

Randall Arendt, FRTPI, ASLA (Hon.)
6 Sparwell Lane
Brunswick, Maine 04011
rgarendt@comcast.net
www.greenerprospects.com
"Designing with Nature for People"

Proposal

21 January 2016

Dear Mayor Krom and Council Members,

Following my recent week of presentations, meetings and discussions in Lanesboro, I am responding to an informal request that I submit a work proposal for a small area plan focusing on the main portion of the city east and south of the river. Please excuse the somewhat informal nature of this response, but hopefully it will be more helpful by my avoiding a lot of the excessive standard wording that often appears in consulting proposals. Brevity and simplicity are my goals, both in the proposal and in the final work products, which will cover all the issues identified during the local planning process.

Scope

Regarding the physical scope of the project, the study area would focus on the main portion of the city east and south of the river. However, it would also encompass the terminal vista on the north bank, plus the parcels just west of the river to the west side of the city (with the bass pond and the dam.)

Approach

Regarding the process, I am thinking that it would perhaps be best to begin with initial interview meetings attended by all the key constituents. Between the first multi-day visit and the second multi-day visit, a second round of interviews will take place, attended by the key constituents needed for final approval. For the interviews I favor very inclusive participation by both current and past members of municipal boards, departments or commissions (such as the Council, planning/zoning commission, historic commission, the EDA, schools, etc.), plus representatives of the business community and other relevant groups. To the greatest extent possible, I would like such individuals to then attend the major presentations and participate in subsequent discussions.

At this point, subject to further discussion, I believe I could accomplish the goals of the study in two multi-day visits lasting 2-3 days each (not including travel time), supplemented by numerous initial interviews and follow up meetings led by one or two local individuals who would be working closely with me. I believe that financial arrangements for their compensation would be handled by the municipality, university, or others.

First Meeting

The first set of interviews will be conducted prior to the initial visit. The interviews will be conducted by the Lanesboro identified local individuals with my participation via telephone from my home office here in Maine. At the first public meeting I would present highlights from the downtown and housing

PowerPoints that I presented at Eagle Bluff in early January, primarily for the benefit of those who were not in attendance at that event. Prior to the second public meeting I would lead the creation of a concept map or maps incorporating the best interview ideas for implementation, according to logical phases. The local resource people with greater graphic skills would produce a tidier version of this for presentation at my first visit that Lanesboro residents and officials could think about prior to my second visit.

Shortly after the first multi-day visit I will also prepare a concise interim report summarizing the issues, the ideas generated, and potential action items on the ground.

Second Meeting

Between the trips additional meetings and interviews will be conducted to gain feedback on the initial concept map or maps. On the second trip I foresee presenting the refined concept map, and conducting wrap-up meetings and presentations, followed by a final report, again concise and to the point. I would probably illustrate both reports with graphics from my slide collection and publications.

The final report and maps will be sufficiently complete to identify and generally describe initial priority projects and to ensure the momentum needed to conduct the selection and contracting with resources required to begin the initial projects in the plan.

Deliverables

Up to and including the initial presentation during trip 1.

Interview guide for first interviews

Documentation of each interview for phase 1

Initial draft concept map or maps incorporating the best interview ideas from interviews and public meetings

Presentation of preliminary findings and recommendations at end of first multi-day visit.

Up to and including the second presentation during trip 2

Preliminary report summarizing the issues, the ideas generated, and potential action items, incorporating the draft concept plan or maps

Interview guide for the second interviews

Documentation of each interview for phase 2

Refined concept plan or map

Final presentation

Wrap Up Meetings

Final Report containing findings and recommendations, refined concepts plans or maps, and a description of zoning and applicable ordinances. It will identify and prioritize initial high impact projects identified during the public planning process to assure successful implementation of the proposed plan.

Responsibilities

For Randall Arendt, FRPTI, ASLA (Hon.)

Randall Arendt

For Lanesboro

Project Facilitator Kelly Rae Kirkpatrick

Project Coordinator Lanesboro EDA

Payment Terms

My fee for the two visits, the concept maps, and interim and final reports, would be \$19,500, plus travel.

City of Lanesboro

Randall Arendt, FRPTI, ASLA

Executed By:

Executed By:

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Exhibit A Randall Arendt Independent Provider Agreement w/Lanesboro, MN

Final Report containing findings and recommendations, refined concepts plans or maps, and a description of zoning and applicable ordinances. It will identify and prioritize initial high impact projects identified during the public planning process to assure successful implementation of the proposed plan.

Responsibilities

For Randall Arendt, FRPTI, ASLA (Hon.)

Randall Arendt

For Lanesboro

Project Facilitator (Kelly Rae Kirkpatrick) ^{RWK}
Project Coordinator (Kathy Kastent?) ^{LANESBORO EDA} ^{RWK}

Payment Terms

My fee for the two visits, the concept maps, and interim and final reports, would be \$19,500, plus travel.

City of Lanesboro

Randall Arendt, FRPTI, ASLA

Executed By:

Executed By:

Signature: Robin W. Krom

Signature: Randall Arendt

Name: ROBIN W. KROM

Name: Randall Arendt

Title: MAYOR

Title: President, Greener Prospects

Date: 2-16-2016

Date: 15 Feb 2016