agreement with the OHM Advisors, 580 North Fourth Street, Suite 610, Columbus, Ohio 4321 to provide and prepare an update to the Comprehensive Master Plan, in an amount not to exceed One Hundred Forty-Eight Thousand Eight Hundred and Fifty Dollars and 00/100 Dollars ($148,850.00) in accordance with "Exhibit A" attached hereto and made a part hereof.

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and its committees that resulted in such formal actions, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Revised Code of Ohio and that the

reading and adoption of this Ordinance complies with the provisions of Article III, Section 9 of the City Charter, as amended.

Vote on Yeas 7 Nays 0 Abs 0

Passed on April 8th 2024

President of Council

Attest: Approved:

Clerk of Council Mayor

February 2, 2024

Mr. Joel Mazur
City Administrator
5330 Seaman Road
Oregon, Ohio 43616

RE: Oregon Comprehensive Plan

Mr. Mazur,

Thank you for the opportunity to present you with this proposal to prepare a Comprehensive Plan for the City of Oregon. This letter presents our proposed Scope of Services, Time Schedule, Fee, and "Standard Terms and Conditions".

Scope of Services

See Exhibit A, "Scope of Work"

Responsibility of Client and Others

- If available, the Client will provide any of the following to assist in the planning process:
  - Providing existing plans, GIS, and maps and base data as available;
  - Lead the outreach and communication to the general public regarding the promotion of community meetings; and
  - Organizing and hosting all steering committee meetings;
  - Serve as the main point of contact to the steering committee, media, and general public; and
  - Provide regular updates to local elected and appointed officials.

Additional Services

The following services are not included in the Scope of Work and Fee for the above proposed work but may be added at any time for additional fee. Such contract changes will be communicated and addressed with the Client as they become known.

- Additional revisions to the design concept, or additional design concepts.
- Additional artist renderings or perspective drawings.
- Engineering (site-civil, mechanical/ electrical/plumbing (MEP), structural, roadway, environmental),
- Architecture.
- Additional meeting attendance beyond that outlined in "Scope of Work" above.
- Multiple plan alternatives, and/or significant plan revisions may require additional fee to complete.
- Construction documents and/or specifications.
- Opinion(s) of Probable Construction Cost

OHM Advisors
580 NORTH FOURTH STREET, SUITE 610
COLUMBUS, OHIO 43215
T 614.418.0600
F 614.418.0644
OHM-Advisors.com

Time Schedule

Upon acceptance of this proposal, OHM Advisors will add this project into the studio schedule. We will be prepared to begin the above Scope of Work within seven (7) days of receiving a signed authorization to proceed. All other work shall follow the schedule outlined in the proposed scope of services.

Fee

The above Scope of Work will be provided for a lump sum fee not to exceed $148,500, billed on a percent complete monthly.

Contract Terms and Conditions

Exhibit 1 (attached), "Standard Terms and Conditions".

Acceptance

If you find this proposal to be acceptable, a signature on the enclosed copy of this letter and initials on the contract terms and conditions and hourly rate schedule will serve as our authorization to proceed. A signed copy of this proposal can be returned via e-mail to my attention at aaron.domini@ohm-advisors.com This proposal is valid for sixty (60) days from the date of this letter. We deeply appreciate your trust and partnership. We look forward to working with you on this project. Please do not hesitate to contact me at (614) 843-0862 with any questions or if you need any additional information.

OHM Advisors	**Client**
Signature	Signature
Aaron Domini Name	Name
Principal Title	Title
02.02.24 Date	Date

Attachment: Exhibit 1: Standard Terms and Conditions
Exhibit 2: 2022 Hourly Rate Schedule
Exhibit A: Scope of Services

Exhibit 1

TERMS & CONDITIONS

1. THE AGREEMENT. These Terms and Conditions and the attached Proposal or Scope of Services, upon acceptance by CLIENT, shall constitute the entire Agreement between OHM ADVISORS, a registered Ohio company, and CLIENT. OHM ADVISORS and CLIENT may be referred to individually as a Party or collectively as Parties. This Agreement supersedes all prior negotiations or agreements and may be amended only by written agreement signed by both Parties.

2. CLIENT RESPONSIBILITIES. CLIENT, at no cost, shall:
   a. Provide access to the project site to allow timely performance of the services.
   b. Provide all information in CLIENT'S possession as required by OHM ADVISORS to perform the services.
   c. Designate a person to act as CLIENT'S representative who shall transmit instructions, receive information, define CLIENT policies, and have the authority to make decisions related to services under this Agreement.

3. PROJECT INFORMATION. OHM ADVISORS shall be entitled to rely on the accuracy and completeness of services and information furnished by CLIENT, other design professionals, or consultants contracted directly to CLIENT.

4. PERIOD OF SERVICE. The services shall be completed within the time specified in the Proposal or Scope of Services, or if no time is specified, within a reasonable amount of time. OHM ADVISORS shall not be liable to CLIENT for any loss or damage arising out of any failure or delay in rendering services pursuant to this Agreement that arise out of circumstances that are beyond the control of OHM ADVISORS.

5. COMPENSATION. CLIENT shall pay OHM ADVISORS for services performed in accordance with the method of payment, as stated in the Proposal or Scope of Services. CLIENT shall pay OHM ADVISORS for reimbursable expenses for subconsultant services, equipment rental, or other special project related items at a rate of 1.15 times the invoice amount.

6. TERMS OF PAYMENT. Invoices shall be submitted to the CLIENT each month for services performed during the preceding period. CLIENT shall pay the full amount of the invoice within thirty days of the invoice date. If payment is not made within thirty days, the amount due to OHM ADVISORS shall include a service fee at the rate of one (1%) percent per month from said thirtieth day.

7. STANDARD OF CARE. OHM ADVISORS shall perform their services under this Agreement in a manner consistent with the professional skill and care ordinarily provided by similar professionals practicing in the same or similar locality under the same or similar conditions.

8. RESTRICTION OF REMEDIES. OHM ADVISORS is responsible for the work of its employees while they are engaged on OHM ADVISORS' projects. As such, and in order to minimize legal costs and fees related to any dispute, CLIENT agrees to restrict any and all remedies it may have by reason of OHM ADVISORS' breach of this Agreement or negligence in the performance of services under this Agreement, be they in contract, tort, or otherwise, to OHM ADVISORS, and to waive any claims against individual employees.

9. LIMIT OF LIABILITY. To the fullest extent permitted by law, CLIENT agrees that, notwithstanding any other provision in this Agreement, the total liability in the aggregate, of OHM ADVISORS to CLIENT, or anyone claiming under CLIENT, for any claims, losses, damages or costs whatsoever arising out of, resulting from, or in any way related to this Agreement or the services provided by OHM ADVISORS pursuant to this Agreement, be limited to $25,000 or OHM ADVISORS fee, whichever is greater, and irrespective of whether the claim sounds in breach of contract, tort, or otherwise.

10. ASSIGNMENT. Neither Party to this Agreement shall transfer, sublet, or assign any duties, rights under or interest in this Agreement without the prior written consent of the other Party.

11. NO WAIVER. Failure of either Party to enforce, at anytime, the provisions of this Agreement shall not constitute a waiver of such provisions or the right of either Party at any time to avail themselves of such remedies as either may have for any breach of such provisions.

12. GOVERNING LAW. The laws of the State of Ohio will govern the validity of this Agreement, its interpretation and performance.

13. INSTRUMENTS OF SERVICE. OHM ADVISORS shall retain ownership of all reports, drawings, plans, specifications, electronic data and files, and other documents (Documents) prepared by OHM ADVISORS as Instruments of Service. OHM ADVISORS shall retain all common law, statutory and other reserved rights, including, without limitation, all copyrights thereto. CLIENT, upon payment in full for OHM's services, shall have an irrevocable license to use OHM's Instruments of Service for or in conjunction with repairs, alterations or maintenance to the project involved but for no other purpose. CLIENT shall not reuse or make any modifications to the Documents without prior written authorization by OHM ADVISORS. In accepting and utilizing any Documents or other data on any electronic media provided by OHM ADVISORS, CLIENT agrees they will perform acceptance tests or procedures on the data within 30 days of receipt of the file.

14. CERTIFICATIONS. OHM ADVISORS shall have 14 days to review proposed language prior to the requested dates of execution. OHM ADVISORS shall not be required to execute certificates to which it has a reasonable objection, or that would require knowledge, services, or responsibilities beyond the scope of this Agreement, nor shall any certificates be construed as a warranty or guarantee by OHM ADVISORS.

15. TERMINATION. Either Party may at any time terminate this Agreement upon giving the other Party 7 calendar days prior written notice. CLIENT shall within 45 days of termination pay OHM ADVISORS for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions in this Agreement.

16. RIGHT TO SUSPEND SERVICES. In the event CLIENT fails to pay OHM ADVISORS the amount shown on any invoice within 45 days of the date of the invoice, OHM ADVISORS may, after giving 7 days' notice to CLIENT, suspend its services until payment in full for all services and expenses is received.

17. OPINIONS OF PROBABLE COST. OHM ADVISORS preparation of Opinions of Probable Cost represents OHM

ADVISORS' best judgment as a design professional familiar with the industry. CLIENT recognizes that OHM ADVISORS has no control over costs of labor, equipment, materials, or a contractor's pricing. OHM ADVISORS makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual cost.

18. JOB SITE SAFETY. Neither the professional activities of OHM ADVISORS, nor the presence of OHM ADVISORS or our employees and subconsultants at a construction site shall relieve the Contractor or any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequences, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and the health or safety precautions required by any regulatory agency. OHM ADVISORS has no authority to exercise any control over any construction contractor or any other entity or their employees in connection with their work or any health or safety precautions.

19. CONTRACTOR SUBMITTALS. If included in the services to be provided, OHM ADVISORS shall review the contractor's submittals such as shop drawings, product data, and samples for the limited purpose of checking for conformance with information given and the design concept expressed in the construction documents issued by OHM ADVISORS. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the contractor's responsibility. OHM ADVISORS review shall not constitute approval of safety precautions or, unless otherwise specifically stated by OHM ADVISORS, of any construction means, methods, techniques, sequences or procedures. OHM ADVISORS approval of a specific item shall not indicate approval of an assembly of which the item is a component.

20. CONSTRUCTION OBSERVATION. If requested, OHM ADVISORS shall visit the project construction site to generally observe the construction work and answer questions that CLIENT may have. OHM ADVISORS shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the construction work, or to determine whether the construction work is being constructed in accordance with the Contract Documents.

21. HAZARDOUS MATERIALS. As used in this Agreement, the term hazardous materials shall mean any substances, including without limitation asbestos, toxic or hazardous waste, PCBs, combustible gases and materials, petroleum or radioactive materials (as each of these is defined in applicable federal statutes) or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances at or near the Project site. Both Parties acknowledge that OHM ADVISORS' Scope of Services does not include any services related to the presence of any hazardous or toxic materials. In the event OHM ADVISORS or any other person or entity involved in the project encounters any hazardous or toxic materials, or should it become known to OHM ADVISORS that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of OHM ADVISORS' services, OHM ADVISORS may, at its sole option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until CLIENT retains appropriate qualified consultants and/or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations. CLIENT agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless OHM ADVISORS, its officers, partners, employees and subconsultants (collectively, OHM ADVISORS) from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including reasonable attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the Project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability, regulatory or any other cause of action, except for the sole negligence or willful misconduct of OHM ADVISORS.

22. WAIVER OF CONSEQUENTIAL DAMAGES. The Parties waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either Party's termination of this Agreement.

23. WAIVER OF SUBROGATION. The Parties waive all rights against each other and any of their contractors, subcontractors, consultants, agents, and employees, each of the other, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to a written contract or other property insurance applicable to the construction work.

24. THIRD PARTIES. Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either CLIENT or OHM ADVISORS.

25. CODE REVIEW/ACCESSIBILITY. In providing its services under this Agreement, OHM ADVISORS may have to interpret federal and or state laws, codes, ordinances, regulations and/or statutes. CLIENT understands and agrees that these may be subject to different and possibly contradictory interpretations by relevant governmental officials charged with interpreting same and furthermore understands and agrees that OHM ADVISORS does not warrant or guarantee that their interpretation will be consistent with the interpretation of the relevant governmental officials. OHM ADVISORS shall not be liable for unreasonable or unforeseeable interpretation of federal and or state laws, codes, ordinances, regulations and/or statutes by governmental officials charged with interpreting same.

26. DISPUTE RESOLUTION. In an effort to resolve any conflicts that arise during the project or following the completion of the project, the Parties agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation, unless the Parties mutually agree otherwise, as a prerequisite to further legal proceedings. The Parties agree to share the mediator's fee and any filing fees equally, and the mediation shall be held in the place where the project is located, unless another location is mutually agreed upon.

Exhibit 2

OHM
Advancing Communities

OHM ADVISORS
2024 HOURLY RATE SCHEDULE

Professional Engineer IV / Architect IV / Senior Interior Designer IV	$200.00
Professional Engineer III / Architect III / Senior Interior Designer III	$182.00
Professional Engineer II / Architect II / Senior Interior Designer II	$168.00
Professional Engineer I / Architect I / Senior Interior Designer I	$156.00
Project Specialist III	$185.00
Project Specialist II	$165.00
Project Specialist I	$135.00
Graduate Engineer IV	$158.00
Graduate Engineer III	$150.00
Graduate Engineer II	$145.00
Graduate Engineer I	$135.00
Graduate Architect III / Landscape Architect III / Interior Designer III	$145.00
Graduate Architect II / Landscape Architect II / Interior Designer II	$128.00
Graduate Architect I / Landscape Architect I / Interior Designer I	$118.00
Technician IV	$153.00
Technician III	$135.00
Technician II	$120.00
Technician I	$102.00
Engineering / Architectural / Interior Design Aide	$80.00
Professional Surveyor III	$175.00
Professional Surveyor II	$162.00
Professional Surveyor I	$146.00
Graduate Surveyor	$132.00
Surveyor III	$135.00
Surveyor II	$120.00
Surveyor I	$105.00
Surveyor Aide	$80.00
Planner IV	$170.00
Planner III	$153.00
Planner II	$129.00
Planner I	$110.00
Planner Aide	$75.00
Graphic Designer	$125.00
Administrative Support	$95.00
Clerical Aide	$80.00
Principal	$235.00
Sr. Associate	$215.00
Associate	$205.00

Rates as reflected subject to review and adjustment on an annual basis.
2024 Public Rates 23-1219

Comprehensive Master Plan for

City of Oregon

City of Oregon
5330 Seaman Road, Oregon, Ohio 42616
January 5, 2024

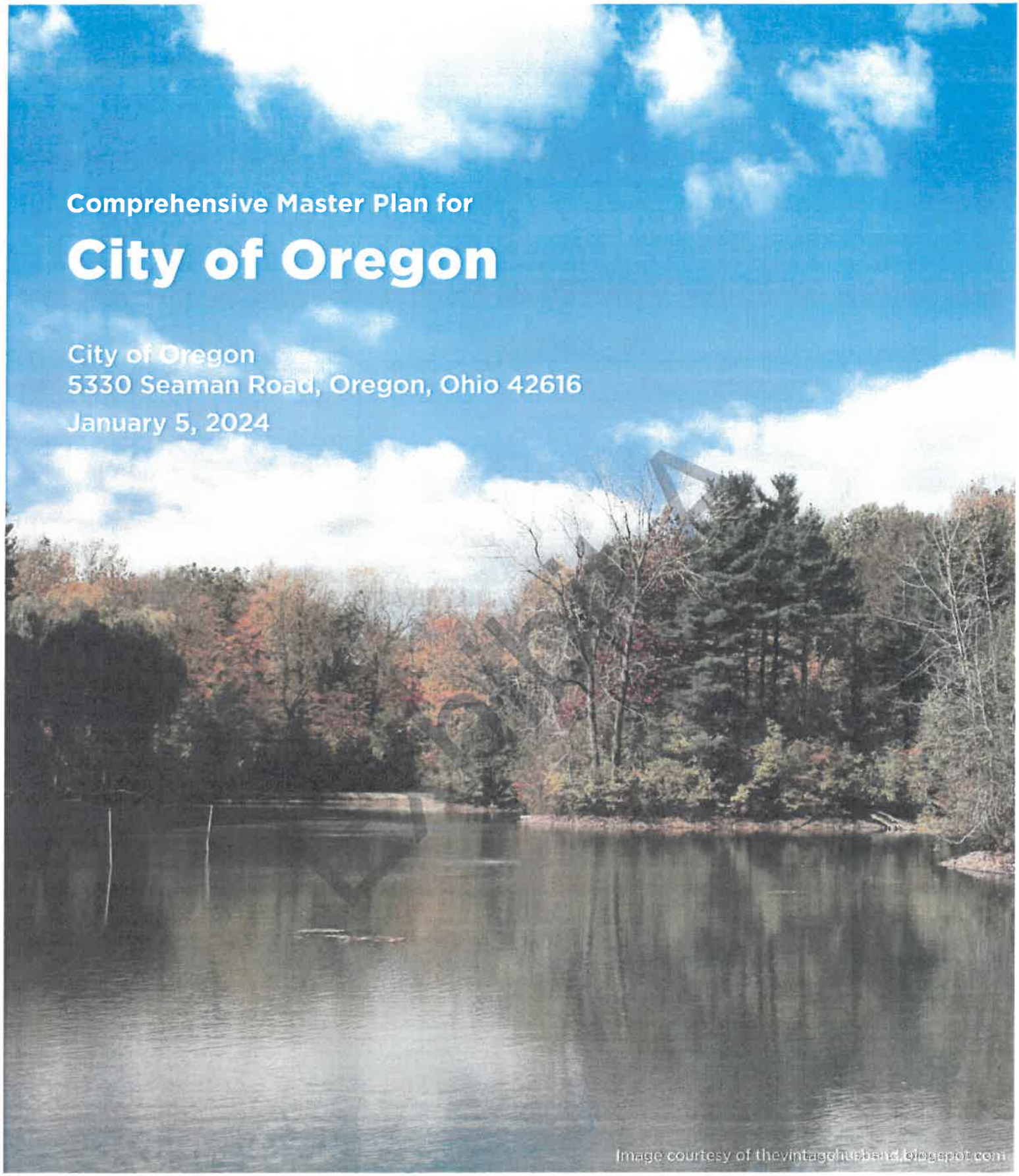

Image courtesy of thevintagehusband.blogspot.com

OHM

Exhibit A

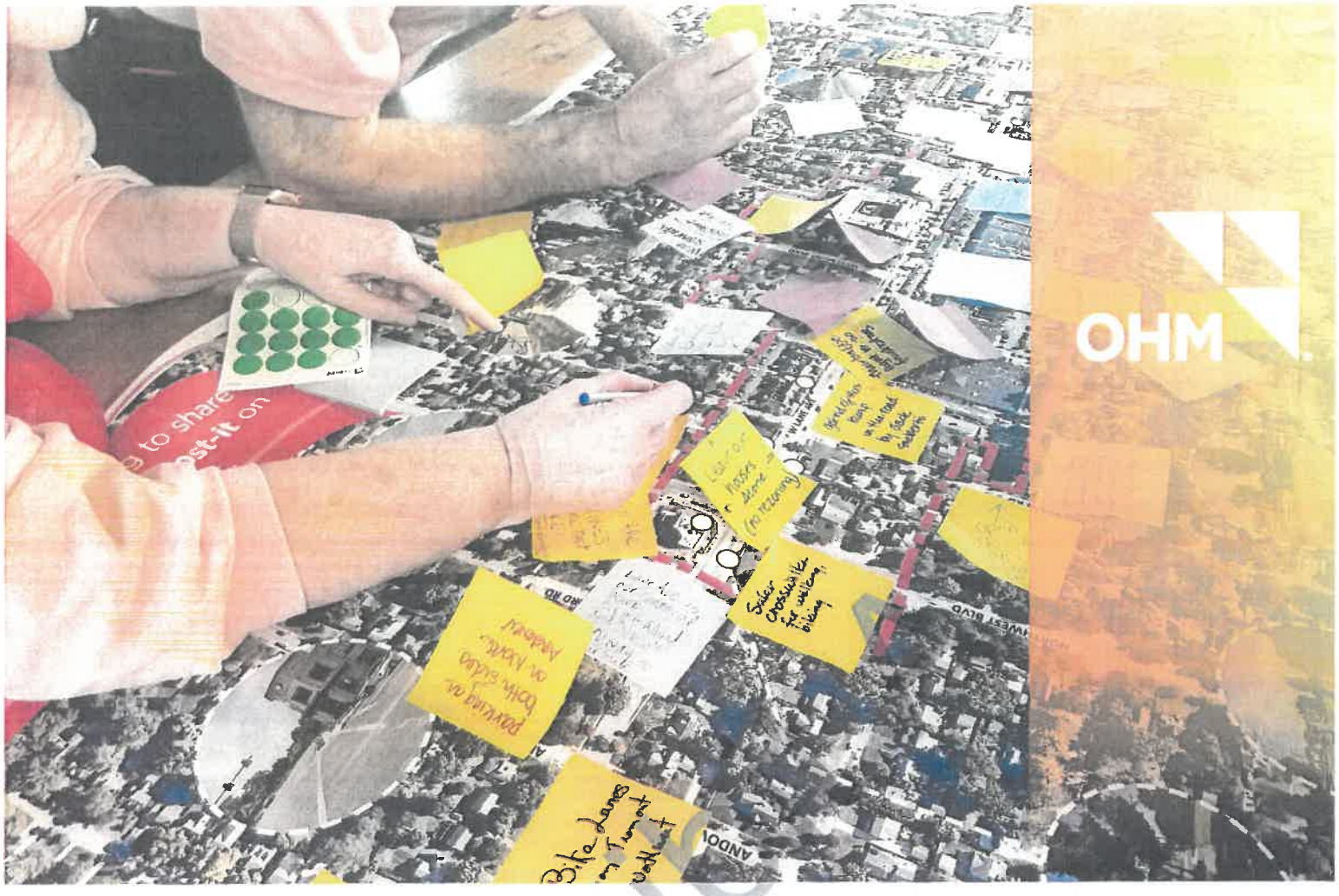

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Exhibit A

January 5, 2023

Mr. Joel Mazur, City Administrator
City of Oregon
5330 Seaman Road, Oregon, Ohio 43616

RE: Comprehensive Master Plan

The City of Oregon is continuing to invest in its community and be that 'Opportunity On The Bay'. Many past ongoing initiatives are completed, progressing, or in planning, which align with the City's priorities to improve various issues involving, jobs, residential development, infrastructure improvements, and youth engagement. These actions have been guided and supported by the 2025 Oregon Master Plan. Updating and developing a new Comprehensive Master Plan will allow for City leaders to assess possible changes in conditions across various categories including demographics, economics, housing, and general community needs, which were last adopted on November 13, 2007, with the 2025 Plan. A new plan will bridge the critical timeline from pre and post-COVID-19 that impacted the world.

As the Community Advancement firm, we know that any project whether physical infrastructure improvement or planning study, should result in ***a sustainable path forward to a 21st Century Community***. OHM's team will lead this project applying these principles and using industry best practices that will provide the city leaders (and community) with a working document for the next eight to twelve years. OHM will lead a successful planning process through key areas including:

- Utilizing an innovative and holistic approach.
- Engaging all community members, stakeholders, and project partners to listen, sort through concerns and ideas, and develop a pragmatic plan.
- Building trust and working to achieve consensus on the plan recommendations through comprehensive community and stakeholder engagement.
- Establishing a robust base of existing conditions analysis to guide community engagement and development of the plan through collaboration and team expertise.

The City of Oregon's location provides for growth across various industries including agriculture, energy, and tourism as well as a safe well-connected neighborhoods. OHM looks forward to working with the city leadership to advance a fully inclusive engagement process to facilitate a focused, flexible, and transformative vision for Oregon. We look forward to discussing this opportunity with you.

Sincerely,
OHM Advisors

Russ Critelli, PE
Principal in Charge
russ.critelli@ohm-advisors.com
614.865.1335

Aaron Domini
Project Manager
aaron.domini@ohm-advisors.com
614.843.0862

Exhibit A

OHM Advisors

Who We Are

OHM Advisors is a community advancement firm delivering award-winning work across the architecture, engineering, and planning spheres. Our multidisciplinary team provides a full range of services that are highly valuable to the planning of the future of the City of Oregon and we're eager to play a part in its continued advancement.

Firm History + Local Integration

Founded in 1962, we have grown to a 650+ person team with nineteen offices throughout Ohio, Indiana, Kentucky, Michigan, and Tennessee. In our 61+ years of practice, we have remained steadfast in our commitment to advancing communities by creating great places for people. We've demonstrated this commitment to the city through our involvement in Oregon Town Center and Harbor Drive Extension, Phase 1.

Our PLACE Studio

Award-Winning Design that Connects People and Communities

OHM's PLACE (Planning, Landscape Architecture, Community Environment + Engagement) Studio sees each project as an opportunity to partner, dream big and evoke your community's vision. Whether we're creating public spaces or regulations, plans or community identities, we take a holistic design approach to restoring and shaping better places for people and our environment.

Bringing Local Commitment + Regional Best Practices to Oregon

Our Ohio-based team is supported by regional leaders across the architecture, engineering, and planning space, yielding a unique blend of local pride, awareness of city processes, and understanding of key stakeholders. Our team has demonstrated our expertise in comprehensive and neighborhood planning for dozens of communities throughout Ohio and the Midwest.

Required Information

a) Name of firm: Orchard, Hiltz & McCliment (dba. OHM Advisors)

Client contact: Aaron Domini, Principal and Planning Practice Leader, 614.843.0862

b) Principal office: Livonia, MI

Branch offices: Columbus, OH; Cleveland, OH; Akron, OH; Perrysburg, OH; Ann Arbor, MI; Auburn Hills, MI; Detroit, MI; Fenton, MI; Hancock, MI; Kalamazoo, MI; Midland, MI; Mount Pleasant, MI; Petoskey, MI; Saginaw, MI; Knoxville, TN; Nashville, TN; Greater Louisville, KY; Frankfort, KY

c) Length of time in business: 61+

d) Firm ownership structure: Corporation with 54 shareholders

e) Annual service volume: We've included our annual revenue for the past five years to showcase our annual service volume. As our contracts are structured in various ways (task order, on-call, or one off projects), providing the number of projects is not an accurate indicator of volume.

2018: $62,055,303
2019: $69,033,558
2020: $75,064,312
2021: $82,324,188
2022: $90,041,315

Members of our PLACE Studio hosted an interactive design workshop for children in grades 5-8, in collaboration with the Center for Architecture and Design.

Exhibit A

Our Services

f) Total number of personnel:

Architecture

- Complete Design Services
- Site & Facility Evaluation
- Facility Master Planning
- Space Planning & Programming
- Interior Design
- Sustainable Design

Construction Engineering

- Construction Design
- Construction Engineering & Inspection
- Project Administration & Closeout

GIS & Innovative Technologies

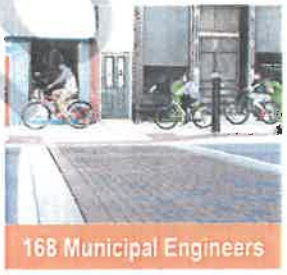
- Mobile GIS
- Software Solutions
- System Analysis
- System Design & Implementation
- Innovative Technologies

Landscape Architecture & Urban Design

- Multimodal Transportation
- Parks & Public Space
- Streetscapes
- Site Design
- Branding, Wayfinding & Signage
- Visualization & Graphics

Mechanical, Electrical & Plumbing (MEP) Engineering

- HVAC
- Plumbing
- Lighting & Controls
- Power Distribution
- Safety & Security



Municipal Engineering

- Community Engineering
- Infrastructure Assessment & Planning
- Funding Assistance
- Design & Implementation

Planning

- Public Engagement & Facilitation
- Economic Development Planning
- City & Regional Planning
- Land Development, Zoning & Entitlements
- Transportation Planning
- Codes & Standards

Surveying

- Road Design Surveys
- ALTA/NSPS Land Title Surveys
- Boundary Surveys
- Topographical Surveys
- Hydrographical Surveys
- Right-of-way Surveys
- As-built Surveys

Transportation

- Roadway Engineering
- Bridge Engineering & Diverse Structures
- Transportation Planning
- Traffic Engineering

Water

- Stormwater Management
- Drinking Water Systems
- Wastewater Systems
- Asset Management

Exhibit A

Russ

Aaron

Rachel

Delia

Rick

Tim

John

Exhibit

Your Project Team

A TALENTED + HIGHLY SPECIALIZED TEAM OF PROFESSIONALS

OREGON
OPPORTUNITY ON THE BAY

Russ Critelli, PE
Principal in Charge

Aaron Domini
Project Manager

PLANNING AND DESIGN

Rachel Bush, AICP
Lead Planner

Delia Houston
Planner

Rick Fay, PLA, ASLA, LEED AP
Landscape Architecture

ENGINEERING SUPPORT

Tim Bock, PE

ECONOMIC DEVELOPMENT

John Lippus

Exhibit A

Aaron Domini | Project Manager

Education
- Master of City and Regional Planning, The Ohio State University, 2004
- Bachelor of Science, Fort Lewis College, 2002

Experience
With OHM since 2010
8 years prior experience

Professional Affiliation(s)
- American Planning Association, Central Ohio Chapter
- The Ohio State University - Knowlton School of Architecture Adjunct Faculty, 2009-Present
- Ohio, Kentucky, Indiana Regional Council of Governments, 2012 Conference Committee, 2011-2012
- National Trust for Historic Preservation Member, 2009 - Present
- American Planning Association Member, 2004 – Present
- Michigan Planning Association Member
- Ohio Planning Association Member, 2010 – Present
- The Urban Land Institute, Design Juror

Background

Aaron has played a key role in developing a variety of plans for urban, rural, suburban, and regional areas throughout the country. His experience includes community planning, economic development, and public policy. With 21 years of experience, Aaron leads planning projects that build community and promote new economic opportunities for his clients. Prior to joining OHM Advisors, Aaron served as a public sector planning administrator which contributes to his ability to create plans and codes that are easily understood and implemented. Passionate about including citizens at the heart of the planning process, Aaron excels at leading and facilitating public participation to build stewardship, consensus, and support throughout the communities he serves. His emphasis on engaging the public yields plans that are rooted in market realities balanced by community values and aspirations. Aaron plays an active role in the planning community and serves as an Adjunct Professor at The Ohio State University Knowlton School of Architecture.

Select Relevant Experience

Avon Lake Comprehensive Plan, Avon Lake, Ohio
Project Manager; The Comprehensive Plan is intended to strategically guide the community to promote growth and development, highlighting areas for priority investment. Specific areas of the plan focused on open space and access to the Lake Erie shore, redevelopment of aging commercial centers and corridors, and identification and development of public private partnerships. Aaron led the development of the Avon Lake Comprehensive Plan.

Manchester-Chateau Neighborhood Plan, Pittsburgh, Pennsylvania
Principal in Charge & Planner; This nine-month planning process for the City of Pittsburgh investigated neighborhood strategies for continued revitalization while protecting the character and heritage of the community. Aspects of housing, transportation, connectivity, and funding strategies are included within the plan, which was informed by a highly inclusive process that involved extensive community outreach.

Wooster Comprehensive Plan, Wooster, Ohio
Principal & Project Manager; OHM assisted the City of Wooster with an update to their comprehensive plan. Our team collaborated closely with a steering committee and sough input from the community to ensure the plan protects and enhances the character of the community. Aaron led the extensive public engagement which resulted in a plan that identifies a vision and goals for the future and incorporates land use, transportation, utilities, public services, and parks and recreation.

Romulus Vision Plan, Romulus, Michigan
Project Manager; Led this plan that organizes the wants and needs of residents, City staff, and stakeholders into a clear vision for the future and defines a strategy of implementation to improve the economic competitiveness of the City of Romulus. As part of the visioning process, Aaron led Steering Committee meetings, stakeholder meetings, and multiple public meetings to gather consensus. The plan defines the objectives and aspirations of the community and includes the actions needed to achieve the vision. The plan also outlines the responsible parties, timelines, and general cost for each action recommended to provide a realistic and attainable strategy for implementation.

EXHIBIT A

Rachel Bush, AICP | Lead Planner

Education
- Master of Urban Planning, Wayne State University, 2022
- Bachelor of Science in Environmental Science, Oakland University, 2018

Experience
With OHM since 2022
1 year prior experience

Professional Certification(s)
- American Institute of Certified Planners (AICP)

Professional Affiliation(s)
- American Planning Association
- Michigan Association of Planning

Background

Rachel employs her experience in sustainability scenario planning, strategic planning of parks and public spaces, and natural resource stewardship across an urban gradient to create more sustainable, equitable, and engaged communities. Prior to joining OHM Advisors, she worked in local government at the city and county level. In working closely with municipal leadership, stakeholders, and community members, Rachel identifies community strengths and aspirations, and fosters opportunities for internal and external collaboration. In addition to her bachelor's and master's degrees, Rachel has received educational specializations in sustainability and agriculture. With a diverse customer service background, extensive outdoor experience, strong organizational skills, and an inquisitive mindset, Rachel brings unique perspective to every team.

Select Relevant Experience

Orchard East Subarea Plan, Monroe, Michigan
Planner; Neighborhood plan that is focused on community context and community-driven decisions to address new residential housing options, local retail development, and neighborhood identity. An extensive conditions analysis, stakeholder interviews, and public engagement will establish Orchard East's identity as a cultural district in Monroe.

Medina County Strategic Transit Plan, Medina County, Ohio
Planner; Creation of a near-term framework for re-envisioning the public transit system for the county. Supported the development of community engagement strategies and development of transit and marketing solutions to strategize transportation improvements, utilize new technology, encourage increased ridership through creative engagement and marketing tools, and define funding options to support organizational needs.

TCRPC Tri-County Regional Trails Plan, Lansing, Michigan
Planner; Supported the development of a regionwide trails plan that will result in preferred routes connecting the existing Lansing River Trail system to the statewide system of trails. Facilitated several rounds of community engagement to invite public feedback on proposed trail connector routes and conceptual designs. Rachel is responsible for producing an economic impacts analysis, marketing and branding strategies, and assembly of the final plan document.

9 Mile Road Corridor Plan, Oakland County, Michigan
Lead Planner; Responsible for developing a concept for a connected and cohesive non-motorized pathway from Hazel Park to Farmington Hills. The plan is intended to assist each community in implementing walking and biking pathways that allow for safe and feasible travel between communities and would link to recreational facilities within each city. Recommendations include pathway type, placemaking locations, amenity needs, corridor identity, and an implementation plan.

Arts Alleys Initiative, Detroit, Michigan
Planner; Designed high-quality maps, project information graphics, community engagement boards, and presentations for the City of Detroit Office of Arts, Culture, and Entrepreneurship to spread awareness and collect community feedback on the proposed transformation of five publicly-owned alleys into arts-centered, activated public spaces.

Delia Houston | Planner

Education
- Bachelor of Science in Landscape Architecture, The Ohio State University, 2023
- Environmental Design, University of Colorado Boulder, 2020

Experience
With OHM since 2023
All experience with OHM

Background

Delia is passionate about promoting equality, access, and social and environmental justice, and dedicated to helping cities and towns sustainably develop in these areas. Delia recently graduated from the Knowlton School at The Ohio State University (OSU) with a Bachelor of Science in Landscape Architecture, and previously studied environmental design at the University of Colorado Boulder.

Delia is skilled in creating layouts, using color theory, and telling compelling stories through graphics. She is an expert at map-making, using Geographic Information System (GIS) mapping, Illustrator, and Photoshop to create aesthetically pleasing maps that convey data-driven narratives. Her background in Landscape Architecture allows her to be in ally in creating sustainable and social streetscapes and improve the resiliency of urban landscapes. Delia is excited to be part of the research, analysis, and design phases for projects, and is eager to use her skills, continue learning, and to contribute to development, transportation, and infrastructure projects.

Select Relevant Experience

Wooster Comprehensive Plan, Wooster, Ohio
Planner & Outreach Graphics; OHM assisted the City of Wooster with an update to their comprehensive plan. Our team collaborated closely with a steering committee and sough input from the community to ensure the plan protects and enhances the character of the community. The Wooster Comprehensive Plan for 2023 has been updated and expanded from the 2014 version, covering a larger area for future development beyond the downtown core. Delia played a significant role in creating the plan's visual elements, such as formatting the comprehensive plan document and designing infographics.

Monroe County Link 2.0 Economic Development Strategy Plan, Michigan
Planner & Outreach Graphics; The Monroe Link 2.0 Economic Development Plan is an updated and collaborative version of Monroe Link 1.0, which expands into different areas in the County. Delia assisted in creating the planning document, ensuring it was both visually compelling and easily comprehensible to the audience.

Hudson Comprehensive Plan, Hudson, Ohio
Planner & Outreach Graphics; OHM worked with the City of Hudson to update their Comprehensive Plan. This plan is meant to serve as a guide for the next 10 years, with a key focus on maintaining and respecting the local community values. Other key elements of the plan included growing the downtown, and planning for new areas of reinvestment in both developed and undeveloped areas of the city. Delia assisted in mapping priority development areas and potential future uses within those areas.

Ripley Riverfront Master Plan, Appalachian Community Grant Program, Ripley, Ohio
Planner; The Ripley Riverfront Master Plan was a project developed through the Ohio Appalachian Community Grant Program. The project aimed to plan and create a Downtown Master Plan document and redesign the Riverfront Corridor. Delia contributed to the team in programming and designing the Riverfront, conducting community engagement forums, and creating the master plan document.

Exhibit A

Tim Bock, PE | Engineering Support

Education
- Bachelor of Science, Civil Engineering, Ohio Northern University, 1992

Professional Registration(s)
Professional Engineer:
OH, 1997, #PE.61270

Experience
With OHM since 2023
31 years prior experience

Background

Based in the Toledo office of OHM Advisors, Tim joined the firm as a member of the Municipal Services Team in 2023. With more than three decades of roadway engineering, municipal infrastructure design, and construction administration experience for clients throughout Ohio, he provides local counsel to communities of all sizes while strengthening the firm's capacity and serving in a management role for his office and staff.

As a senior project manager, Tim provides complete project development assistance, including conceptual consultation, design, funding assistance, and construction administration services. He has extensive roadway experience with streets and highways, multi-use trails, traffic, drainage, parking lot and pavement design, as well as with construction administration, cost estimating, and detailed community plan development. His experience includes oversight of site plan development, surveys, relocation plans, and construction staking for utility companies.

Select Relevant Experience

- **LUC-Oregon Trail Phase 4, Oregon, Ohio**
- **Cedar Point Development, Parkway Road Infrastructure Improvements, Oregon, Ohio**
- **Cedar Point Development, Blue Heron Drive Infrastructure Improvements, Oregon, Ohio**

John Lippus | Economic Development

Education
- Bachelor of Education in Exercise Sciences University of Toledo, 1988

Experience
With OHM since 2021
20+ years prior experience

Background

John has over two decades of experience in economic development, investor relations, and financial incentive management. Passionate about community revitalization, John works with communities to advance dreams into reality through creative approaches to financing and incentives. Prior to joining the OHM Advisors team, John was the Vice President of Investor Engagement at The Regional Growth Partnership – the lead economic development agency serving the Toledo region and 17 counties in Northwest Ohio. He also served as the Executive Director of the Sandusky Main Street Association, a private economic development organization specializing in downtown revitalization facilitating over $125 million in new development.

Select Relevant Experience

- **Oregon Town Center and Harbor Drive Extension, Phase 1, Oregon, Ohio**
- **Warehouse District Plan, Toledo, Ohio**
- **Benedict Avenue District Plan, Norwalk, Ohio**
- **Economic Development Strategist, Garfield Heights, Ohio**

Exhibit A

Reynoldsburg Comprehensive Plan

REYNOLDSBURG, OHIO

A successful first ring suburb on the east side of Columbus and located on a major regional corridor, the City of Reynoldsburg sought the development of a Comprehensive Master Plan in 2017 to help envision the future. A statistically-valid resident survey was completed to guide the plan recommendations and results revealed that residents were open to accommodating infill development along key commercial corridors. Existing conditions analysis also revealed that Reynoldsburg has more retail square footage per capita than the national average, with much of its retail product outdated in size, design, site layout, and use.

In response to the initial findings, the planning team recommended two focus area concepts, applying best practices and evaluating national trends to aid in the design. These focus areas targeted outdated big box retail sites to be repositioned into modern uses. One site envisioned approximately 20 acres into hundreds of residential units, another site was reimagined in a medical office campus. By transforming larger, dated uses into higher density, mixed-use, and quality designed sites, Reynoldsburg will be able to position itself for continued success far into the future.

In addition to focus area site redevelopment, the Plan calls for several improvements to the public realm including parks, trails, and streetscape improvements. A change in traffic pattern was evaluated in order to accommodate on-street parking and foster a walkable environment in the downtown. A public park was recommended and designed for the downtown area to fill a yet unrecognized need and provide a space to gather in the emerging urban setting. Finally, branding and signage pieces were designed to complement ongoing redevelopment in Olde Reynoldsburg. Together, these recommended improvements have led to momentum in Olde Reynoldsburg to codify the necessary changes and continue pursuing quality redevelopment options.

Client Reference
City of Reynoldsburg
Andrew Bowsher, Development Director
614.322.6831

Completion
2018

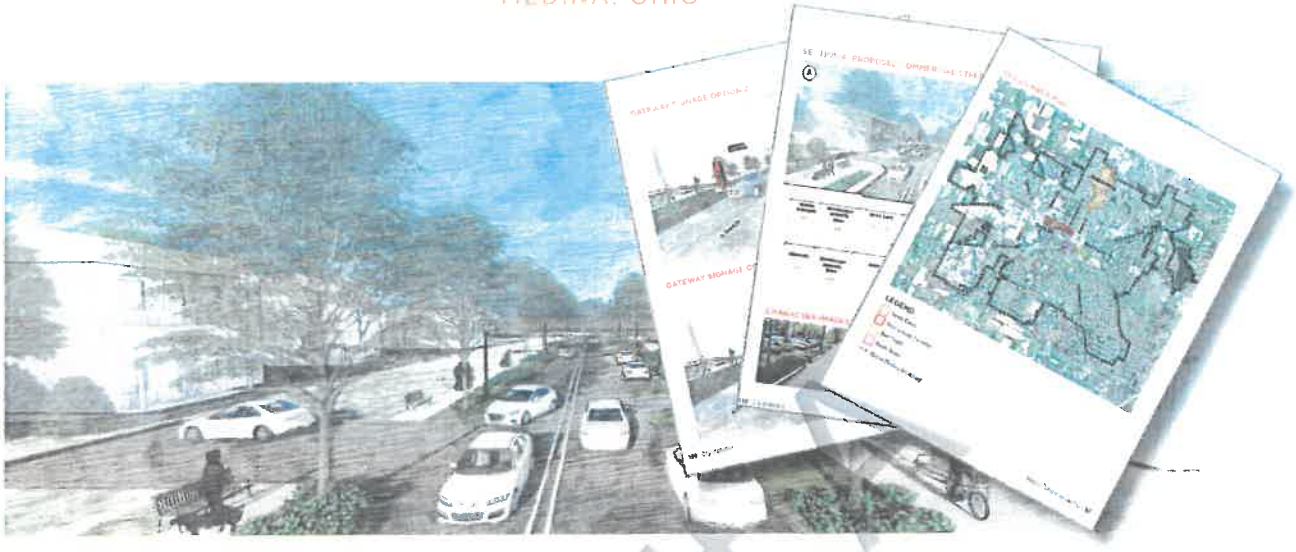
Cost
$100,000

Services Provided
Community Engagement
Planning

Exhibit A

Medina Comprehensive Plan

MEDINA, OHIO



Founded in 1818, The City of Medina is located in Northeast Ohio as serves as the county seat for Medina County. Beginning in 2021, OHM Advisors led a process to update the city's comprehensive plan that will guide the city in zoning, land use, transportation, and economic development. Unique to Medina, this plan took a closer look at many factors that were shaping the city, market, environment, transportation, and other community aspects. The goal of the plan was to serve as the cornerstone for future decision making for how the community grows and is planned in the future. It is intended to serve as a guide, but also remain flexible and be reviewed over time.

The OHM team worked closely with a steering committee, which included representation from a wide range of interested parties, throughout the process and sought extensive input from the community through a variety of engagement methods which included in-person community open houses, participation at city events, farmer's markets, virtual presentations, and open houses, posting interactive boards at key locations, and a digital community survey. In total more than 500 community members participated and engaged in the planning process, generating, and confirming ideas for the future. The engagement process provided the foundation for the plan framework and recommendations.

The plan also identified four focus areas within the community. These areas were defined as an important collection of parcels that are appropriate for development, redevelopment, or infill and can dramatically shape the quality of life and economic success of the community in the future. Detailed urban design and land use plans were created for these areas which graphically illustrated and communicated a vision for how the area may develop based on the land use typology and development principles created.

Client Reference
City of Medina
Andrew Dutton, AICP, Community Development Director
330.722.9023

Completion
2022

Cost
$93,000

Services Provided
Community Engagement
Planning
Urban Design

Exhibit A

Manchester-Chateau Neighborhood Plan

PITTSBURGH, PENNSYLVANIA

The Manchester-Chateau Neighborhood Plan is an opportunity to inspire and advance two of the most important neighborhoods in Pittsburgh. Located immediately north of the North Shore and Heinz Field, Manchester is a neighborhood of remarkable architecture and legacy. An original national leader in historic preservation, Manchester boasts a variety of incredible buildings of various architectural styles, exhibiting incredible craftsmanship of the past. The neighborhood has remained diverse while weathering a long period of disinvestment and has recently experienced a new wave of reinvestment.

Chateau was forever changed decades ago by the construction of an elevated highway to divide it from Manchester, and by associated urban renewal policies that saw the neighborhood elements removed for creation of industrial uses. Over the years, interesting uses have emerged and the area is now poised for potential large-scale changes.

OHM Advisors led a multi-disciplinary team to complete a nine-month Manchester-Chateau planning process for the City of Pittsburgh. The plan will investigate neighborhood strategies for continued revitalization while protecting the character and heritage of the community and advocating for today's residents. Aspects of housing, transportation, connectivity and funding strategies will all be outlined. The process is highly inclusive and involves extensive community outreach.

Client Reference
City of Pittsburgh
Stephanie Joy Everett
Senior Planner- Strategic Planning
412.255.2256

Completion
2018

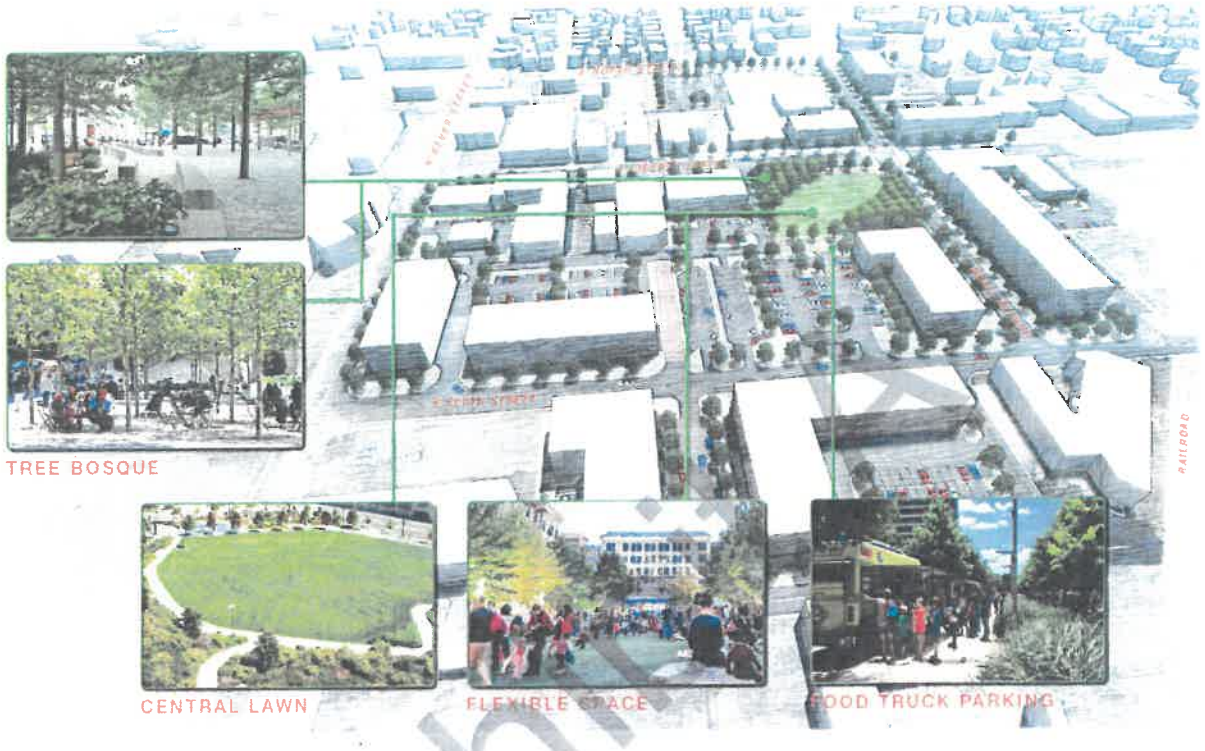
Cost
$150,000

Services Provided
Community Engagement
Landscape Architecture
Planning

DRAFT

Wooster Comprehensive Plan

WOOSTER, OHIO



Located in Northeastern Ohio and home to around 26,000 residents, the City of Wooster is a regional center for education, industry, and agriculture. OHM Advisors led a process to update the city's aging comprehensive plan, which we previously completed in 2014. This update was in response to recent growth within and around the city, as well as changing demographics that are impacting the local marketplace. The goal of the plan update is to create a roadmap for city officials and community members that provides insight into Wooster's current conditions and makes recommendations to guide future policy decisions and development within the city.

The OHM Advisors team worked closely with a steering committee throughout the process and sought extensive input from the community to ensure the plan was community driven.

The plan identified development areas within the community that presented significant redevelopment or development potential and were considered a priority public and private sector reinvestment initiatives. Detailed urban design and development plans were created for each one of these areas to graphically illustrate a redevelopment vision and outline the preferred development program for each area.

Client Reference
City of Wooster
Vince Marion
City Planner
330.263.5238

Completion
2022

Cost
$100,000

Services Provided
Community Engagement
Landscape Architecture
Planning

Avon Lake Comprehensive Plan

AVON LAKE, OHIO

OHM Advisors led a process with the City of Avon Lake to update their Comprehensive Plan in celebration of the city's bicentennial. The City of Avon Lake is a community of 23,000 residents located off the shores of Lake Erie in Lorain County. Meant to serve as a guide for the next 30 years, but with strategic action steps, the intent of the plan was to take the near and long-term hopes for the city and tie those into implementation strategies which meet the overall goals of the community. Outreach to the community was facilitated through traditional approaches, such as community surveys, but also through less traditional methods by going out to community events, such as the city's Bicentennial Festival, to meet and discuss the future of Avon Lake with residents and visitors of the lake shore. The process also included collaboration with local businesses, and regional stakeholders.

Located only 15 miles west of Cleveland, Avon Lake has over 220 acres of parklands, recreation, and playgrounds, and 20 miles of bike lanes. Unfortunately, direct access public beaches and other lake amenities is limited to two places, inspiring increased lakefront access as a primary goal of the plan strategies. The commercial and retail areas of the city were developed in earlier eras and now feels the effects of new retail expansion in neighboring cities. Our team was tasked to work with the community to develop a land use plan that reflected the current assets of the community, while focusing on targeted areas for change.

Three of these targeted areas were identified for infill and redevelopment. Specific concept plans and design guidelines were developed for each focus area to address community images in creation of a walkable, "downtown" for the city, as well as housing options to support aging-in-place. In addition to the focus areas, a lakefront policy was created to guide the city in developing and creating additional public access to Lake Erie.

By employing a dynamic and innovative planning process, the City of Avon Lake sought to develop a truly comprehensive plan that fully integrates land use, transportation, parks and open spaces and other public amenities, while also outlining implementation strategies.

Client Reference
City of Avon Lake
Greg Zilka
Mayor
440.930.4100

Completion
2019

Cost
$100,000

Services Provided
Community Engagement
Landscape Architecture
Planning

Perrysburg Comprehensive Plan

PERRYSBURG, OHIO

Located in Northwestern Ohio and home to around 22,000 residents, the City of Perrysburg is a premier Ohio community with a historic downtown on the banks of the Maumee River. In 2020, OHM Advisors led a process to update the City's aging Comprehensive Plan. This update was in response to recent growth within and around the City creating growth pressure on infrastructure, schools, and the rural character of the community. The goal of the plan update was to create to create a defensive policy document that would guide the update of the City's zoning code and drive the redevelopment specific areas within the community.

The OHM Advisors team worked closely with a steering committee throughout the process and sought extensive input from the community through public meetings, an online forum, and a telephonic survey of residents to ensure the plan was community driven and statistically valid. In total more than 1,000 community members participated in the process generating more than 3,000 ideas for the future. This also included a robust online / digital engagement strategy that was conducted during the peak of COVID-19 outbreaks.

The plan also includes a number of Priority Development Areas within the community. These areas present significant redevelopment or development potential and are considered a priority public and private sector reinvestment initiatives. Detailed urban design and development plans were created for each one of these areas which graphically illustrated a redevelopment vision and outlined the preferred development program for each area.

Client Reference
City of Perrysburg
Brody Walters
City Planner
419.872.8010

Completion
2021

Cost
$85,000

Services Provided
Community Engagement
Planning

Exhibit A

Toledo Warehouse District Master Plan

TOLEDO, OHIO

OHM Advisors worked with Connect Toledo to set forth a development plan for a project area that includes the Toledo Warehouse District, as well as the Middle Grounds neighborhood. Our plan was not to reinvent the wheel, but instead to focus on compiling information and recommendations from all the previous, dormant plans and prioritize specific projects to set into action in the short term to act as public and private space catalysts for generations to come.

Throughout the project, steering committee meetings were held for stakeholders to prioritize the previously outlined projects from existing plans. From 65 outline initiatives, it was narrowed down multiple times over the course of the project, with the main points of interest being connectivity, public spaces, greenspaces, and streetscapes. Four priority initiatives emerged: 1) the redevelopment of current underutilized space into a mixed-use entertainment district with public and private amenities; 2) strategic infill initiatives; 3) promoting a new public greenway and surrounding development strategy; 4) reimagining the streetscape of a corridor that connects important Toledo entertainment centers and institutions.

This plan, in coordination with other efforts such as cleaning up the local creek, expanding public housing options, and expanding open space and multi-use path options, will help organize and focus both the private and public sector to accomplish and implement important projects in the short term.

Client Reference
ConnecToledo
Paul Toth, President
419.249.5494

Completion
2022

Cost
N/A

Services Provided
Planning
Community Engagement
Landscape Architecture
Urban Design

DRAFT

To create a comprehensive plan rooted in community values and aspirations, informed by an evaluation of land use, market analysis, and future trends backed by economic development and implementation strategies to strengthen the Oregon community.

Project Understanding

A need for a holistic approach that integrates planning, engineering, design, and economic development.

A comprehensive plan needs to be inclusive and consider a **360-degree view of the community. This includes planning** for balancing land use, infrastructure, economic development, community character, and quality of life amenities.

Why the OHM Team?

The OHM team provides a multidisciplinary and holistic perspective. Something incredible grows out of a team of experts with individual specialties - ***ideas with a bigger impact.*** More energy. And more synergy in less time. Within our team makeup, collaboration breeds higher-grade solutions. With this formula, we have been and want to be a long-term trusted advisor, assisting with not only the creation of the plan but also the implementation of the plan.

Innovative engagement that advances and expands how community aspirations impact the plan.

The OHM team continuously explores new and innovative ways to engage with stakeholders and the community. The new normal of virtual engagement has proven to be the most efficient, and in some situations, equitable form of engagement. Additionally, engagement in new creative ways outside the walls of a government center/facility helps drive equitable and increased participation.

Why the OHM Team?

OHM has been a leader in integrating virtual engagement with in-person techniques for years and believes it is extremely important to make engagement accessible and convenient. As we continue to use both forms of engagement, we also refine and develop new methods. As part of this process we believe it will be imperative to engage with people 'in' the community This means hosting meetings in creative ways such as at Buffalo Rocks, the Hospital, or other community destinations.

Local stakeholders and organizations are critical to the process, and building trust and buy-in is paramount.

As part of our process, we will engage local stakeholders to help inform the development of the planning process and create alignment on key issues and projects. For this project, we envision working with groups such as the hospital, RGP, TMACOG, Oregonian Club, Senior Club, and the youth, among other local organizations and stakeholders.

Why the OHM Team?

OHM's planning studio understands the importance of engaging with residents and stakeholders early, often, and in multiple formats to establish support and build trust. Stakeholder meetings help form the core of our process. Stakeholder engagement is critical as oftentimes, these stakeholders represent ongoing initiatives that should align with the broader plan and their voices are often agents of change within a community. By establishing and building trust with the members of the community and stakeholders, we can better understand their perspectives, and ensure there is buy-in in the final plan.

Excerpt

Guide & promote new economic development initiatives and the community's brand identity.

Every community needs a healthy economy and brand identity to thrive. We understand the plan should recognize the city's current economic strengths and outline where new opportunities for economic and job growth can occur. As part of the planning process, we will consider what the community's brand essence and competitive identity is in the marketplace and help refine and elevate it through planned capital projects such as gateways, signage and wayfinding, and street improvements.

Why the OHM Team?

OHM Advisors' team of planners, urban designers, real estate experts, and engineers can help identify and implement creative solutions to grow new economic opportunities. Our team has worked with your community in the past to not only identify the key investment areas, but also bring them to life. We will build upon those efforts as part of this process to further enhance economic opportunities and quality of life for the residents.

Continue to plan and expand the non-motorized network, parks, and other community spaces.

Oregon has an existing and growing non-motorized network that connects community destinations to other assets. This network supports community activities, connectivity, and promotes safety and healthy lifestyles, which serves as an important quality of life amenity. However, we know it is still critical to plan for the non-motorized infrastructure and connect existing neighborhoods and destinations.

Why the OHM Team?

OHM's complete team of experts works to create and build a diverse array of non-motorized systems. Whether it's a non-motorized plan, pathway, bridge, or on-road network, we have designed or planned it. Our team of engineers and planners will work collaboratively to consider and plan for Oregon's network, for both improvement and expansion.

Develop a vision for parks and community gathering spaces.

Spaces for the community to gather, recreate, and engage with one another are critical for the quality of life of both the residents and the city. This is no different in Oregon and as part of this planning process, understanding the needs and desires of the community concerning parks, open spaces, and general community gathering places will be essential to developing a clear vision and strategy. This includes areas such as South Shore Park, and new places like a community recreation center or a pump track.

Why the OHM Team?

We recognize this project is not about the detailed evaluation and design of parks and open spaces. However, we know that these elements need to be considered and integrated into the plan as they present opportunities to layer together many community objectives/projects creating alignment and efficiency in regards to how the city is planned. We have an experienced team who've conducted numerous park master plans and have implemented aspects of those master plans. Our team will incorporate this knowledge and work in this planning process.

A need to develop implementation strategies and committees that carry the plan forward.

A plan is only as good as the first step thereafter. To have a successful plan it is imperative there is a clear and executable implementation strategy.

Why the OHM Team?

Our previous work with the city has shown the value our team of experts brings in the development of clear, attainable strategies for implementation. Through this comprehensive planning process, we will continue to develop and identify those strategies to further enhance the community. Strategic infill, corridor enhancements, community gathering spaces, infrastructure, and more will all be part of the strategy development to leverage the city's assets. OHM will also work to create and organize committees as part of the planning process that carry priority projects forward into implementation (e.g. community center committee).

Exhibit A

Work Plan

The following approach was designed to achieve the objectives outlined in the RFP. The proposed approach is organized into five phases outlined below.

PHASE 1:
INVESTIGATE

PHASE 2:
INFORM

PHASE 3:
ENGAGE THE
COMMUNITY

PHASE 4:
DEVELOP THE PLAN

PHASE 5:
FINALIZE, INSPIRE, &
IMPLEMENT

PHASE 1: INVESTIGATE

Task 1.1 – Project Kickoff

OHM will host a 'kickoff' work session. This session will familiarize OHM with key planning and development issues, develop a steering committee structure and member list, and establish the finalized logistics and schedules for the project. OHM will also develop a project webpage to serve as the community base camp for the project.

Task 1.2 – Communications and Engagement Strategy Refinement

OHM will work with the client team to define the communication and engagement plan that will form the base of our engagement with the community and stakeholders. This plan will include strategies to communicate in a multitude of mediums such as print, social media, virtual platforms, and through the city's website or other communication platforms. A variety of mediums will help connect the residents to the process. These resources will be utilized to disseminate information, solicit digital feedback, and provide project updates to the community.

Task 1.3 – Assemble Project Data

As part of this task, the planning team will collect and assemble data to create base maps of the City of Oregon. This step will utilize data provided by Oregon, and various local and state organizations. The data will be compiled and organized to create a series of maps using GIS and other digital software.

Task 1.4 – Review Current Plans and Policies

OHM will assemble and review all relevant planning and zoning documents that directly address the current and future conditions of the city. This will include but is not limited to, zoning district maps, development policies, corridor studies, codes and guidelines, and the existing Comprehensive Plan. Part of this task will be to analyze the effectiveness of the past comprehensive plan and current zoning standards.

Task 1.5 – Steering Committee Meeting 1

OHM will host a steering committee meeting to orient the committee to the project, the work plan, and the schedule. The meeting will serve as a way to make sure all the participants in the planning process understand the schedule and deliverables that will result from each task. OHM will lead the group through a series of activities to help identify key issues and opportunities, identify focus areas, and agree upon the project goals and objectives which will guide the team throughout the process.

Meetings:

- Project Kickoff Client Meeting 1
- Steering Committee Meeting 1

Time frame:

- Months 1-3

Deliverables:

- Work plan outline
- Project goals and objectives
- Communication and engagement strategy
- Project webpage (if requested)

Exhibit A

PHASE 2: INFORM

Task 2.1 – Existing Conditions Analysis

During this task, the consultant team will evaluate the existing conditions in the city, building off the data and feedback already collected and assembled by the project team. The outcomes of this task will be critical to the overall development of the plan as it will create the foundation to develop specific concepts and recommendations that are balanced and informed by thorough technical analysis. The team will examine demographics, local economy, housing, zoning, current land uses, destination areas, transportation, infrastructure (water, sewer, etc.) trails/bike facilities, parks and open spaces, and natural and cultural areas.

Task 2.2 – Steering Committee Meeting 2

The goal of this meeting is to build off the work from the first steering committee meeting and to allow the consultant team to go over the existing conditions analysis. OHM will also go over the proposed survey questions and methods to deliver/market the survey to the community. Additionally, the proposed agenda and activities for the community engagement meetings, and draft community survey questions will be discussed and developed collaboratively. OHM will also work with the committee to identify stakeholders to be interviewed in Phase 3.

Meetings:

- Client Team meetings
- Steering Committee Meeting 2

Time frame:

- Months 3-4

Deliverables:

- Existing conditions analysis memo/presentation
- Proposed survey questions
- Online materials for the project webpage

PHASE 3: ENGAGE THE COMMUNITY

Task 3.1 – Community Survey & Pop-Up Surveys

For this task, OHM will develop an interactive survey to gather feedback and insights from the larger community. This survey will be hosted on the project webpage and remain open for an agreed-upon time. In addition to the website survey, the team will take key questions from the survey and create materials that can be emailed or posted in the community to promote the survey and drive participation. They can be strategically placed in locations throughout the city and remain open and active and be used in social media communications. This will not only help to promote the planning process, but also capture voices that may not typically be heard.

Task 3.2 – Design Workshop

In this task, OHM will facilitate an interactive design workshop with members of the steering committee, stakeholders, and community members. The workshop will include a variety of exercises and activities to generate ideas and initiate dialogue on the future conditions of Oregon. The exercises and activities will cover land use strategies, development principles, zoning, infrastructure, open spaces, focus areas and more. The results of the workshop will be documented and used in later tasks for the plan development. The workshop will allow for large and small group activities and discussions.

Task 3.3 – Stakeholder Interviews

As noted in the project understanding we believe it is imperative to reach out and connect with key community stakeholders and organizations. OHM will host up to five focus group meetings to gain strategic insight from specific groups in the community. This includes organizations such as the hospital, RGP, TMACOG, Oregonian Club, Senior Club, and the youth, among other local organizations.

Task 3.4 – Steering Committee Meeting 3

The purpose of this meeting is to translate the results from the first three phases into a draft plan framework. OHM will present the results of the community engagement to the committee for discussion. Once the goals are established, OHM will work with the committee to create a list of draft development principles.

Exhibit A

The principles are statements of intent that describe the desired outcome of future growth and development in the city. The goals, principles, and land use plan will be used to shape the plan framework and should be utilized to evaluate the compatibility of future projects, programs, policies, and developments.

Meetings:
- Design Workshop
- Steering Committee Meeting 3

Time frame:
- Months 5-7

Deliverables:
- Community survey
- Community survey materials
- Community outreach memo/presentation
- Comprehensive plan framework
- Draft development principles

PHASE 4: DEVELOP THE PLAN

Task 4.1 – Create the Vision and Overall Land Use Plan Strategies

During this task, the consultant team will create a series of statements with supporting graphics that define the overall plan and vision for Oregon. This step will not be a traditional visioning statement, but rather a synopsis of the city's existing conditions analysis, key findings from the stakeholder/public outreach, infused with best practices. The purpose of this step is to set the tone for the future land use map, outline locations for the focus area sites, what future investors are "buying" into, and set the expectations for the type and quality of future development.

Further, it will accomplish the following as a component of the final plan and market elements:

GUIDE the community evaluating proposed public, private, or public/private projects in the various study areas.

INFORM and guide property owners and potential investors as to what is desired and likely to be approved.

MEASURE progress and effectiveness in the development and redevelopment of the target development sites to ensure projects have synergistic qualities that strengthen the City of Oregon.

Task 4.2 – Focus Area Concepts

The purpose of this task is to dig down and apply the vision, goals, and objectives to specific focus area sites identified in the previous tasks. These areas will be rendered or modeled using computer graphics in detail to illustrate how these areas could be redeveloped with targeted strategies. This may include private development opportunities, as well as priority public projects (e.g. parks, streetscapes, etc.). The results of this task will show how the vision translates to the built environment and will serve as a powerful marketing tool to communicate the vision and development potential to the private sector and guide future capital planning for the city.

Task 4.3 – Steering Committee Meeting 4

During this meeting, OHM will go over the focus area concepts and plan elements of the initial draft plan with the steering committee. The committee will be engaged in activities to provide additional feedback and refinement.

Task 4.4 – Prepare Draft Plan

OHM will prepare the initial draft of the Comprehensive Plan. All previous work will be integrated into this draft. The plan will include a series of maps, plans, and illustrations that translate the goals, objectives, and development principles into an overall vision. The components will be conceptual, but highly graphic, to help communicate and envision the future of the city.

Task 4.5 – Steering Committee Meeting 5

Before this meeting, OHM will provide an updated draft comprehensive plan for the steering committee to review and provide comments. Those comments will be summarized and the plan accordingly updated. During the meeting, the team will engage the committee in a series of activities to go over the plan and ensure that all elements, goals, and objectives have been incorporated. The team will also discuss and lay out the last phase of the planning process, including the public open house and adoption process.

Meetings:
- Steering Committee Meeting 4
- Steering Committee Meeting 5

Time frame:
- Months 7-9

Deliverables:
- Focus area concept plan
- First draft comprehensive plan / project website materials
- Second draft comprehensive plan

Exhibit B

PHASE 5: FINALIZE, INSPIRE, & IMPLEMENT

Task 5.1 – Public Open House and Virtual Engagement

OHM will facilitate and host a public open house to unveil the draft Comprehensive Plan to the community-at-large. The session will begin with an overall presentation of the plan components and recommendations, followed by a session of smaller breakout rooms where community members and stakeholders can participate by providing their feedback and asking questions. If requested, portions of the presentation portion of the open house can be simulcast through social media outlets or be recorded and posted on the city website. This allows individuals who were unable to participate in person the ability to view the presentation, hear some of the feedback, and participate via a virtual public meeting. Those individuals will also be able to submit their comments and questions.

Task 5.2 – Steering Committee Meeting 6 & Plan for Implementation

During this meeting, OHM will present and review the updated draft Comprehensive Plan and begin to identify and outline action steps and implementation strategies for both short, medium, and long-term time frames. The implementation strategy will be part of the final plan, and include timeframe/ prioritization of the recommendations, and identify parties responsible for implementing specific elements of the plan. This part of the plan will become the blueprint for the city and help to aid future decision-making processes.

Task 5.3 – Final Plan Development

During this task, OHM will finalize the Comprehensive Plan. We anticipate the final plan to include the following:

- Executive Summary
- Community Vision (Statement of Purpose)
- Overview of the Planning Process
- Plan Framework
- Existing Conditions Analysis
- Public Engagement Summary
- Future Land Use Map
- Parks & Open Space
- Transportation/Mobility (motorized and non-motorized)
- Focus Area Plan/Priority Capital Projects
- Implementation Matrix and Funding Plan

Task 5.4 – Final Plan Review

The final Comprehensive Plan will be submitted to the steering committee for their final review and comments. OHM will make any final changes and updates, before finalizing the comprehensive plan for adoption.

Task 5.5 – City Meeting/Plan Adoption

OHM will submit and present the final Comprehensive Plan if requested at one final meeting. Alternatively, OHM can prepare the final presentation for staff to present to city leadership. OHM will provide a digital copy of the comprehensive plan and all physical and electronic materials prepared during the planning process, provided in the appropriate format.

Meetings:

- Public Open House
- Steering Committee Meeting 6
- Presentation to city leadership or final presentation

Time frame:

- Months 10-12

Deliverables:

- Materials for the virtual Public Open House
- Project website materials
- Final draft comprehensive plan
- Final comprehensive plan

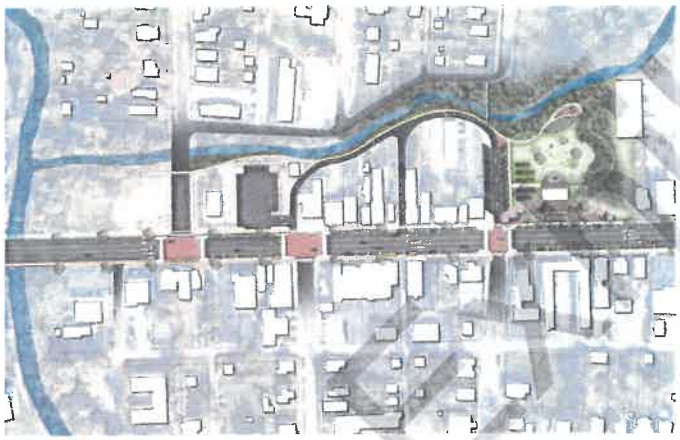
EXHIBIT A

Project Timeline

PROJECT PHASES	MONTH											
	1	2	3	4	5	6	7	8	9	10	11	12
PHASE 1: INVESTIGATE												
PHASE 2: INFORM												
PHASE 3: ENGAGE THE COMMUNITY												
PHASE 4: DEVELOP THE PLAN												
PHASE 5: FINALIZE, INSPIRE & IMPLEMENT												

Ask Our Clients

We encourage you to contact the references listed below who can speak to the quality of our work and the effectiveness of our collaborative approach.



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