

# Town of *Kiawah Island*®

**Mavor**

John. D. Labriola

**Council Members**

F. Daniel Prickett

Maryanne Connelly

John Moffitt

Scott M. Parker, MD

**Town Administrator**

Stephanie Monroe Tillerson

**SPECIAL CALL**  
**WAYS & MEANS COMMITTEE MEETING**  
Municipal Center Council Chambers  
August 2, 2022; 1:45 pm

**AGENDA**

- I. Call to Order:**
- II. Roll Call:**
- III. New Business:**
  - A.** Review and Recommendation to Town Council for Approval of the Proposal from Comprehensive Plan Update Planning Services [Tab 1]
  - B.** Review and Recommendation to Town Council for Approval of the One-Year Extension with Jan-Pro Cleaning Services. [Tab 2]
- IV. Adjournment:**



Tab | 1

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## **WAYS AND MEANS**

### **Agenda Item**



# Request for Ways and Means Committee Action

**TO:** Ways and Means Chairman and Committee Members

**FROM:** John Taylor, Jr., Planning Manager

**SUBJECT:** Comprehensive Plan Update

**DATE:** August 2, 2022

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## **BACKGROUND:**

The Town of Kiawah Island is looking to evaluate its long-term vision for the future of the Kiawah Island. The Comprehensive Plan plays a critical role establishing and implementing the vision for the future of Kiawah Island. The Town's current comprehensive plan was adopted in 2015 with recent updates in 2019. The plan's update will include, at a minimum, comprehensive land use planning, contextual neighborhood planning, and will guide future development of the Town for the next 10 years.

## **ANALYSIS:**

LS3P in collaboration with Kimley Horn are leading regional firms equipped with resources, expertise and experience. The collaboration assembles a project team that is primed to unlock Kiawah's full potential for the next 10 plus years with regards to our comprehensive plan update. The project team is accessible and also includes a current partner in Biohabitats who brings expertise in sustainable, resilient, coastal ecosystems. It is critical that visioning and branding experience propel the update to engage and educate residents and property owners beyond the plan. The Town has already committed to several environmental studies for the Island that would contribute to the effectiveness of this plan. The proposal is not to be static but be visionary and strategic land use assessments, defining clear goals for Kiawah with the guidance of community and stakeholder engagement. The digital footprint captured as part of this proposal sets the stage as the Town brands it interactive tools towards planning and development.

The plan update would begin in late August 2022 with the final plan to be delivered in April 2023.

## **ACTION REQUESTED:**

Town staff requests that the Ways and Means Committee recommend to Town Council enter into contract not to exceed \$142,000 with LS3P+Kimley Horn to prepare the Town's Comprehensive Plan Update based on the outlined proposal.

## **BUDGET & FINANCIAL DATA:**

The cost for this proposal is \$142,000 and will be secured from the General Fund. \$100,000 was budgeted as a placeholder for the Comprehensive Plan Update within the Planning Department's budget. The balance of the total project cost would come from contingency.



RESPONSE TO REQUEST FOR PROPOSALS | TOWN OF KIAWAH ISLAND

# Planning Services for Comprehensive Plan Update

07.15.2022

CONTACT

**Blake Reeves**  
Project Manager  
254.717.9377  
[blakereeves@ls3p.com](mailto:blakereeves@ls3p.com)

kiawahneet

July 15, 2022

**John Taylor, Jr.**

Planning Manager, Town of Kiawah Island  
4475 Betsy Kerrison Parkway Kiawah Island, SC 29455

RE: Planning Services for Comprehensive Plan Update

Deart Mr. Taylor and Selection Committee

On behalf of LS3P and Kimley-Horn, we are delighted to submit our team's exceptional qualifications in strategic urban planning in support of Kiawah Island's ambition to forge a long-term vision. We are inspired by the island's incredible story of change over the past half-century and point to your trajectory as a hallmark example of the transformative power of growth when guided by visionary plans. As you enter the next chapter in the island's legacy, we recognize that you are poised at a critical crossroads, and our team would be thrilled to help seize this moment and set the tone and direction for the next decade of decisions and commitments. LS3P, Kimley-Horn, and our partners are energized and ready to support you in this endeavor.

Our team appreciates a comprehensive plan is not just a reference document. It is the process of capturing the vision of a place and communicating it to the world. The plan can be a strong foundation on which you and Town departments can clearly articulate a shared vision, define clear goals, expand and update existing framework policies, and outline strategic initiatives. The output will not be static documents, but an inspiring picture of Kiawah's next chapter that can attract and

enable healthy development, guide decision-making, prioritize projects, and direct capital improvements.

Together, and under your directions, LS3P and Kimley-Horn will co-lead the preparation of the final comprehensive plan. With our team's experience leading the planning and design of numerous projects on the island many in partnership with you we have a unique boots-on-the-ground knowledge of Kiawah's existing site conditions, a robust understanding of the nuances of the place, and a firm grasp of the island's further potential. We have been intimately involved in shaping the community's identity and character, including some of your most prominent civic institutions, so we understand how to honor and build upon the island's legacy.

As leading regional firms for several decades, we possess the resources, expertise, and experience to create transformational and sustainable plans that unlock Kiawah's full potential. To capitalize upon that expertise, we have assembled a top-tier project team that brings together LS3P's deep bench of talent Kimley-Horn's national planning and ongoing know-how, and Biohabitats unrivaled knowledge in sustainable, resilient, coastal ecosystems.

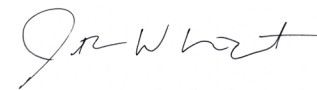
We are pleased to provide you with our proposal, and we look forward to answering any questions you may have about our services and the value that we are confident we can bring to the Town of Kiawah Island.



**Justin Kearnan, AIA. NCARB**  
LS3P Urban Environments Principal-in-Charge



**David C. Burt, AIA, CDT, LEED AP**  
LS3P Architecture Principal-in-Charge



**Johnathan Whitehurst AICP**  
Kimley-Horn Land Use Planning



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# 01 PROJECT APPROACH

## Section One



## We understand that a strategic comprehensive plan can define Kiawah's unique legacy as a timeless, resilient coastal village.

Kiawah is a roaring success. Your captivating story, decades in the making, expresses how this **pristine coastal island** has come into its own as a **world-class resort, beloved community, and welcoming destination**. The development's original master plans were vital in establishing the vision for the island and setting a trajectory for its growth, while subsequent planning efforts have thoughtfully captured the trends and issues of the day and capitalized upon their energy to further generate this one-of-a-kind place. We see firsthand that **Kiawah recognizes the power of long-term planning**.

While now secure in its identity and cherished by many who call it home, Kiawah's driving development agreements are expiring, which begs many questions: **What will the future of Kiawah look like?** How does it grow? What regulates its growth? With these questions unanswered, **the island is entering a new chapter** in which emerging forces have the potential to serve as both **powerful opportunities and/or alarming threats**. We understand that future planning should actively address these concerns.

Several of these external forces are stressing Kiawah's systems in a way that makes this barrier island particularly vulnerable. Growing development pressures, consistent resident occupation and use, changing demographics, shifting consumer preferences, ongoing

climate changes, aging properties, increasing traffic, and degradation of natural habitats are just some of the changing conditions. These forces make the island more susceptible to growing pressures and/or potential acute shocks. Numerous recent restoration projects have addressed some of these growing concerns with large-scale investments from the Town and key stakeholders. Unlike these responsive solutions, we understand that a comprehensive plan should dictate strategies that are **proactive in nature and focused on longevity**.

In recent years, planning efforts across the nation have **enthusiastically embraced the concept of resiliency** to ensure the long-term well-being of our cities and towns. While initially considered somewhat synonymous to sustainability, resiliency is now understood to be a much broader, well-rounded concept that touches many facets of community planning. Resiliency focuses on the capacity of communities, institutions, and systems to survive, adapt, and thrive in the face of changing conditions, new stresses, and acute events. Resiliency defines community well-being as the combined strength of countless interwoven topics such as housing, food, ecosystems, health, economy, culture, infrastructure, and leadership. We understand that **resiliency has the ability to help Kiawah mitigate risks, enhance its existing values, and define a secure path for the island's future**.

While resiliency contemplates future challenges, it certainly **adds value to the present**, often harkening back to the past. It considers tried and true best practices that have shaped thriving communities and beloved places that have stood the test of time. Kiawah has created something of a timeless character, which lends much to its charm. Planning for resiliency will not remove anything from the island's existing directives; it will **advance the case for furthering what is unique and cherished about this charming coastal village**. We recognize and understand the powerful opportunity to seize upon resiliency as a key driver in the comprehensive plan's development, **safeguarding and enhancing the spirit and well-being of the island**.

**We understand the unparalleled potential for Kiawah to forge a timeless, resilient coastal village.**

# timeless

[ tahym-lis ]

of a rich and pure quality that does not change over time and season. Beautiful and enduring ideas that transcend.

# resilient

[ ri-zil-yuhnt ]

of a strong, abundant, and irrepressible disposition that can withstand, grow, and thrive in the face of a multitude of conditions.

# coastal

[ kohs-tl ]

of, apart of, or relating to the land that adjoins and circumscribes an ocean. Reverence of its waters, systems, habitats, and communities.

# village

[ vil-ij ]

a self-sustaining community, including the landscapes, buildings, customs, and leadership that contribute to its livelihood and culture.

# A successful comprehensive plan will sharpen Kiawah's values so that they can realize more beneficial goals.

## OUR PROCESS

We understand that your mission is our challenge and that our role is to become your partners over the next six months, working with you to create and define the trajectory of Kiawah's comprehensive plan. Our team's approach to the comprehensive plan is concise and transparent and will play out in three distinct stages: **Assess, Empower, and Implement.**

**Stage 01: Assess.** Capture the values embedded in the legacy and successes of Kiawah that will drive future decision-making.

**Stage 02: Empower.** Work with stakeholders and gathered experts to sharpen those values into a newly refined vision, Kiawah Next.

**Stage 03: Implement.** Document the vision and crafting regulatory frameworks that unlock and enable progress towards its goals.

Amid this comprehensive planning process, we also want to work with you to **define 'Kiawah Next,'** a community engagement strategy that will help guide the vision of the next chapter in the island's story. We believe two invaluable sources inform that concept of input:

**Community Engagement.** The expertise of residents, guests, and employees to capture Kiawah's spirit and DNA.

**Best Practices.** Our team's multi-disciplinary expertise in planning and related fields in service of Kiawah's goals and objectives.

## HOLISTIC DESIGN APPROACH









Our design approach is based on our team's combined expertise and deep commitment to thoughtful planning and placemaking paired with knowledge of urban design and planning. **An expert from our team will lead each value: economy, architecture, public realm, mobility, environment, recreation, and culture.** Our respective experts within our team will help advance each value closely. This combination of depth with each specialty and a holistic perspective across all disciplines creates an ideal structure to create remarkable plans.

## WORKSHOP-STYLE METHODOLOGY

Our methodology includes "workshop-style" meetings with the project management team from the Town, project stakeholders, and the community. LS3P and Kimley-Horn have found that this process not only **creates better ideas and direction** for comprehensive planning, but also **creates more quality engagement** from stakeholders and the community, which produces a great consensus earlier in projects.

## PARTNERS FROM DAY 1

We believe **we are an extension of, and partner to, the Town of Kiawah.** We realize we bring a larger regional and national perspective on comprehensive plans and design opportunities – but we also acknowledge no one knows the Town of Kiawah like you do. Our approach is to become your trusted advisor – to supply you with information, scenarios, perspectives, and best practices to make **informed, confident decisions** at every step of this process.

Existing Values that have Contributed to Kiawah's Success	01 <b>Economy</b>  Strike a balance between a world-class resort that attracts tourism and adjacent lifestyle communities.	02 <b>Architecture</b>  Define the architectural standard for a luxurious Lowcountry retreat.	03 <b>Public Realm</b>  Provide a diversity of gathering places and attractive open space amenities.	04 <b>Mobility</b>  Create a connected path network.	05 <b>Environment</b>  Create a community that cherishes and protects nature.	06 <b>Recreation</b>  Establish nationally-acclaimed golf and recreation amenities.	07 <b>Culture</b>  Shape an exclusive retreat destination.	08 <b>Health</b>  Provide medical care options and amenities that support physical health and comfort.
REPOSITIONED THROUGH THE LENS OF RESILIENCY								
Potential Repositioned Values in Light of Resiliency Thinking	 Develop more robust commercial opportunities that build local business, better meet the needs of residents, and foster sense of place and charm.	 Devise and codify innovative architectural practices that marry cutting-edge resiliency with beautiful Lowcountry motifs.	 Shape a local open space network defined by distinctly civic settings that foster community for residents, guests, and employees alike.	 Prioritize a multimodal network that relieves car-reliance and promote a variety of charming and safe alternative modes.	 Create a community whose practices are fully integrated with natural systems to sustain and advance ecosystems.	 Shape a walkable and accessible setting that encourages active recreation as part of daily life.	 Define a community identity that is rooted in the island's layered history and distinct cultural legacies.	 Build a community with inspiring facilities, programs, and culture that foster wellbeing in all of its forms.
Expertise within our Team	Kimley-Horn	LS3P	LS3P	Kimley-Horn	Biohabitats	LS3P	LS3P	LS3P

## Places with unmatched character require unmatched engagement tactics that **invite everyone into the conversation.**

### ENVISIONING KIAWAH NEXT:

One of the core tasks of the comprehensive plan is defining Kiawah Next. This one-of-kind engagement strategy will **enlist the community at large as the most important voice in shaping the island's next chapter.** Our creative outreach will help **create meaningful and relevant dialogue** that allows us to thoughtfully consider and incorporate the community's input in the comprehensive plan. We want to work with you to shape an engagement strategy that speaks to the Town's local presence, and attracts large-scale community involvement that **fosters a greater sense of ownership, community, and pride.**

### COMMUNITY ENGAGEMENT EXPERIENCE

Kiawah's Comprehensive Plan will be the culmination of years of efforts by city leaders, charting an expansive **vision for the future** and **maintaining Kiawah's steadfast legacy and culture.** As such, the effort must enlist the community at large as the most important voice in shaping the island's next chapter.

We are experts in crafting unique community engagement strategies that **feel less like formal, stuffy planning processes** and more like **lively and enjoyable conversations to which everyone is invited.** The creation

of the title "Kiawah Next" is not simply an exercise in document branding; it is a conscientious choice to avoid planning jargon such as "community engagement" and "comprehensive planning" when reaching out to the public. We have found great success in creating **warm, approachable, interactive campaigns** through aspirational language, giving **residents the freedom to daydream** about the success of their community together in unstructured ways. We have honed a **diverse tool kit of strategies** to bring together diverse opinions and balance aspirational and attainable goals.

Kiawah Next would take advantage of traditional, in-person engagement workshops, but we recognize that time and location are the greatest hurdles to involvement. We will utilize a **wide variety of media and channels** to make engagement opportunities accessible to all, regardless of time of day or physical place: digital workshops, online surveys, social media, and mail-in options, just to name a few. Community engagement is most successful when it **reaches community members where they are**, so we will also work with you to define festivals, events, and programs where our outreach feels like a natural presence. These tools are highly successful in fostering **two-way dialogue amid the community engagement process**, offering transparency and allowing community members to follow along with the feedback

of others. This proves to be particularly useful in echoing back the feedback we have heard, as we have discovered that community members are most drawn to what others are saying. We have run successful campaigns at the regional and national level in this manner that have gone viral and generated hundreds of thousands of digital impressions in a few months' time.

**Through all of our efforts, we will rely on four principles that represent our approach to community engagement: make it fun, make it personal, make it digital, and make it active.**



Please scan the QR code and enter the password **"kiawahnext"** to view this one-of-kind engagement strategy.



## Make it Fun

All-ages events out on beloved West Beach or a Golf Tournament at the premiere Ocean Course would bring the masses out to embrace just the surface of the amenities Kiawah Island has to offer while optimizing moments for community-building conversations and consensus.



## I wish for...

## Make it Personal

Sponsoring community events at the Town Center Market or joining residents at the weekly Freshfields Village Farmers Market while they peruse the produce opens up dialogue at an informal level. People love captive audiences to whom they can tell their stories – especially about their dreams and values.



oneparkjax  
Jacksonville, Florida



## Make it Digital

Utilizing existing Town of Kiawah Island social media platforms allows us to direct content to community residents who have their finger on the pulse of activity, while also being visible to folks planning their next beach getaway or golf trip across these platforms. We can engage viewers with surveys, findings, polls, and other content that invites their insights in real time.

## Make it Active

Afternoon bike rides to Rhett's Bluff or leisure walks through Beachwalker Park allow us to get to know your community, to step into another person's shoes and see the Kiawah Island they've come to love. Physical tours with community members facilitates discussions of key areas on the island and possible future locations to consider when planning for the future.

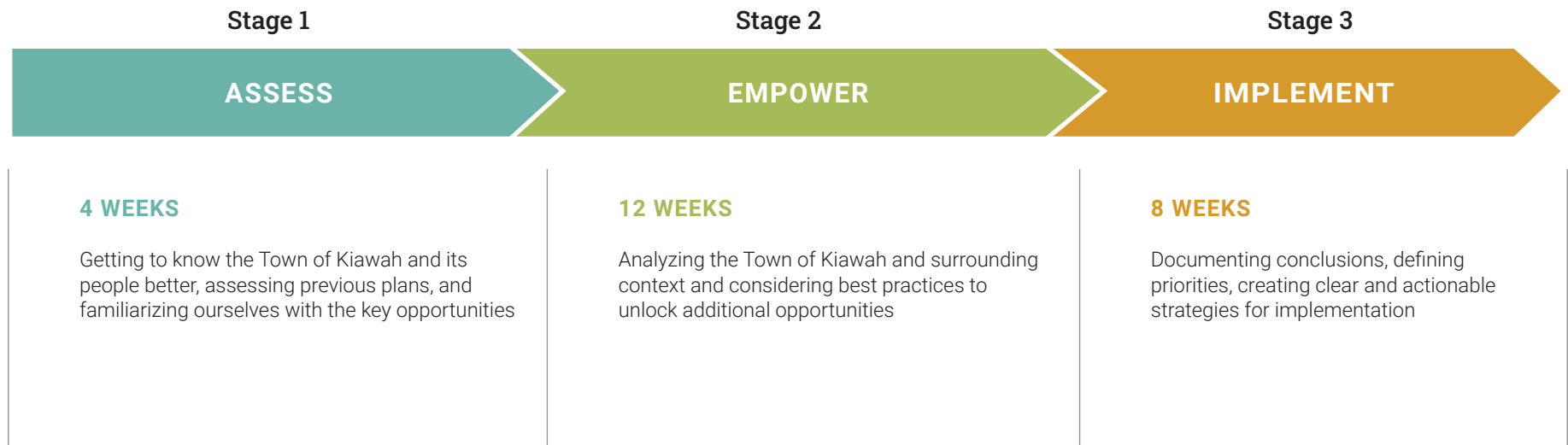
# 02 PROJECT TIMELINE

## Section Two



## Our approach is inclusive and transparent and will play out in three distinct stages: **Assess**, **Empower**, and **Implement**.

Our inclusive and transparent approach will play out in three distinct stages: Assess, Empower, and Implement. The proposed schedule is flexible and can expand or adjust, prioritizing the Town and community's overall vision during this process.



*\*The proposed schedule is a high representation of the proposed approach based on the scope of work. The design team looks forward to working alongside the Town of Kiawah Island to refine the schedule that best suits your organizational needs.*

## ASSESS

## EMPOWER

## IMPLEMENT

8 WEEKS

### Stage 1: Assess

In Stage 1, we see an inherent advantage in getting to know the Town of Kiawah and its people right from the start and reviewing and assessing previous project documents and plans to establish key opportunities for the comprehensive plan. The vision, goals, and values established will be carried throughout the plan to serve Kiawah and the community at large best.

#### Key Tasks

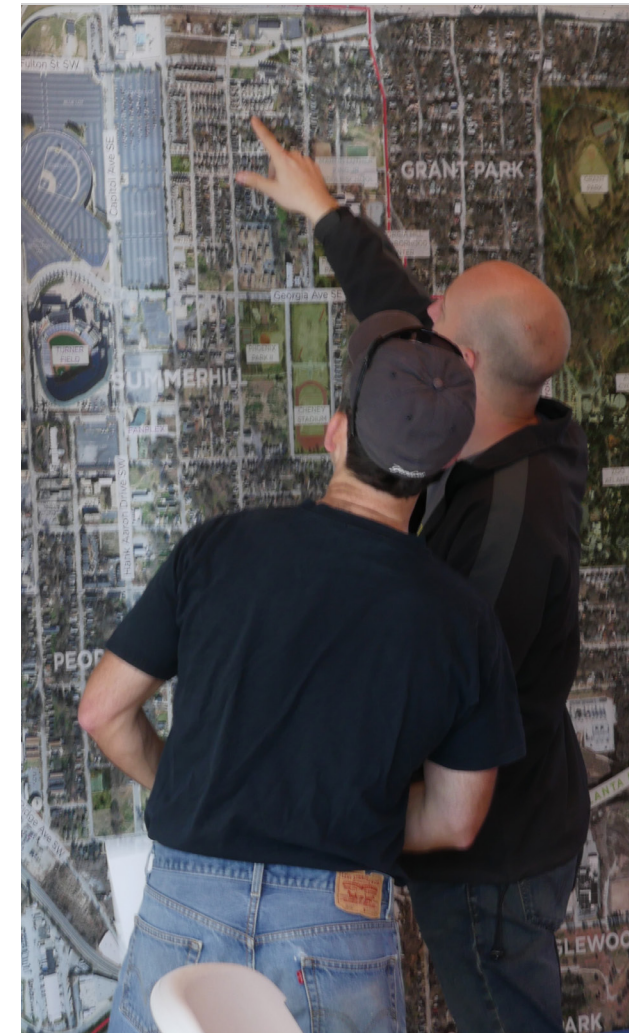
- Facilitate Relationships Between the Town of Kiawah and the Project Team
- Initiate Engagement with Key Community Representatives
- Prepare Project Management Framework
- Prepare Schedule and Detailed Timeline for Project Implementation
- Develop Community Engagement Plan and Timeline
- Publicize Opportunities for Involvement to Key Stakeholders and Kiawah at large
- Outline Communications and invoicing Structure for Project Duration
- Review Previous Town of Kiawah Documents and Plans
- Prepare Site Assessment and Area Analysis

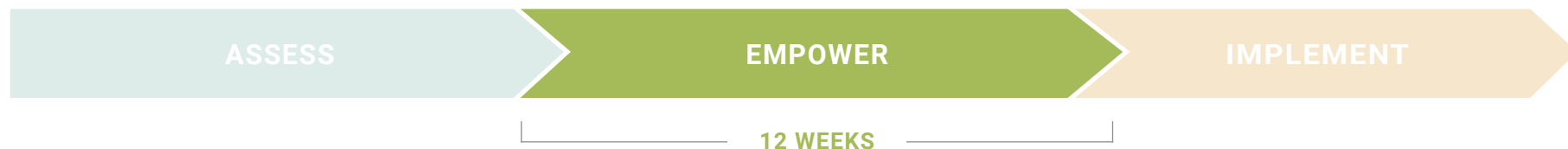
#### Key Deliverables

- Project Management Plan for the Town of Kiawah
- Community Engagement Plan
- Project Governance Framework
- Assessment Report of Previous Documents and Plans
- Presentation of Key Project Opportunities

#### Key Meetings & Workshops

- Project Kick-off Meeting
- Island Tour with Town Officials and Key Community Representatives
- Vision Workshop with Town staff
- Community Workshop: Town Visioning





## Stage 2: Empower

In Stage 2 we mobilize the community and those wholeheartedly invested in the Town of Kiawah. We see this as a moment to encourage the public with “what is possible” and to support stakeholders and community members to find consensus around critical decisions and potential paths forward.

### Key Tasks

- Develop Engagement Strategies and Activities
- Organize Stakeholder Workshops following Assessment Report & Comprehensive Plan Outline
- Create content specific and information specific to generating public input
- Analyze Land Use
- Assess Existing Conditions with Regards To:
  1. Economy: Market Understanding and Economics
  2. Architecture: Character, Housing, and Uses
  3. Public Realm: Parks, Open Spaces, and Infrastructure
  4. Mobility: Transportation, Multi-Modal Circulation, and Parking
  5. Environment: Ecology, Habitats, Stormwater, and Systems
  6. Recreation: Open Spaces, Greenspace Connectivity, and Programming
  7. Culture: Town Identity, Experiences, and Public Art
- Facilitate Regulatory Review
- Review Case Studies
- Identify Smart and Sustainable Growth Strategies
- Review Best Practices
- Interview Stakeholders
- Identify Opportunities
- Conduct Feasibility Review

### Key Deliverables

- KiawahNext - Launch the Town of Kiawah Social Media Campaign
- Statement of Project Critical Decisions
- Summary of Community Engagement - Town Visioning

### Key Meetings & Workshops

- Opening Online Engagement Forums
- Community Workshop: Spectrum of Options

ASSESS

EMPOWER

IMPLEMENT

8 WEEKS

## Stage 3: Implement

Lastly, Stage 3 sets forth a road map for implementation to bring the Comprehensive Plan to fruition. We will document key plan conclusions, define goals and priorities, create clear and actionable strategies to achieve them, and align actions with a timeline to be accomplished.

### Key Tasks

- Document Plan Goals, Objectives and Implementation Strategies
- Provide Recommendations on aligning Comprehensive Plan with Land Use
- Develop future land use scenarios
- Identify vacant areas or underutilized sites for consideration
- Draft Comprehensive Plan Materials

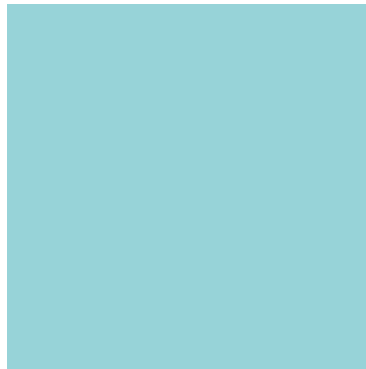
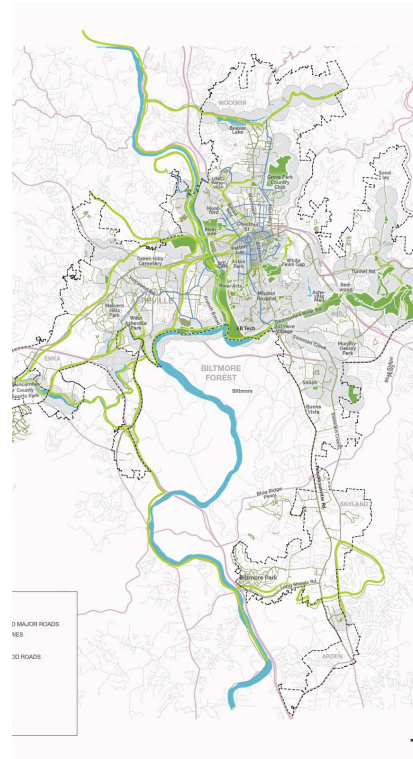
### Key Deliverables

- Final Comprehensive Plan Document
- Action Playbook including Priorities, Strategies, and Timelines
- Summary of Community Engagement captures in Comprehensive Plan Document.

### Key Meetings & Workshops

- Comprehensive Plan Workshop
- Community Workshop: Plan Review





# 03 BUDGET

Section Three



City of Myrtle Beach Arts & Innovation District

**Based on our team’s understanding of the Town of Kiawah’s RFQ, scope, and best practices in Comprehensive Planning, we propose the following fee range outlined below that aligns with the Scope of Services outlined in Section 2.**

Aligning with the lean and focused scope outlined by the Town of Kiawah in the RFQ, our team’s proposal does not include scope/ fee for Biohabitats in our Basic Scope of Services. We do, however, greatly see rewarding impact of their participation in Kiawah’s Comprehensive Plan and would look forward to discussing where their involvement may make sense from Kiawah’s perspective.

Please note that the below is a fee range - the final fee will be negotiated upon contract award.

Phase	Fee Range
Phase 1: Assess (4 Weeks)	\$22,080 - 22,720
Phase 2: Empower (12 Weeks)	\$69,000 - 71,000
Phase 3: Implement (8 Weeks)	\$46,920 - 48,280
<b>Total: \$138,000 - 142,000</b>	

# 04 OUR REFERENCES

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## Section Four



## OUR REFERENCES

**We are honored by the fact that the majority of our work comes from repeat clients.**

Our legacy clients span decades; over generations of practice, we have earned a reputation as trusted advisers with the expertise and commitment to client success to help our clients build for the future. But don't just take our word for it - ask the references listed below.

### Town of Cary

Allen Davis  
Principal Urban Designer  
919.469.4029  
Allen.Davis@townofcary.org

316 North Academy Street  
Cary, NC 27513

### Town of Morehead City

Sandi Watkins, CZO, CFM,  
Planning and Inspections Director  
252.726.6848 x140  
Sandi.Watkins@moreheadcitync.org

1100 Bridges Street  
Morehead City, NC 28557

### Town of Kiawah Island

John D. Labriola  
Mayor  
843.768.9166  
jlabriola@kiawahisland.org

4475 Betsy Kerrison Pkwy  
Johns Island, SC 29455

### City of Raleigh

Ken A. Bowers, AICP  
Deputy Director of Planning  
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One Exchange Plaza, Suite 304  
Raleigh, NC 27602-0590

# 05 SIMILAR EXPERIENCE

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Section Five



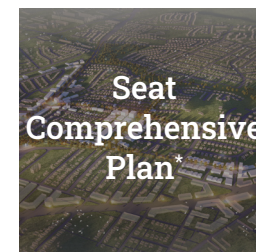
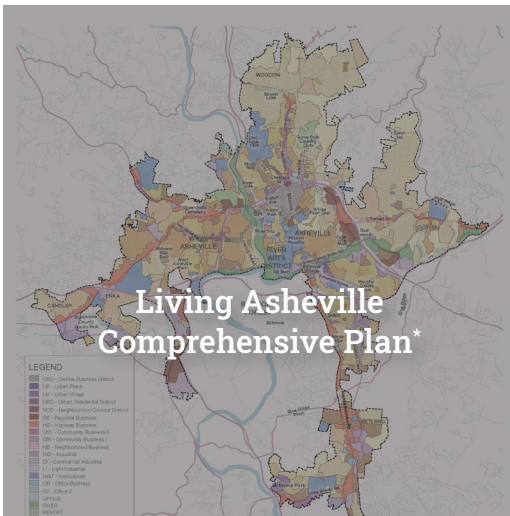
## SIMILAR EXPERIENCE

**Our team has a legacy of helping towns plan & design vibrant urban escapes that embody their unique sense of place.**

Our team was built on the ethos of realizing remarkable places. There is no problem too complex to unravel, no issue too small to consider, no Kiawah Island too aspirational to imagine – and we have the unique skills, knowledge, experience, local insight, and passion to take you on a journey to find the bespoke solutions that are unique to Kiawah, it's environment, and it's people. The images below shows a selection of relevant projects, while the following pages present a sampling of projects that have similar opportunities and challenges Kiawah may face based on our initial understanding.



Please scan the QR code and enter the password **"kiawahnext"** to view additional project details.



## Pivotal Comprehensive Plans that Harness and Shape Development Growth to Bolster the Town's Identity Character and Charm



### CITY OF GREER COMMUNITY MASTER PLAN

#### Greer, SC

Kimley-Horn developed a community master plan to help the community achieve success against a set of goals and metrics that were clear, relatable, and important to City leaders and residents. The planning process was developed on the premise of performance planning, which is precise and empirically driven, but balanced with vision and creativity. Kimley-Horn led a multilevel visioning phase that yielded performance measures and guidance in the development and evaluation of alternative growth scenarios.

The preferred growth strategy was supported by framework plans for transportation, utilities, and parks and open space. The plan also included a character map with detailed concept plans for areas highly susceptible to change. The process culminated with a diagnostic inventory and action plan that places initiatives, policies, programs, and capital projects into a tiered implementation strategy to balance short-term opportunities and longer-term strategic investments. The City then retained Kimley-Horn to develop a Downtown Streetscape Master Plan. The project included wayfinding, streetscape design, landscape

design, and community engagement. Nine streets within the downtown core were analyzed for streetscape enhancements not only to improve the downtown core visibly, but also to enhance the core functionally by way of better connectivity for all transportation modes, including pedestrian, bicycle, and vehicular.

The Greer Community Master Plan was a recipient of South Carolina APA's Outstanding Planning Project—Small Urban award in 2016

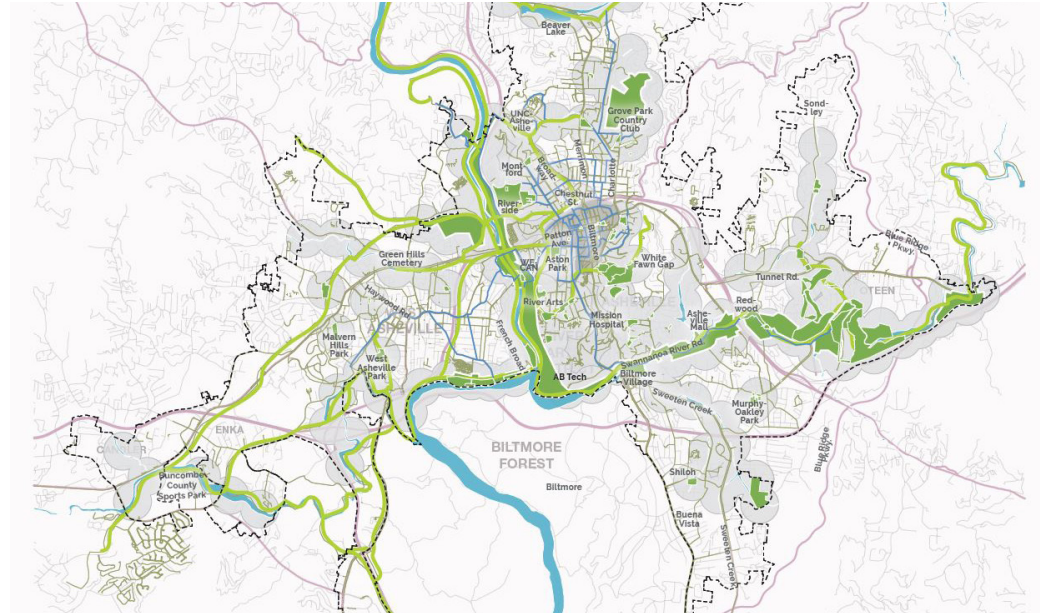
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## CITY OF ASHEVILLE LIVING ASHEVILLE COMPREHENSIVE PLAN\*

Asheville, NC

In collaboration with City officials, key stakeholders, and the public, Justin and his team developed a Comprehensive Plan for Living Asheville - the City's endeavor to create a more sustainable, resilient, and equitable cityscape. This plan defines opportunities to implement urban design, public works, economic development, and housing initiatives tailored to the City's goals over time, with resiliency at the forefront of this process.

\* Justin Kearnan (Previous Work Experience from SOM)



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## CITY OF COLUMBIA COMPASS COMPREHENSIVE PLAN UPDATE

Columbia, SC

Kimley-Horn worked with the City to develop the transportation component of the Comprehensive Plan Update. This public planning process developed a vision, guiding principles, and action plan that align with the plan's other major elements, including housing, land use, natural resources, and community facilities. The transportation plan considered all modes of transportation—including personal vehicles, bicycles, pedestrians, transit, freight, and rail—and will guide the City's policies and infrastructure investments for the next several decades. Completing this plan involved extensive public involvement, analysis of major transportation trends as well as issues and concerns, and the identification of implementation strategies and priority projects.



## Resiliency-Focused Master Plans that Leverage Ecology as a Driver of Place



### TOWN OF KIAWAH ISLAND COMPREHENSIVE MARSH MANAGEMENT PLAN

Kiawah Island, SC

Kiawah Island is a barrier island located just south of Charleston, South Carolina. One of Kiawah Island's largest natural resources is its salt marsh, approximately 34 percent of island consists of marshland. Just like the beach, the salt marsh serves several important functions. Not only does the salt marsh provide wildlife habitat, natural beauty, and recreation opportunities, it also provides critical protection from erosion by reducing wave action and storm surges. Negative impacts on the salt marsh from rising sea levels, erosion, or irresponsible development may reduce its effectiveness

at protecting higher lands. The loss of critical salt marsh would have significant impacts on undeveloped portions of the island including maritime forest habitat.

Recognizing the important role that these back-of-the-island marshes play in coastal resiliency, the Town of Kiawah Island selected the Biohabitats team, including Elko Coastal Consulting, to prepare a Comprehensive Marsh Management Plan (MMP). The MMP will serve as a guide to encourage and establish local development practices, Town ordinances, policies, and capital

improvement projects that enhance the quality of life on Kiawah Island and sustain its critical resources for generations.

## CITY OF LOUISVILLE RESILIENT LOUISVILLE COMPREHENSIVE PLAN\*

Louisville, KY

Blake Reeves worked on the team that developed The Louisville Resilience Process to support Louisville's commitment to becoming a resilient city. It involved two years of community engagement with stakeholders through interviews, workshops, surveys, focus groups, meetings, and social media communication. They intentionally sought to connect with the diverse voices, skills, and expertise of the city's residents, leaders, advocates, students, neighborhoods, businesses, non-profits, and faith-based organizations with the understanding that the pursuit of resilience requires a community effort. The result was a roadmap for the city with actionable steps to use to advance its pursuit of resiliency.

\* Blake Reeves (Previous Work Experience from Perkins & Will)



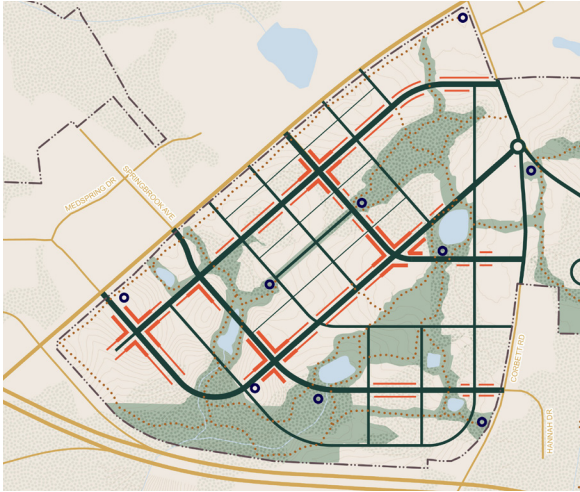
## TOWN OF NAGS HEAD ESTUARINE SHORELINE PLAN

Nags Head, NC

Biohabitats, with planning and engineering support from Moffatt & Nichol, is developing shoreline management typologies that can be applied along the entire length of the Town of Nags Head shoreline. The current shoreline conditions range from natural marsh to bulkheads, and the planning team is developing options to attenuate wave energy and improve habitat all along the estuary. This process starts by considering historic and current erosion rates, wave energy modeling, and other shoreline design factors. The team is collaborating with the Town to prioritize the assets and amenities to identify sites that offer multiple benefits and a clear pathway toward implementation. The final plan will include concept-level site planning and cost estimates for three selected locations.



## Thoughtful Master Plans that Align Increased Market Demand and Creative Urban Design



### TOWN OF CLAYTON + CDP SMALL AREA PLAN + COPPER DISTRICT MASTER PLAN

Clayton, NC

LS3P and Kimley-Horn are collaborating with the Town of Clayton and Craig Davis Properties to develop a small area plan and master plan for the Copper District.

In support of the Town's 2045 Comprehensive Growth Plan, our team is developing visionary ideas to establish the Copper District – a 360-acre mixed-use district that will establish a new commercial village for Clayton while bringing new commercial, residential, recreational, and civic opportunities. The district takes into consideration commercial development trends and the market realities of today while shaping a one-of-a-kind character for

architectural and public realm elements that connects these contemporary programs with the small town charm of the town and the agrarian roots of the rolling landscape.

Within this work, our team is playing a critical role connecting the goals of both the municipality and the developer. In support of the municipality, we are putting clear guidelines around the development to ensure that the types of development and the look and feel of the development protect and preserve the spirit of the town. We are creating strategies and regulatory frameworks

that both enable development while also putting in place clear parameters around it. In support of the developer, we are shaping a detailed master plan that guides the full buildout of real estate opportunities and the design of projects so that individual investments adds up to a cohesive destination district.

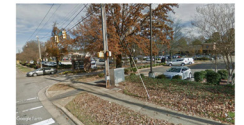
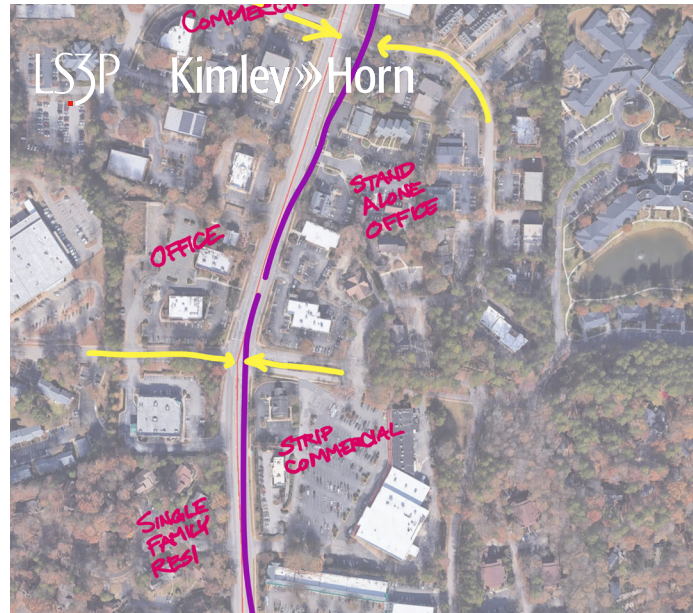
The LS3P and Kimley-Horn team also contemplates long-term growth for the area, defining land use classifications, densities, and intensities and the many ways that this area of the municipality supports to and connects with the rest of the town.

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## TOWN OF CARY KILDAIRE FARM ROAD CORRIDOR PLAN

Cary, NC

Our team is working with the Town of Cary to create a framework that presents four key corridor utility improvements along a key stretch of the Kildaire Farm Road Corridor. By creating street sections, we are using these typologies to capture the various uses adjacent to the road and physical context. The recommendations will also line with the Town's long-term goals for essential improvements.



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## CITY OF MYRTLE BEACH ARTS & INNOVATION SMALL AREA PLAN

Myrtle Beach, SC

Collaborating with City officials, key downtown stakeholders and the engaged public, this exemplary neighborhood, known for its rich mid-century modern design and abundance of activity lost through time is envisioned as a 21st century district that amplifies art, culture, and innovative business ventures through new housing infill, preservation mid-century storefronts for new businesses to thrive, and an abundance of public open space at the heart of the district.



## Creative and Respectful Designs that Capture the Spirit and Culture of the



### WILD DUNES RESORT MASTER PLAN, GRAND PAVILION, & VILLAGE RESORT

Isle of Palms, SC

As a result of the 2002 resort revisions and expansions, Wild Dunes realized a need for a village core - a convenience & retail support center with welcoming gathering places for the entire resort community. LS3P succeeded to provide concept, design, and execution.

Included in the Wild Dunes Resort Village, just across the street from the Boardwalk Inn, is the Wild Dunes Conference Center, community pool, activities center, golf clubhouse and deli, and tennis center. Several courtyards and plazas are located throughout the village, as well as an outdoor amphitheater. Village shops

and restaurants occupy the ground level of the resort condominium buildings, and are designed to attract activity during both the daytime and evening hours.

The resort and community experience of Wild Dunes is greatly enhanced by the Resort Village. Guests benefit from a central location within easy walking distance of the resort's expansive amenities and recreational assets, while also able to enjoy expanded retail, food and beverage services, entertainment, cultural and social interactive opportunities.

The Grand Pavillion project was included as part of the 2011 master planning of a small beach community patterned after turn-of-the-century ocean-front towns. The tightly knit site plan includes various cottage designs which front on either the ocean, community decks, pools, a boardwalk, or the croquet lawns. An ocean-front beach deck with two pools flanking an open air pavilion provides a community gathering space with spectacular views.

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## BIG ROCK PARTNERS SEAFIELDS AT KIAWAH ISLAND

Kiawah Island, SC

The design of this senior living development is rooted in its coastal environment while encouraging active connections within the community and beyond. Located on Kiawah Island, the complex offers independent living options as well as assisted living and memory care units with easy access to shopping, dining, entertainment, and the cultural amenities of nearby Charleston. The architecture reflects coastal traditions with broad porches, low-slope roofs, and brick accents with contemporary yet timeless detailing.



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## TOWN OF KIAWAH ISLAND MUNICIPAL CENTER

Kiawah, SC

The Municipal Center includes approximately 18,600 SF of conditioned space housing around 30 employees plus a 6-bay garage for the Town's wildlife and utility vehicles. To avoid flood plain concerns the building pad and grade around the building was filled into a level of 1-foot above the design flood elevation. The building design is inspired by the arts and crafts style of architecture using vernacular materials and site elements of a plantation style with colonnades of trees lining vistas.



## Small-Town, Big-Aspiration Comprehensive Plans that are Laser-Focused on



### CITY OF VENICE COMPREHENSIVE PLAN

Venice, FL

Kimley-Horn was hired by the City of Venice to update the City's Comprehensive Plan with an emphasis on coordinated land use, multimodal transportation, and economic development.

As part of the update, Kimley-Horn prepared an economic and market assessment focused on not only socio-economic and demographics, but also on targeted industries (retail, office and industry needs). The City's grassroots public outreach and involvement was recognized by the Florida Planning and Zoning Association based on the number and type of community workshops in seven sectors/neighborhoods, online

surveys, and one-on-one meetings with civic and social organizations. Our public outreach also involved early coordination with the state planning agency. The Plan completely revised the City's approach to land use and development by creating targeted "mixed use" areas that focused on transportation choices, service delivery of infrastructure, and required a mix of land uses (residential, office, retail and in some, industrial) based on the potential carrying capacity and character of the district tied together by a multimodal transportation system including Complete Streets.

As representative for the City, Kimley-Horn led the efforts in the update, as well as communication and coordination with the various local, regional, and state agencies.

This Plan was also recognized by APA Florida for Outstanding Comprehensive Plan Small City in 2018.

## CITY OF SEAT PLEASANT SEAT PLEASANT COMPREHENSIVE PLAN\*

Seat Pleasant, MD

Justin Kearnan worked with a diverse team to advance the City of Seat Pleasant's vision of becoming the first small municipality to embrace Smart City concepts to benefit the City's residents and surrounding communities. Through market and economic analysis, and the engagement of the community and key stakeholders, the team gained key insights into the City's current conditions and conceptualized future potential. Justin was integral in creating a roadmap to improving the city's livability, safety, and governance while communicating opportunities for future developments and investments.

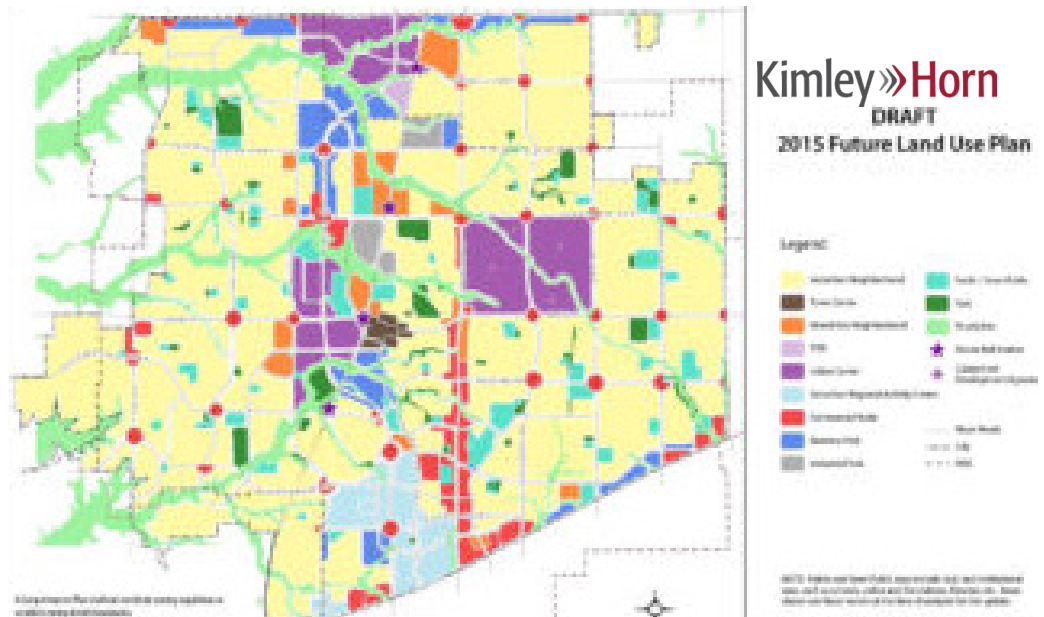
\* Justin Kearnan (Previous Work Experience from SOM)



## CITY OF FRISCO COMPREHENSIVE PLAN

Frisco, TX

To establish the vision, Kimley-Horn led multiple community open houses in April and September 2014 and a community charrette in May 2014 to solicit ideas for a future vision. The team also used MindMixer—a web based application for community engagement—to test ideas and solicit feedback related to a preferred future for Frisco. In all, Kimley-Horn received over 13,000 ideas from Frisco stakeholders through the various engagement venues. We also facilitated meetings with a Steering Committee to review and gain input throughout the entire plan process. Based upon ideas expressed by the community during the community charrette and additional online input, Kimley-Horn established alternative future scenarios based upon market analysis.



kiawahneer

# 06 STAFFING PLAN

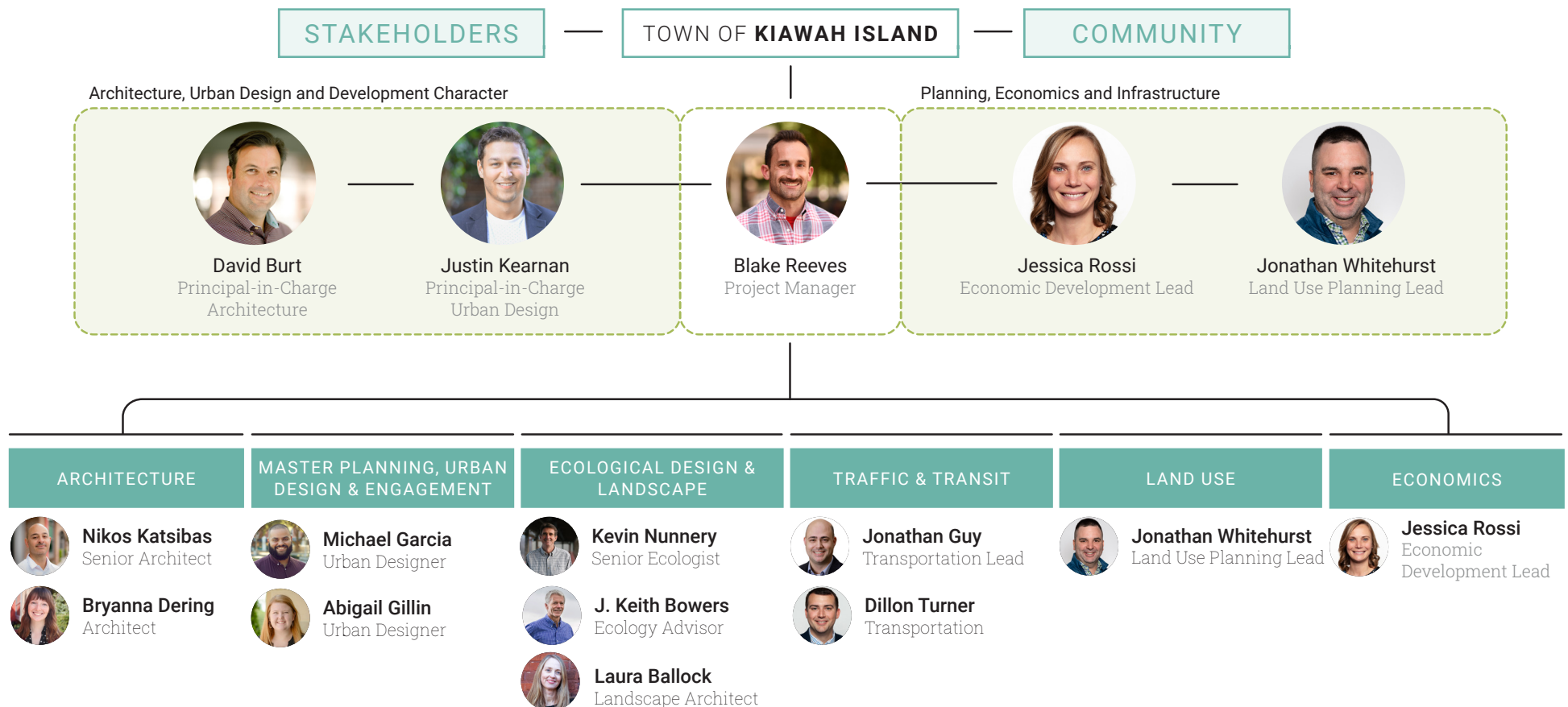
Section Six



## STAFFING PLAN

Our design team is **purpose-built to visualize and realize the future of Kiawah Island.**

Based on our understanding of the ambitions of the Town of Kiawah Island, our team has been carefully formed to provided nationally-renowned expertise and locally-grounded Kiawah knowledge.



## Point-of-Contact

Blake Reeves will be the Town's direct point of contact. With a track record of driving projects similar to the Kiawah Comprehensive Plan, you can be confident that his meticulous oversight and coordination keep the work in check.

## Open Communication

Communication will be integral to project success. Strategies to keep the flow of information moving smoothly must include the client, the design and planning team, and project stakeholders. Our project process facilitates real-time, open information exchange to allow all entities to understand where we are in our schedule and participate fully in the process.

## Accessible Project Team

We are committed to being as accessible as possible for the duration of the project to keep all team members up to date on the most current information and publicizing announcements, agendas, meetings, newsletters, and collateral to keep the community in the know. In recent projects, we have capitalized upon digital platforms that have allowed constant and up-to-date two-way communication that provides insight and accountability to stakeholders and community members, ensuring project processes stay on track for the duration of the work.

## Reliable Resources

Our extensive technology resources include state-of-the-art planning and project management technologies that enhance communication and collaboration. The team has made considerable investments in its telecommunications infrastructure to facilitate internal and external information exchange. Central to the team development is the capacity to serve large multi-disciplinary teams that may be geographically separated. The same tools we use to connect each other are those with which we welcome stakeholders and community members into the process.

kiawahneet

# 07 STATEMENT OF QUALIFICATIONS

Section Seven



## WHO WE ARE

**At LS3P, our mission is simple: to engage clients and communities to design meaningful places with proven results that transform.**

LS3P is a multidisciplinary firm offering planning, urban design, architecture, and interior design services to a wide variety of clients nationwide. Central to all regions of the Southeast with 11 locations across three states, LS3P is committed to bringing state-of-the-art design, planning, and expertise of a strong regional firm closer to our clients on a local level. With a staff of 400+ employees, we have the resources to offer total design and planning capabilities from pie-in-the-sky planning through to

occupancy, yet we are small enough to give personal attention to each client.

**For nearly 60 years, LS3P has contributed to the region's rich culture and thriving business community – both through the built environment and through active service, engagement, and participation in our community. Our team knows Kiawah Island and we are committed to enhancing this community for years to come.**

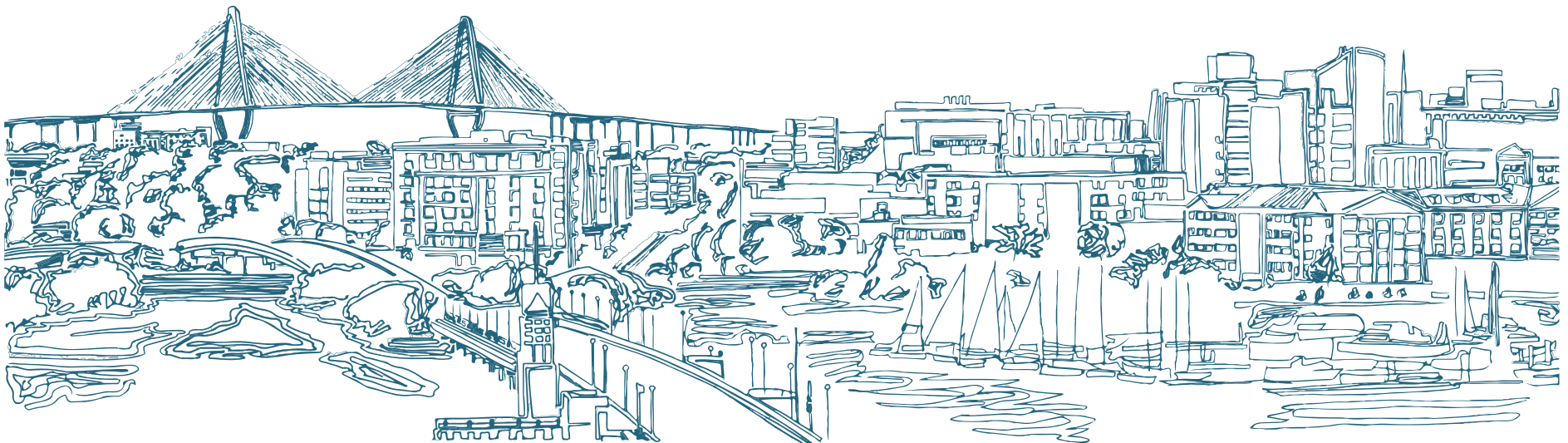
**650+**  
**DESIGN AWARDS**

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**440+**  
**TEAM MEMBERS**

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**11**  
**OFFICE LOCATIONS**



## We're Planners

Our planners get out of bed for projects like the Kiawah Island Comprehensive Plan. One part dreamers, one visualizers, and two-part planners – our team loves to help Towns dare to dream with what's possible and carefully calibrate all the pieces around how to get there. Internally LS3P has a winning combination of born-and-raised master planners from metro Charleston with 30 years of institutional knowledge, and world-traveling master planners who bring national and international perspectives.

## We're Urban Designers

Our ability to deliver remarkable places is a function of our deep knowledge and extensive experience in a broad cross section of product types – from boutique hotels, to multifamily residential wraps, to ground-floor main street retail, to commercial office – we've done it all and we know what makes it work. We leverage all this know-how into a design alchemy for master plans that not only creates vibrant, memorable, and highly desirable places to be, but heighten development feasibility from site to site.

## We're Architects

Our ability to deliver remarkable places is a function of our deep knowledge and extensive experience in a broad cross section of product types – from boutique hotels, to multifamily residential wraps, to ground-floor main street retail, to commercial office – we've done it all and we know what makes it work. We leverage all this know-how into a design alchemy for master plans that not only creates vibrant, memorable, and highly desirable places to be, but heighten development feasibility from site to site.

## We're Implementors

LS3P is a team of implementers. We're here to create great places – not just great plans – and we know a big idea is only as good as a developer's ability to finance and implement it. With this in mind, our team constantly challenges ourselves to change gears and iterate – dreaming big, followed by outlining what steps are needed to implement, and repeat. Our team prides ourselves on carrying projects from inception through construction – we're here with you for the long haul.

Of all the things Kimley-Horn is passionate about, **client service** is at the top of the list.

Kimley-Horn is a national planning and design consulting firm that specializes in transportation and urban design. Founded 54 years ago in 1967, Kimley-Horn has a staff of more than 5,400 that serves a wide range of clients across many disciplines from more than 100 offices nationwide. Our multidisciplinary experience covers a wide range of services within transportation planning and engineering, landscape architecture and urban design, environmental planning and design, and public policy.

Kimley-Horn’s planners, urban designers, and engineers have a history of partnering with communities to develop progressive and context-sensitive plans. In each community we serve, we strive to understand the values of that community and transform them into a vision that guides the planning process. Understanding the importance of diverse experiences, we intentionally

partner with professionals of various backgrounds to create the opportunity for visionary thinking with a focus on implementation.

We continually look for ways to integrate transportation recommendations with other community initiatives and mandates. Our skill for understanding context enables us to craft specific solutions based on local character. Understanding how transportation infrastructure interfaces with the built environment and community character is a cornerstone of our planning approach. Our holistic approach to the process and preparation of these plans emphasizes:

5,400+  
TEAM MEMBERS

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100+  
OFFICE LOCATIONS

True Public & Stakeholder Engagement	Integration of Land Use & Transportation	Collaboration Amongst Diverse Perspectives	Multi-Modal Approach To Transportation
Analytic Foundation for Decision-Making	Identification of Realistic & Implementable Solutions	Equity & Fairness	Sustainability & Environmental Stewardship

## At Biohabitats, we apply the science of ecology to **restoring ecosystems, conserving habitat, and regenerating the natural systems that sustain all life on Earth.**

Biohabitats is an ecological planning, design and consulting firm providing climate resiliency, landscape ecology and nature-based approaches to towns, cities, and regional government agencies throughout North America. From developing an urban ecology framework for the City of Atlanta as they plan for the next 30 years, to working with the Lowcountry Regional Council of Governments on climate resiliency planning for the military bases in Beaufort, Biohabitats work spans both spatial and programmatic silos.

Because Biohabitats recognizes the inter-relationship between built form, community, and ecology, we have purposely built an interdisciplinary team of restoration ecologists, forest ecologists, water resource engineers, geologists, biologists, scientists, landscape ecologists, planners, engineers, and GIS analysts. By combining

ecology and environmental justice in planning projects, we bring a strong, science/community - based foundation to comprehensive planning projects. Working with the Gullah Geechee community on St Helena Island, Biohabitats identified key nature-based approaches to address climate change impacts in coordination with future growth scenarios. Similarly, Biohabitats is working with communities in the Church Creek Basin in West Ashley to develop nature-based solutions to chronic flooding issues. **Our on-going work with Kiawah Island on the Comprehensive Marsh Management Plan provides our team with an in-depth knowledge of the opportunities and challenges associated with long-term comprehensive planning.**





**EDUCATION** Clemson University, Bachelor of Science, Design; Rice University, Master of Architecture.

**REGISTRATION(S)** Architect, SC

## DAVID BURT AIA, CDT, LEED AP

Principal-in-Charge | Architecture

David enjoys working in Charleston, a city where architecture is part of the everyday language. A 1995 graduate of Mississippi State University's College of Architecture, David joined LS3P in 1998 after a chance encounter with Thom Penney, the firm's President Emeritus, who found David sketching in Charleston's historic district on a visit and immediately recognized his talent. Since that time, David has managed complex and mixed-use projects including residential, service, and hospitality components for both public and private sector clients.

### RELEVANT PROJECT EXPERIENCE

Line Street Development Master Plan  
Charleston, SC

The Jasper Master Plan  
Charleston, SC

Courier Square  
Charleston, SC

Concord Park Mixed-Use Development  
Charleston, SC

Pacific Box & Crate Master Plan  
Charleston, SC

Wild Dunes Master Plan  
Isle of Palms, SC

SC Ports Authority Cruise Terminal Master Plan  
Charleston, SC



**EDUCATION** University of California, Berkeley, Master of Urban Design; Wentworth Institute of Technology, Master of Architecture; Bachelor of Science of Architecture, Urbanism.

**REGISTRATION(S)** American Institute of Architects, NCARB

## JUSTIN KEARNAN AIA, NCARB

Principal-in-Charge | Urban Design

Justin Kearnan is LS3P's Urban Environments Practice Leader and has led several international design practices across the world. He specializes in innovative, comprehensive design, and is a staunch advocate for livable cities working alongside the public and private sector with an emphasis on Public, Private Partnerships. Justin brings experience in urban design, city planning, architecture, urban economics, and urban policy, provoking all actors of city-making to think with a sensitive understanding of interwoven urban issues and opportunities.

### RELEVANT PROJECT EXPERIENCE

Living Asheville Comprehensive Plan\*  
Asheville, NC

Seat Pleasant Comprehensive Plan\*  
Seat Pleasant, MD

Clayton Small Area Plan  
Clayton, NC

Copper District Master Plan  
Clayton, NC

Idora Park Commons Master Plan  
Youngstown, OH

Travelers Rest Gateway Master Plan  
Travelers Rest, SC

Oakey Small Area Plan  
Conway, SC

Aviation Park Master Plan  
North Charleston, SC

Arts & Innovation Small Area Plan  
Myrtle Beach, SC

*\* Prior Experience with SOM.*



**EDUCATION** Georgia Institute of Technology, Master of Science in Urban Design; Georgia Institute of Technology, Master of City & Regional Planning; Baylor University, Bachelor of Business Administration.

**REGISTRATION(S)** American Institute of Certified Planners

## BLAKE REEVES AICP, LEED GA

### Project Manager

An eager urbanist anthropologist, Blake always has his ear to the ground is keenly aware the ways in which society and culture occupy the human built environment. He is recognized for thoughtful, community-focused approaches as well as his inventive engagement tools that respect each party's role in the planning process. He seeks out opportunities where he can serve as a boots-on-the-ground advocate who makes a space for all people and their stories in a collective design. To this end, Blake's work has been critical in shaping vibrant, inclusive, and welcoming mixed-use districts that provide more just and equitable outcomes for all.

#### RELEVANT PROJECT EXPERIENCE

Resilient Louisville Comprehensive Plan\*  
Louisville, Ky

Kuwait 2040 Comprehensive Plan\*  
The Country of Kuwait

Savannah Canal District Master Plan\*  
Savannah, GA

Clayton Small Area Plan  
Clayton, NC

Copper District Master Plan  
Clayton, NC

Atlanta District 3 Master Plan\*  
Atlanta, GA

Scranton Peninsula Waterfront Master Plan  
Cleveland, Ohio\*

The Packing District Master Plan\*  
Orlando, FL

LaGrange Gateway Corridor Plan\*  
LaGrange, GA

Summerhill Design Guidelines\*  
Atlanta, GA

*\* Prior Experience with Perkins & Will.*



**EDUCATION** University of Rhode Island, Master of Arts in Community and Regional Planning; Alfred University, Bachelor of Arts in Environmental Studies and Political Science.

**REGISTRATION(S)** American Institute of Certified Planners

## JESSICA ROSSI AICP

### Economic Development Lead

Jessica has more than 17 years of real estate market research and planning experience. Her involvement provides clients with detailed insights into demographic and development trends as well as the fiscal implications of different growth scenarios. She works on a wide variety of visioning and economic development projects for local governments and regional agencies, including comprehensive land use plans and fiscal impact analyses. Developer and investor clients rely on Jessica's insight to determine demand for commercial and residential projects and to choose specific concepts to maximize economic development, marketability, and value.

#### RELEVANT PROJECT EXPERIENCE

Venice Comprehensive Plan  
Venice, FL

Wilson 2030 Comprehensive Plan  
Wilson, NC

Indian Trail Comprehensive Plan Update  
Indian Trail, NC

Community Master Plan, Downtown Streetscape Master Plan, and Unified Development Ordinance  
Greer, SC

Plan Mount Holly Future Land Use Plan  
Mount Holly, NC

Advance Apex 2045 Land Use & Transportation Plan  
Apex, NC

Travel Demand Model Socioeconomic Forecasts (PART)  
Greensboro, NC

Statesville Mobility & Development Plan  
Statesville, NC



**EDUCATION** University of Virginia, Master of Urban and Environmental Planning; University of North Carolina at Chapel Hill, Bachelor of Arts, Journalism and Mass Communications.

**REGISTRATION(S)** American Institute of Certified Planners

## JONATHAN WHITEHURST AICP

Land Use Planning Lead

Jonathan is a professional planner and project manager with applied knowledge in coordinating land use and transportation for area plans and corridor studies. Over the past 15 years, he has led or contributed to comprehensive plans, community master plans, small area plans, regional visioning exercises, corridor studies, and mobility plans. He regularly partners with communities throughout the Southeast and beyond to reinforce livability and mobility through thoughtful decisions based on local context. Jonathan routinely plans and facilitates innovative community engagement efforts that yield actionable data and inform the planning process.

### RELEVANT PROJECT EXPERIENCE

Columbia Comprehensive Plan, Housing and Transportation Element  
Columbia, SC

Community Master Plan, Downtown Streetscape Master Plan, and Unified Development Ordinance  
Greer, SC

One Mooresville Comprehensive Plan  
Mooresville, NC

PlanWake Comprehensive Plan

Wake County, NC

Pineville Comprehensive Plan  
Pineville, NC

Community Transportation Update  
Harrisburg, NC

Morehead City Plan 2032  
Morehead City, NC

York County Thoroughfare Plan  
York County, SC



**EDUCATION** Virginia Tech, Bachelor of Architecture.

**REGISTRATION(S)** Architect, SC

## BRYANNA DERING AIA, NCARB, CDT, LEED GA

Architect

Architect Bryanna Dering joined the firm's Charleston office in 2018. A graduate of Virginia Tech with a Bachelor of Architecture and Minor in Industrial Design, she brings previous experience at a design firm and an energy company. Bryanna is passionate about creating unique, equitable cityscapes and has developed a diverse portfolio of urban design, hospitality, multifamily, and mixed-use projects across the Lowcountry.

### RELEVANT PROJECT EXPERIENCE

Line Street Development  
Charleston, SC

The Jasper  
Charleston, SC

Morrison Yard Multifamily  
Charleston, SC

The Society at Laurens  
Charleston, SC

The Pinch Hotel  
Charleston, SC

Aloft Charleston Crosstown  
Charleston, SC

Aviation Business Park Master Plan  
North Charleston, SC

Broadway at the Beach Renovations  
Myrtle Beach, SC



**EDUCATION** Clemson University, Bachelor of Science; Clemson University, Master of Architecture

**REGISTRATION(S)** Registered Architect: SC

## NIKOS KATSIBAS AIA, LEED AP BD+C

### Senior Architect

Senior Associate Nikos Katsibas joined LS3P in 2003. His portfolio includes a mix of private and public sector work from hospitality to commercial to K-12 and civic work; this unique mix of project types has provided Nikos the opportunity to work successfully with clients ranging from commercial developers to school districts. He has worked on projects throughout the entire state of SC ranging from new construction to minor renovations, and is involved in all phases of production and design and construction through the life of the project.

#### RELEVANT PROJECT EXPERIENCE

Kiawah Island Municipal Complex  
Kiawah Island, SC

Ginn Bridgeside Mixed Use Development  
Mount Pleasant, SC

Grande Dunes Condos Over Retail  
Myrtle Beach, SC

Isle of Palms Recreation Center  
Charleston, SC

Wild Dunes Resort Village & Conference Facility  
Isle of Palms, SC

583 King St. Apartments  
Charleston, SC

Dorchester District Two Design Services  
North Charleston, SC

City of Columbia Downtown Parking Garage  
Columbia, SC



**EDUCATION** University of Florida, Bachelor of Design, Specializing in Architecture; University of Florida, Master of Architecture.

**REGISTRATION(S)** American Institute of Architects, Associate Member

## MICHAEL GARCIA ASSOC. AIA

### Urban Designer

Urban Designer Michael Garcia, joined LS3P in 2015. With a background in architecture and urban design, Michael has an unwavering commitment to great design as a catalyst for systemic evolution of our built environment. Michael has long been passionate about combining disciplines as a means of developing more synthesized solutions and creating opportunities for redevelopment in the built environment. Since joining the Urban Environments team in 2021, Michael has contributed to design teams for affordable housing, community planning and design, civic and public space design, and comprehensive planning projects.

#### RELEVANT PROJECT EXPERIENCE

Oakey Small Area Plan  
Conway, SC

Aviation Park Master Plan  
North Charleston, SC

Arts & Innovation Small Area Plan  
Myrtle Beach, SC

Idora Park Commons Master Plan  
Youngstown, OH

Clayton Small Area Plan  
Clayton, NC

Copper District Master Plan  
Clayton, NC

Lark Hotel  
Savannah, GA

110 Ann Street Multifamily & Hotel  
Savannah, GA

Travelers Rest Gateway Master Plan  
Travelers Rest, SC



## ABIGAIL GILLIN

Urban Designer

Abigail Gillin, Assoc. AIA is an urban designer in the Urban Environments practice, bringing a background in architectural design and a drive to create accessible, equitable, and contextually-aware places for all. Abigail's motive for design sprouts from an unwavering passion for community-building and healthy city growth with an understanding of the tools designers have to shape the built environment. In her career thus far, Abigail has worked on a myriad of urban design, urban planning, and architecture-focused projects, gaining experience across various scales and telling the story of a place through hand-drawing, rendering, researching, and producing animations.

**EDUCATION** North Carolina State University, Bachelor of Architecture, Bachelor of Environmental Design, 2021.

### RELEVANT PROJECT EXPERIENCE

Clayton Small Area Plan  
Clayton, NC

Copper District Master Plan  
Clayton, NC

Arts & Innovation Small Area Plan  
Myrtle Beach, SC

Idora Park Commons Master Plan  
Youngstown, OH

Chapanoke Affordable Housing  
Development  
Raleigh, NC

Oakey Small Area Plan  
Conway, SC



## J. KEITH BOWERS

FASLA, PLA, PWS

Ecology Advisor | President & Founder

**EDUCATION** West Virginia University, Bachelor of Science in Landscape Architecture; Conway School of Landscape Design, Honorary Degree, Landscape Design.

**REGISTRATION(S)** Professional Landscape Architect, SC; Professional Wetland Scientist

### RELEVANT PROJECT EXPERIENCE

Sullivan's Island Accreted Land  
Management Plan  
Sullivan's Island, SC

Johns Island Restoration Plan to  
Improve Flood Resiliency  
Charleston, SC

EPA Disaster Resilience Technical  
Assistance  
St. Helena's Island, SC

Lowcountry Military Installation  
Resilience Review  
Beaufort, SC

Nags Head Estuarine Shoreline Plan  
Nags Head, NC

Mr. Bowers has a broad, comprehensive background in restoration ecology, conservation biology, ecological planning, and landscape architecture, which he has applied to more than 600 projects, including tidal and non-tidal wetlands, deciduous woodlands, streams and rivers, meadows and prairies, and coastal habitats. Mr. Bowers has led multidisciplinary teams of scientists to develop conservation plans to mitigate the impacts of habitat fragmentation and to preserve and restore biodiversity; ecologically sustainable and regenerative master planning strategies; and the habitat restoration to save critically imperiled plant species. As founder of Biohabitats, he advises on all the firm's projects and maintains an active presence in those near his home base of Charleston.



**EDUCATION** Duke University, Ph.D, Wetland/Restoration Ecology; NC State University Master of Science in Restoration Ecology; NC State University, Bachelor of Science in Forestry, Magna Cum Laude.

**REGISTRATION(S)** Certified in Intermittent and Perennial Stream Identification for Regulatory Applications by the NC Division of Water Quality; NC Licensed Soil Scientist; Certified Aquatic Insect Collector, NC

## KEVIN NUNNERY PHD, LSS, LEED AP

### Senior Ecologist

Dr. Nunnery is an ecologist with over 20 years of experience in both research and applied ecology. His expertise includes the characterization, assessment, restoration and monitoring of wetland and stream ecosystems and development-impacted watersheds. He performs ecological assessments of green infrastructure for master planning and develops specialized techniques for these evaluations.

#### RELEVANT PROJECT EXPERIENCE

Nags Head Estuarine Shoreline Plan  
Nags Head, NC

Ecological Restoration and Stormwater Retrofits, Noisette and Filbin Creeks  
North Charleston, SC

Cleveland Park Master Plan  
Greenville, SC

Atlanta City Design-Nature  
Atlanta, GA

UNC Campus-wide Master Plan  
Chapel Hill, NC



**EDUCATION** University of Washington, Master of Landscape Architecture; Gettysburg College, Bachelor of Science in Biology.

**REGISTRATION(S)** Professional Landscape Architect

## LAURA BALLOCK PLA

### Landscape Architect

Laura has 20 years of experience providing landscape architecture, urban design, and planning in diverse coastal, historic, and community contexts. With a diverse design background, she has been involved at every step of project development, from historic site research and land planning through project design and construction. She has honed her ability to make sure that the most distinct and cherished aspects of a place are woven and embedded throughout planning, design, and construction phases. Laura has led an array of projects and planning studies at national park studies, botanical gardens, mixed-use and commercial sites, civic and institutional projects, and historic sites and greenway efforts.

#### RELEVANT PROJECT EXPERIENCE

Victory Drive Corridor Study, Coastal Region Metropolitan Planning Organization  
Savannah/Chatham County, GA

Tide to Town Urban Trail System—Neighborhood Planning and Community Engagement  
Savannah/Chatham County, GA

Ford Avenue Scenic Impacts Corridor Study, Ford Plantation  
Richmond Hill, GA

GDOT Roadside Enhancement and Beautification Program—Multiple Projects  
Coastal Georgia

Savannah Downtown Streetscapes Initiative  
Savannah, GA

Streetscape Standard Design Elements  
Augusta, GA

Broad Street Streetscape Improvements  
Augusta, GA



## DILLON TUNER PE

### Transportation

Dillon specializes in traffic analysis and signal design for large-scale projects, including Interstate Justification Reports and Interchange Modification Reports (IJRs/IMRs). He is well-versed in SCDOT and Beaufort County guidelines. Dillon's experience includes traffic signal design, traffic impact analyses, trip generation and intersection capacity analyses, traffic signal warrant studies, traffic simulation, and public involvement activities.

**EDUCATION** Clemson University,  
Bachelor of Science in Civil  
Engineering

**REGISTRATION(S)** Professional  
Traffic Operations Engineer;  
Professional Engineer, SC

#### RELEVANT PROJECT EXPERIENCE

Beachwalk Drive Traffic Study  
Kiawah Island, SC

US 278 at SC 46 Signal Design  
Bluffton, SC

DeRenne Avenue Improvements  
Savannah, GA

Residential Parking Permit Program  
Mount Pleasant, SC

Cardinal Neman Redevelopment  
Columbia, SwC

Columbia Corridors Management Plan  
Columbia, SC

Big Box Retailers  
Bluffton, SC

Atlas Road Widening  
Columbia, SC

LS3P+ Kimley»»Horn

DATE: July, 15, 2022

**ORGANIZATIONAL INFORMATION**

NAME OF OFFEROR: LS3P

BUSINESS ADDRESS: 205 1/2 King Street

Charleston, SC 29401

**BY SUBMITTING THIS PROPOSAL, THE UNDERSIGNED OFFEROR REPRESENTS:**

1. The offeror has carefully examined specifications for the Services;
2. The offeror is familiar with all the conditions surrounding the performance of the Services;
3. If awarded the Contract, the offeror will provide all labor, material, supplies and equipment necessary to execute the Services in accordance with the Contract Documents;
4. understands the Town reserves the right to reject any or all responses which does not meet the proposal requirements, or all proposals in the event the Project is canceled, postponed, or if it is in the best interest of Town of Kiawah Island;
5. If awarded the Contract, will enter and execute a contract as required in the Invitation to Bid;
6. The Offeror is legally able to enter into and perform a contract, if awarded;
7. The Offeror is current on all taxes and fees owed to the Town;
8. The Offeror has provided proof of insurance as required by the Town.

**I. PERSONNEL:**

Provide a list of personnel that will be committed to this engagement and their job function.

David Burt PIC - Architecture  
 Justin Kearnan - PIC Urban Design  
 Blake Reeves - Project Manager  
 Jessica Rossi Economic Development  
 Jonathan Whitehurst - Land use Planning  
 Bryanna Dering - Architect  
 Nikos Katsibas - Senior Architect  
 Michael Garcia - Urban Designer  
 Abigail Gillin - Urban Designer  
 J. Keith Bowers - Ecology Advisor  
 Kevin Nunnery - Senior Ecologist  
 Laura Ballock - Landscape Architect

**II. REFERENCES / EXPERIENCE:**

**At least three (3) references for similar work performed are required; however, you may provide as many as five (5) references.**

1. COMPANY NAME: Town of Kiawah  
 Contract Title: Kiawah Municipal Complex  
 Contract Period: From 2015 To 2017  
 Geographic Area Served Kiawah, SC  
 Scope of Work: Various Architecture Projects  
 Contracting Office: Charleston  
 Contact Name: John D. Labriola  
 Title: Mayor  
 Address: 4475 Betsy Kerrison Pkwy  
 City: Johns Island, State: SC 29455  
 Telephone: 843.768.9166  
 Email: jlabriola@kiawahisland.org

**REFERENCES / EXPERIENCE (Continued):**

2. COMPANY NAME: Town of Cary  
Contract Title: On-Call Urban Design Services  
Contract Period: From 2021 To 2024  
Geographic Area Served Cary, NC  
Scope of Work: Various Urban Design Projects  
Contracting Office: Raleigh  
Contact Name: Allen Davis  
Title: Principal Urban Designer  
Address: 316 North Academy Street  
City: Cary, State: NC 27513  
Telephone: 919.469.4029  
Email: Allen.Davis@townofcary.org
3. COMPANY NAME: Town of Morehead City  
Contract Title: Morehead City Plan 2034 - Kimley Horn  
Contract Period: From 2022 To \_\_\_\_\_  
Geographic Area Served Morehead City  
Scope of Work: Comprehensive Planning  
Contracting Office: Raleigh  
Contact Name: Sandi Watkins, CZO, CFM,  
Title: Planning and Inspections Director  
Address: 1100 Bridges Street  
City: Morehead City, State: NC 28557  
Telephone: 252.726.6848 x140  
Email: Sandi.Watkins@moreheadcitync.org

**III. COST:**

In compliance with Request for Proposals, the undersigned hereby proposes to provide all materials, equipment, and labor, except as otherwise provided noted, for the Comprehensive Plan Update for the following cost:

<b><i>All-inclusive Project Cost</i></b>
<b>\$</b> 138,000 - 142,000

**NAME OF COMPANY:** LS3P Associates LTD

By:  David Burt  
Signature Print Name

Title: Vice President | Principal (i.e., Owner, Partner, Corporate Officer, etc.)

Address: 205 1/2 King Street

City: Charleston State: SC Zip: 29401

Telephone Number: 843.577.4444 Business Fax Number: 843.722.4789

Is your firm a   X   Corporation,        Sole Proprietorship, or        Partnership?

If incorporated, please list state of incorporation: South Carolina

FEIN or SSN: 57-0475651

**BUSINESS LICENSE:**

The Offeror is not required to have valid business licenses to submit a Proposal. However, Offeror's must possess a valid Business License for business undertaken within the corporate limits of the Town of Kiawah Island.

Does your business have a valid **Town of Kiawah Island** Business License?

☒ Yes ☐ No If yes, list the number SBL22-000320

Contact (843) 768-9166 with any questions. If no, a business license must be obtained upon award of the contract.

**INSURANCE:**

The successful offeror, at his own expense, shall keep in force and at all times and maintain during the term of any contract resulting from this RFP the insurance requirements as outlined below.

GENERAL LIABILITY: \$1,000,000 combined single limit per occurrence for bodily injury, property damage, and personal injury with a \$2,000,000 general aggregate limit.

AUTOMOBILE LIABILITY: \$1,000,000 combined single limit per accident for bodily injury and property damage.

WORKERS' COMPENSATION: Statutory limits are required by South Carolina state law, and employer's liability limits of \$100,000 per accident.

The successful offeror shall provide acceptable Insurance Certificate(s) and Endorsement(s) to the Town no later than at the execution of any contract resulting from this RFP. The Town reserves the right to receive any additional documentation or information verifying insurance coverage as the Town deems necessary. The Town may contact the successful offeror's insurance agent(s) or carrier(s) directly concerning any insurance issues.

The Town of Kiawah Island must be advised immediately of any changes in required coverage(s).

## **INDEMNIFICATION**

Except for expenses or liabilities arising from the negligence of the Town, the offeror hereby expressly agrees to indemnify and hold the Town of Kiawah Island harmless against any and all expenses and liabilities arising out of performance or default of any resulting contract as follows:

The offeror expressly agrees to the extent that there is a causal relationship between its negligent, reckless or intentionally wrongful action or inaction, or the negligent, reckless or intentionally wrongful action or inaction of any of its employees or any person, firm or corporation directly or indirectly employed by the offeror, and any damage, liability, injury, loss or expense (whether in connection with bodily injury or death or property damage or loss) that is suffered by the Town and its employees or any member of the public, to indemnify and save the Town and its employees harmless against any and all liabilities, penalties, demands, claims, lawsuits, losses, damages, costs, and expenses arising out of the performance or default of any resulting contract from this RFP. Such costs are to include any defense, settlement, or reasonable attorneys' fees incurred by the Town or its employees. This promise to indemnify shall include bodily injuries or death occurring to offeror's employees and any person directly or indirectly employed by the offeror (including without limitation any employee of any subcontractor), the Town's employees, the employees of any other independent contractors, or occurring to any member of the public. When the Town submits notice, offeror shall promptly defend any aforementioned action. This obligation shall survive the suspension or termination of this Agreement. The limits of insurance coverage required herein shall not serve to limit this obligation to indemnify. The recovery of costs and fees shall extend to those incurred in the enforcement of this indemnity.

## **MINORITY/WOMEN-OWNED ENTERPRISE:**

Are you a Minority or Woman-Owned business? \_\_\_\_ Yes x No

If so, are you certified? \_\_\_\_ Yes \_\_\_\_ No

If you are certified, you must furnish a copy of your certificate with your submittal.

NON-COLLUSION OATH

\*Please see the original, printed copy for signature and notary.

COUNTY OF: Charleston

STATE OF: South Carolina

Before me, the Undersigned, a Notary Public, for and in the County and State aforesaid, personally appeared \_\_\_\_\_ and made oath that the Offeror herein, his agents, servants, and/or employees, to the best of his knowledge and belief, have not in any way colluded with anyone for and on behalf of the Offeror, or themselves, to obtain information that would give the Offeror an unfair advantage over others, nor have they colluded with anyone for and on behalf of the Offeror, or themselves, to gain any favoritism in the award of the contract herein.

SWORN TO BEFORE ME THIS 15 DAY OF July, 2022

\_\_\_\_\_  
Authorized Signature for Offeror

Please print Offeror's name and address:

David Burt

LS3P Associates LTD

205 1/2 King Street, Charleston, SC 29401

\_\_\_\_\_  
NOTARY PUBLIC FOR THE STATE OF \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

Print Name: \_\_\_\_\_



Tab | 2

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## **WAYS AND MEANS**

### **Agenda Item**



# Request for Ways and Means Committee Action

**TO:** Ways and Means Chairman and Committee Members

**FROM:** Brian Gottshalk, Public Works Manager

**SUBJECT:** Request to Recommend Approval to Extend Janitorial Contract

**DATE:** August 2, 2022

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## **BACKGROUND:**

Maintaining a clean and sanitary work environment has always been of high importance to Town staff. During this time especially, there is a heightened need to maintain an exceptional level of cleanliness and sanitation where we work.

## **ANALYSIS:**

The Town entered into a contract with the current company, Jan-Pro, July of 2020. Town staff is overall pleased with the services that have been performed maintaining the staff work areas as well as Council Chambers.

## **ACTION REQUESTED:**

Town Staff requests that the Ways and Means Committee recommend to Town Council the approval of the last one (1) year extension to Jan-Pro for janitorial services at the Municipal Center.

## **BUDGET & FINANCIAL DATA:**

The cost of this contract is \$1,478 monthly, which comes out to \$17,736 annually for cleaning services. This cost is funded through the General Fund.

STATE OF SOUTH CAROLINA)  
)  
COUNTY OF CHARLESTON )  
)  
\_\_\_\_\_)

**AMENDMENT TO  
AGREEMENT BETWEEN  
THE TOWN OF KIAWAH ISLAND  
AND  
JAN-PRO CLEANING SYSTEMS OF SC/GA COAST, INC.**

**WHEREAS**, the Town of Kiawah Island and Jan-Pro Cleaning Systems of SC/GA Coast, Inc. entered into an agreement on **August 1, 2020**, for the purpose of providing janitorial services for the Town's Municipal Center located at 4475 Betsy Kerrison Parkway, Kiawah Island, SC 29455.

**WHEREAS**, the Town and Jan-Pro Cleaning Systems of SC/GA Coast, Inc. wish to amend said agreement in the following particulars:

1. **TERM:** This agreement term shall be extended for an additional one-year term commencing on August 1, 2022 and expiring on July 31, 2023.
2. **EFFECTIVE DATE:** This agreement shall be effective on August 2, 2022.

All other provisions of the agreement entered into on **August 1, 2020**, shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have executed this Amendment this 2<sup>nd</sup> day of August 2022.

**WITNESSES**

**Town of Kiawah Island**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
By: John D. Labriola  
Its: Mayor

**Jan-Pro Cleaning Systems of SC/GA Coast, Inc.**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
By:  
Its:

**From:** Brian Gottshalk [<mailto:bgottshalk@kiawahisland.org>]  
**Sent:** Tuesday, July 26, 2022 9:26 AM  
**To:** Joe Purpura  
**Subject:** Contract Renewal

Good Morning Joe,

The current contract is set to expire at the end of this month. There is still one more 1 year extension that we can enter into with you. Can you please respond to this email to confirm that you would like to extend this contract for another year?

Regards,

Brian Gottshalk  
Public Works Director

**From:** Joe Purpura <[joe.purpura@jan-pro.com](mailto:joe.purpura@jan-pro.com)>  
**Sent:** Tuesday, July 26, 2022 10:31 AM  
**To:** Brian Gottshalk <[bgottshalk@kiawahisland.org](mailto:bgottshalk@kiawahisland.org)>  
**Subject:** RE: Contract Renewal

Good Morning Brian,

I talked with Deral Frazier (Franchise owner) she is good on her end so yes we are good for another year. let me know if there is anything you need from me.

Thank you,

**Joseph Purpura**  
*Jan-Pro Cleaning Systems of SC/GA Coast*  
*Field Service Specialist*  
[www.charleston.jan-pro.com](http://www.charleston.jan-pro.com)

Phone: [843-388-6535](tel:843-388-6535)  
Fax: [843-388-6532](tel:843-388-6532)  
Cell: [843-637-1478](tel:843-637-1478)  
E-mail: [Joe.Purpura@jan-pro.com](mailto:Joe.Purpura@jan-pro.com)

**JAN PRO**<sup>TM</sup>  
FRANCHISE DEVELOPMENT

**we mean clean.**