

6-1

**RESOLUTION TO APPROVE  
THE EXECUTION OF AN AGREEMENT BETWEEN  
MASSIE-MASSIE ASSOCIATES AND  
THE SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION**


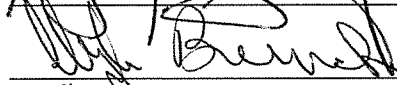
**WHEREAS**, the Springfield-Sangamon County Regional Planning Commission wishes to hire Massie-Massie Associates to provide certain professional planning services in connection with the development and production of designs for four (4) roadway character areas, as described in the Sangamon County Regional Strategic Plan, one (1) each in four (4) communities in Sangamon County; and

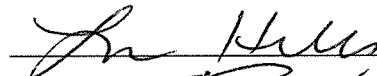
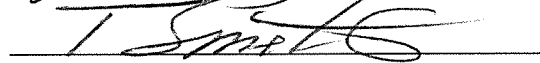
**WHEREAS**, the Springfield-Sangamon County Regional Planning Commission will provide an amount not to exceed \$25,000.00 to Massie-Massie Associates for this service; and

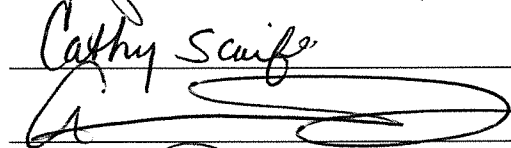
**WHEREAS**, funding for this contract is available through a grant from the Illinois Department of Transportation.

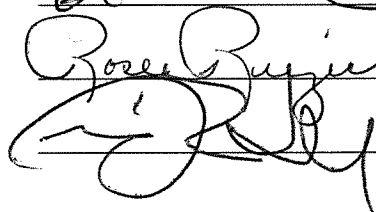
**NOW THEREFORE BE IT RESOLVED** by the members of the Finance Committee of the Sangamon County Board in session this 27<sup>th</sup> day of June, 2017, that the execution of a contract between the Springfield-Sangamon County Regional Planning Commission and Massie-Massie Associates is hereby approved.

Respectfully Submitted,

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

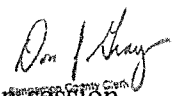
  
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**FILED**

JUN 28 2017

  
Sangamon County Clerk

**NOW THEREFORE BE IT RESOLVED**, by the Sangamon County Board in session this 11th day of July, 2017, that the execution of a contract between the Springfield-Sangamon County Regional Planning Commission and Massie-Massie Associates is hereby approved.

**RECEIVED**  
2660

JUN 21 2017

\_\_\_\_\_  
Andy Van Meter  
Chairman, Sangamon County Board

Andy Goleman  
SANGAMON COUNTY AUDITOR

1                   **AGREEMENT BETWEEN MASSIE-MASSIE ASSOCIATES**  
2                                   **AND THE**  
3                   **SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING**  
4                                   **COMMISSION**

5                   **FOR PROFESSIONAL SERVICES ASSOCIATED WITH THE SMALL TOWN**  
6                                   **ROADWAY CHARACTER AREAS PROJECT**

7  
8  
9     THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2017,  
10    between MASSIE-MASSIE ASSOCIATES, hereinafter referred to as “Contractor”, and the  
11    SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION, hereinafter  
12    referred to as “Commission”, and covers certain professional services in connection with the  
13    development and production of designs for roadway character areas, as described in the  
14    Sangamon County Regional Strategic Plan, one (1) in each of four (4) communities in Sangamon  
15    County.

16  
17    **I.       INDEPENDENT CONTRACTOR**

18    The Contractor shall serve as an independent contractor insofar as the performance of services  
19    hereunder is concerned. The Contractor shall comply with all laws, rules, ordinances and  
20    regulations set forth by municipal, state and federal bodies of government.

21  
22    **II.       ASSIGNMENT**

23    No assignment of this contract shall be made without the express written consent of the  
24    Commission. In the event that the Contractor becomes unable to fulfill the terms of the contract,  
25    written notice will be given to the Commission within 30 days, at which time the Contractor may  
26    request written consent for the assignment of the remaining contract. Assignment of the contract  
27    shall be at the discretion of the Commission.

28  
29    **III.      KEY PERSONNEL**

30    The Contractor agrees that its project team shall include Ms. Sue Massie, PLA, APA, who shall  
31    serve as project manager and point of contact, Mr. Neil Brumleve, and Mr. Kent Massie. The  
32    Contractor agrees that Ms. Massie is key personnel, and that any changes in the project team  
33    involving key personnel shall be made only with the approval of the Commission.

34  
35    **IV.      SCOPE OF SERVICES**

36    The Contractor agrees to assist the Commission in producing: a) Preliminary Roadway  
37    Character Plans for the Character Area sites identified by each of the communities; 2)  
38    Final Roadway Character Plans for those identified sites; and 3) a Roadway Character  
39    Plan Report. Among the services the Contractor agrees to provide are those necessary to  
40    successfully complete the tasks described in the Contractor’s project proposal, dated May  
41    26, 2017, which is included in this agreement as Attachment A and is made part of it.

42  
43    The Character Area sites to be addressed include Arrival Character Area sites in the  
44    communities of Auburn, Dawson and Riverton, Illinois, and a Main Street Character  
45    Area site in Illiopolis, Illinois.

46  
47    **V.       COMPLIANCE REQUIREMENTS**

48    The Contractor agrees to comply with all applicable local, state, and federal laws and regulations.  
49    This includes, but is not limited to, compliance with regulations relative to nondiscrimination in

1 federally and/or assisted programs, Equal Employment Opportunity laws and regulations, and the  
2 Drug Free Workplace Act (24 CFR Part 21). This includes Title VI of the Civil Rights Act of  
3 1964 (42 U.S.C. 2000d-Nondiscrimination in Federally Assisted Programs) and implementing  
4 regulations issued at 24 CFR Part 1; prohibitions against handicapped individuals under section  
5 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at 24 CFR  
6 part 8; the requirements of 24 CFR 5.105(a) regarding equal opportunity as well as the  
7 requirements of Executive Order 11246 (Equal Employment Opportunity) and the implementing  
8 regulations issued at 41 CFR Chapter 50; Executive Order 11625 and 12432 (concerning  
9 Minority Business Enterprise), and 12138 (concerning Women's Business Enterprise).

10  
11 **VI. INTELLECTUAL PROPERTIES**

12 In acceptance of this agreement:

- 13 A. The Contractor agrees that any data, designs, documents or other intellectual products  
14 and properties developed by and for this project shall be the property of the  
15 Commission and may be used by the Commission without fees or other limitation.  
16  
17 B. The Commission grants permission for the Contractor to use any data, designs,  
18 documents or other intellectual products and properties developed by and for this  
19 project for the Contractor's own purposes without fees or other limitations.  
20

21 **VI. TERM OF AGREEMENT**

22 The Contractor shall complete the work described in the Scope of Services no later than six (6)  
23 months of approval of this agreement. This period may be extended with the approval of both  
24 parties.  
25

26 The term of the agreement shall be from the effective date specified in the opening paragraph  
27 herein and shall run through the completion of all services described herein and the full  
28 acceptance by the Commission of the Deliverables as described in Attachment A.  
29

30 **VII. FORCE MAJEURE**

31 Neither party shall be deemed in default of this Agreement to the extent that any delay or failure  
32 in the performance of its obligations results from any cause beyond its reasonable control and  
33 without negligence.  
34

35 **VIII. INDEMNIFICATION**

36 The Commission and the Contractor each agree to hold harmless, and their respective officers,  
37 employees, agents, and representatives, from and against liability for all claims, losses, damages,  
38 and expenses, including reasonable attorney's fees, to the extent such claims, losses, damages, or  
39 expenses are caused by the indemnifying party's negligent acts, errors, or omissions. In the event  
40 claims, losses, damages, or expenses are caused by the joint or concurrent negligence of the  
41 Commission and the Contractor, they shall be borne by each party in proportion to its negligence.  
42

43 **IX. INSURANCE**

44 The Contractor shall minimally maintain liability insurance as shown in Attachment B and made  
45 part of this agreement. These requirements may be waived in whole or in part by the  
46 Commission.  
47

48 **X. GOVERNING LAW**

49 This agreement and the rights and obligations of the parties identified in it shall be governed by,  
50 and construed according to, the laws of the State of Illinois.  
51

1 **XI. ENTIRE AGREEMENT**

2 This agreement and its attachments contain the complete and entire agreement, in terms of  
3 obligations, responsibilities, duties and services to be provided to the Commission by the  
4 Contractor. Any additional statements of promises, verbal agreements, or commitment of  
5 additional services not identified in this agreement shall be presented in writing, signed by both  
6 parties, and committed to this document in their entirety. Any agreed modifications or  
7 amendments to this agreement shall be in effect until such time as termination of the agreement is  
8 reached.

9  
10 **XII. TERMINATION**

11 This agreement may be terminated for cause by either party after a minimum of 30 days notice is  
12 provided to the other party. This agreement may be terminated without cause by either party after  
13 a minimum of 60 days notice provided to the other party. The parties may agree to waive the  
14 notice of termination period. However, such agreement must be in writing and signed by both  
15 parties.

16  
17 Upon such termination the Contractor shall cause to be delivered to the Commission all such  
18 work product as was produced prior to the agreement's termination with the understanding that  
19 this work product becomes the property of the Commission. The Contractor shall be paid for any  
20 services completed based upon the percentage of tasks under the scope of work that have been  
21 completed up to the date of termination.

22  
23 This Agreement is contingent upon and subject to the availability of sufficient funds. The  
24 Commission may terminate or suspend this Agreement, in whole or in part, without penalty or  
25 further payment being required, if (i) the Illinois General Assembly or Federal Highway  
26 Administration fail to appropriate or otherwise make available funds for this project, (ii) the  
27 Illinois Department of Transportation and/or the Governor of Illinois reserves funds, or (iii) the  
28 Governor of Illinois and/or the Illinois Department of Transportation determines that funds will  
29 not or may not be available for payment. The Commission shall provide notice, in writing, to the  
30 Contractor of any such funding failure and its election to terminate or suspend this Agreement as  
31 soon as practicable. Any suspension or termination pursuant to this section shall be effective upon  
32 the date of the written notice unless otherwise indicated.

33  
34 **XIII. MODIFICATION/AMENDMENT**

35 Any modification or amendment of this agreement must be in writing and signed by both parties  
36 to this agreement.

37  
38 **XIV. COMPENSATION**

39 The Commission agrees to pay an amount not to exceed \$25,000 for the services to be performed  
40 by the Contractor as described in Attachment A.

41  
42 Compensation shall be paid in monthly installments based upon an invoice detailing expenses  
43 incurred to be submitted by the Contractor to the Commission on the last day of each month.  
44 Invoices shall be submitted to the attention of:

45  
46 Ms. Mary Jane Niemann  
47 Springfield-Sangamon County Regional Planning Commission  
48 200 South 9<sup>th</sup> Street, Room 212  
49 Springfield, IL 62701-1629  
50

1 The Contractor shall not be compensated for any work performed in addition to that set forth in  
2 Attachment A unless the parties specifically so agree in writing.

3  
4 **XV. NOTICE**

5 All notices given or so sent hereunder shall be sent by United States mail, postage prepaid,  
6 addressed to the respective party at the address set forth in the signature section hereof, or to such  
7 other address as the parties may designate in writing from time to time.

8  
9 **XVI. EXECUTION**

10 This agreement shall be executed by the duly authorized representatives of the Commission and  
11 the Contractor as indicated below:

12  
13  
14 For the Commission

15  
16 NAME: E. Norman Sims

17  
18 TITLE: Executive Director

19  
20 SIGNATURE: \_\_\_\_\_

21  
22 DATE: \_\_\_\_\_

23  
24 POSTAL ADDRESS: SSCRPC, 200 S. 9<sup>th</sup> Street, Room 212, Springfield, IL 62701

25  
26 EMAIL ADDRESS: NormS@co.sangamon.il.us

27  
28  
29 For the Contractor

30  
31 NAME: \_\_\_\_\_

32  
33 TITLE: \_\_\_\_\_

34  
35 SIGNATURE: \_\_\_\_\_

36  
37 DATE: \_\_\_\_\_

38  
39 POSTAL ADDRESS: \_\_\_\_\_

40  
41 EMAIL ADDRESS: \_\_\_\_\_

42

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**ATTACHMENT A**  
**Contractor's Project Proposal, Dated May 26, 2017**



May 26, 2017

Dear Mr. Jordan Leaf,

I am pleased to offer this proposal for the project known as the *Small Town Roadway Character Areas Pilot Project*. MassieMassie+Associates (MAA) has a great interest in working with these four pilot communities to devise plans that increase their recognition as attractive and viable towns. We are intrigued by the challenge of creating plans with components that can be adapted to other communities and provide continuity among towns in Sangamon County.

During our forty years in business, we have worked with many communities to plan and execute civic improvement projects. Last year we developed the *Litchfield West Gateway Corridor Plan*. The primary entrance to Litchfield is from Interstate 55 along State Highway 16, a distance of 3,400 feet to the edge of town. For part of the distance, the route was bleak, surrounded by cropland. Approaching town, the road ran along service yards behind commercial buildings. The corridor plan involved plantings of native trees and shrubs to distinguish the entrance corridor, visual screening where needed, and appealing signs to welcome residents and visitors to the community.

MMA has worked with many communities to develop image-establishing entrance corridors as well as to enhance their street rights-of-way, plazas, downtown squares and other public areas.

We like to work collaboratively with community leaders, stakeholders and other interested groups and individuals. This approach better assures that we understand and meet the expectations of the community. The local support and inertia that is generated helps move projects forward. We are pleased that, from what we understand, the four communities involved in this project are interested in working relationships of this sort.

If you have questions, please contact me. Should MMA be selected for this project, I will be the project manager and your point of contact. Thank you for the opportunity to submit this proposal.

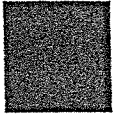
Sincerely,

A handwritten signature in black ink that reads "Sue Massie".

Sue Massie, PLA, APA  
President

MassieMassie+Associates

Landscape Architecture and Land Planning  
1210 South 5<sup>th</sup> St. Springfield, Illinois 62703  
217-544-3210 Massie-Massie-Associates.com



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## **MMA Profile**

### *Small Town Roadway Character Areas Pilot Project*

*Massie Massie + Associates is a landscape architecture and planning firm located in Springfield, IL. In business for forty-two years, MMA provides professional services to both public and private clients. Our staff of planners and licensed landscape architects works collaboratively with clients, stakeholders, and design-team members to provide responsive and coordinated service.*

*MMA projects are varied. We prepare studies and comprehensive plans for large-scale areas and multi-site systems. We develop master plans and strategic implementation programs. We also provide detailed design of individual projects, construction documents and construction management.*

**Transportation** . . . park and ride facilities, multi-modal centers, highway enhancement, community entrance corridors.

**City Centers and Urban Corridors** . . . urban rehabilitation, vehicular and pedestrian circulation, streetscape enhancement, storm water control, and visual quality.

**Institutions** . . . hospitals, medical centers, institutes, churches, and cemeteries.

**Offices and Business Centers** . . . office buildings, regional centers, and commercial developments.

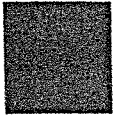
**Educational Facilities** . . . university and college campuses, elementary and secondary school sites, early education and special education facilities.

**Residential and Retirement Developments** . . . single and multi-family developments, subdivisions, neighborhood redevelopment, urban housing infill, extended care facilities, historic properties.

**Recreation Sites and Nature Areas** . . . parks, trails, greenways, conservation areas, arboretums, campgrounds, golf courses, sports facilities and arenas.

*MMA melds client needs with site characteristics and environmental stewardship to create plans that are aesthetically exciting, environmentally sound and economically feasible.*

MMA is an Illinois certified DBE/WBE/MBE.



## **MMA Qualifications**

### *Small Town Roadway Character Areas Pilot Project*

*A substantial part of the MassieMassie+Associates practice is urban planning and design. During its forty-two year history, MMA has worked with communities of various sizes to assist in creating visions and meeting goals.*

*MMA has worked with many communities to redevelop and enhance their historic downtowns. Improvements have included realignment of streets and parking, reconfiguration of sidewalks, redesign of urban parks and open space, new lighting, street furnishings, street trees and other special features. The objective in such work is not only to improve usability and appearance, but to develop a unique image and identity for each community. Urban improvements often are extended outward along the city's transportation corridors. Entrance signs and wayfinding signs can do much to portray the city's identity and qualities.*

*The projects listed here have some or all of these components. Attached are project descriptions that provide additional information.*

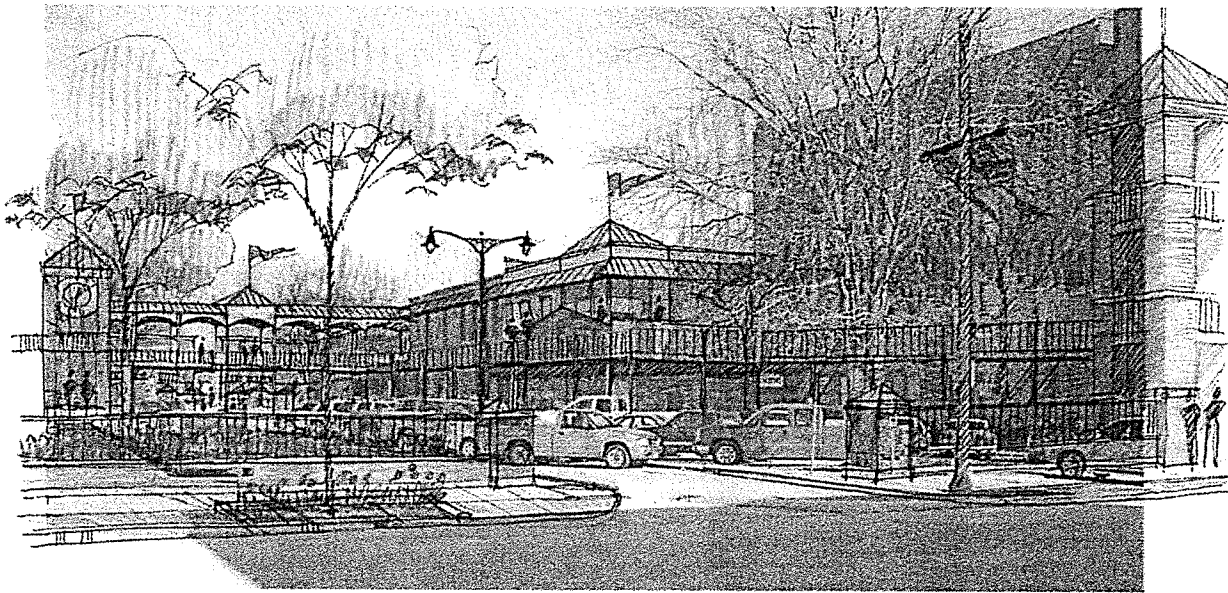
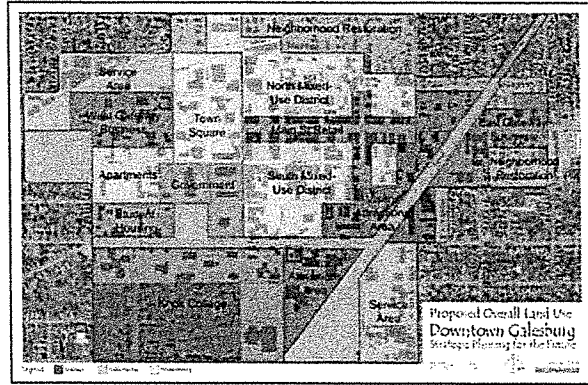
### **Community Entrances / Identification and Branding**

*West Union Avenue Community Entrance, Litchfield, IL*  
*City Entrances and Downtown Revitalization, Mount Sterling, IL*  
*Jackson Street Corridor, Springfield, IL*  
*Entrance Corridors and Downtown Wayfinding, Decatur, IL*  
*West Main Corridor and Downtown Redevelopment, Decatur, IL*  
*North and South Main Street City Entrances, Jacksonville, IL*  
*Morton Street City Gateway, Jacksonville, IL*  
*Downtown Rehabilitation, Rushville, IL*  
*Downtown Enhancement, Shelbyville, IL*  
*Downtown and West Lafayette Street Corridor, Rushville, IL*  
*Image Development, Downtown Galesburg IL*  
*Downtown Strategic Plan, Lincoln, IL*  
*Edgar County Courthouse Square, Paris, IL*  
*University Avenue, Champaign, IL*  
*Clear Lake Avenue, Springfield, IL*  
*Downtown Street Corridor, Granite City, IL*

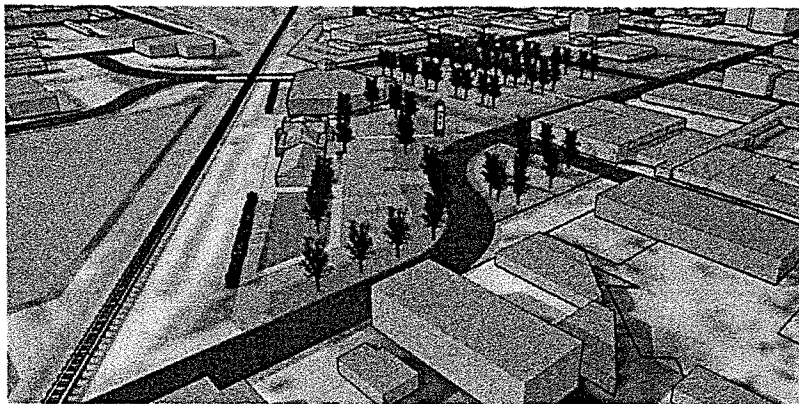
# Strategic Plan for Downtown Galesburg

*Galesburg, Illinois  
2008 and 2015 Update*

Working closely with Galesburg planning staff, city official and the public, MMA developed the *Strategic Plan for Downtown Galesburg*. The plan provides vision and direction for transportation, land use and image development within the 64-block area. Recommendations include grade separations for traffic and railroad traffic, restoration and infill to meet use needs, adaptation of several landmark buildings and sites for new and improved civic facilities within the downtown. The plan was updated in 2015 to reflect progress and reassesses future priorities.



Note about graphics: Many types of illustrations and graphics were used during the project and in the final report. CAD drawings showed land use alternatives. Sketch-up 3-D graphics depicted spatial relationships of transportation corridors, structures and open space. Artist drawn perspectives and overlay enhancements of photographs were used to depict what 'could be'.



# Historic Downtown Jacksonville

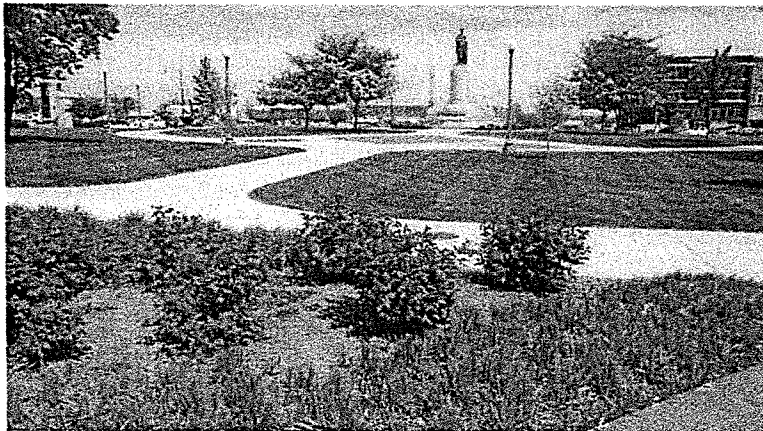
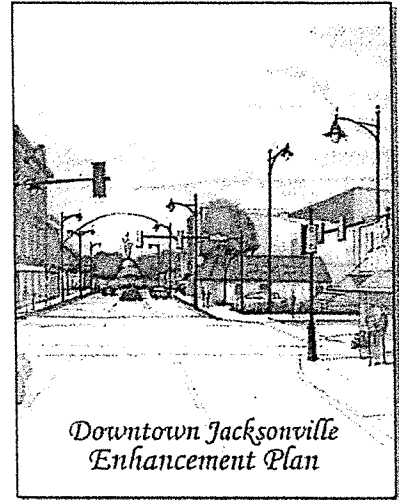
Jacksonville, IL

Phase 1 and 2, August 2012

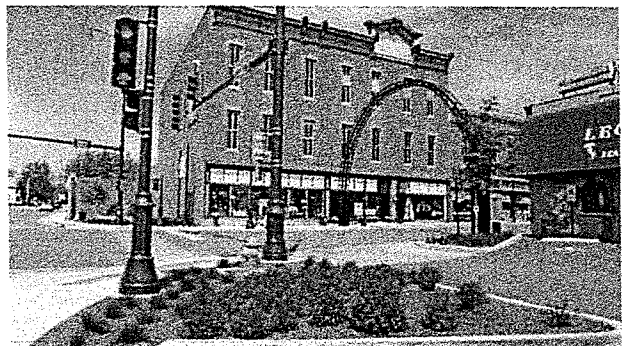
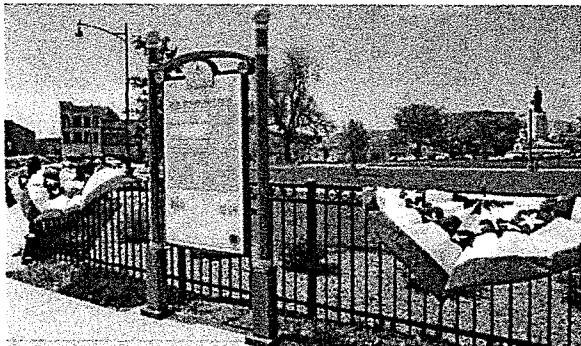
Phase 2, August 2015

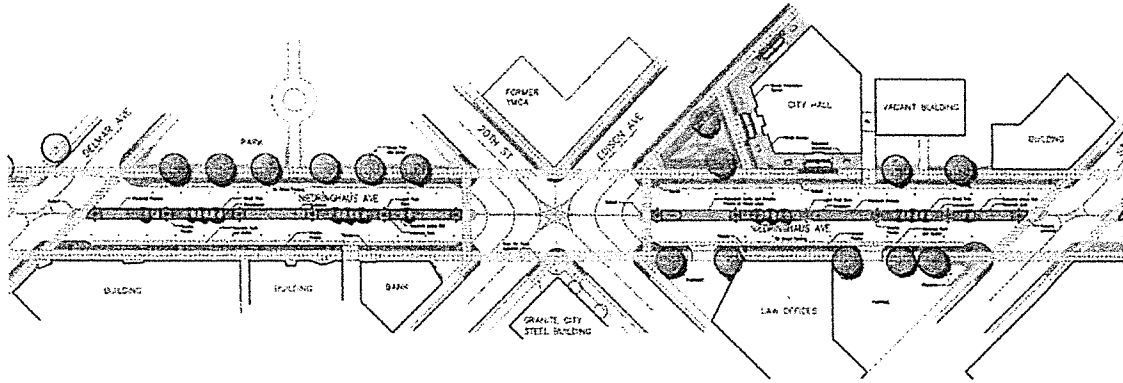
MMA prepared the *Downtown Jacksonville Enhancement Plan* for the 36-block center of the city. With input from a Downtown Focus Group as well as other stakeholders and city officials, the plan addressed land use, development, and enhancement within the area. Highlights of the plan involved reestablishing the historic downtown square as the commercial and social center of the city. It recommends changing traffic patterns and on-street parking to improve circulation and visual quality of the city. It also discusses developing a unifying image within the downtown using streetscape design and elements to highlight the city's existing features.

Following the plan, phase one and two of downtown enhancement ensued. MMA prepared plans and special provisions for reconstructing the Downtown Square and Main Street. Park improvements created largely-passive walkways and sitting, but also provided plazas and an amphitheater for special events. The surrounding commercial areas and Main Street were improved with new sidewalks that include special paving, street lights and pedestrian lights, fences and bollards, planting beds and street trees.



Overhead steel archways, custom-fabricated replicas of those once standing in the downtown, create dramatic entrances into the downtown area from both the north and south. After dark, internally mounted LED lights illuminate the arches and create a festive entrance to the city's active downtown nightlife. Views through the arches are of the renovated downtown square and the largely restored surrounding commercial buildings.



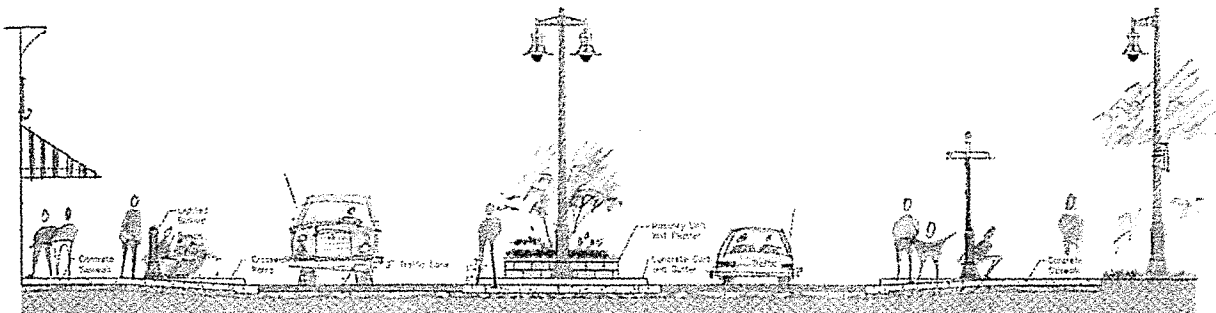
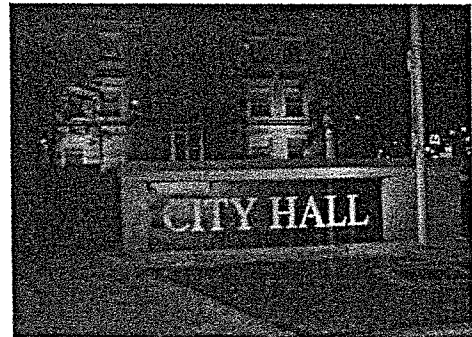


## Neidringhaus Corridor

Granite City, IL

2007

MMA worked closely with City officials, the highway engineer and the public in developing a Master Plan for the Neidringhaus Corridor extending through historic downtown Granite City. The plan highlighted the street's unusual diagonal 6-point intersections and interesting views along the route. Medians were added for improved motorist and pedestrian safety. Raised median planters provided an environment for attractive plantings and decorative light fixtures. The steel-producing heritage of the city was reflected by signs cut from I-beams, exhibit areas for steel sculpture, and large planters finished to resemble the graniteware once manufactured in the city. MMA also prepared project construction plans. Project was completed in 2007 at a cost of \$2.5M.



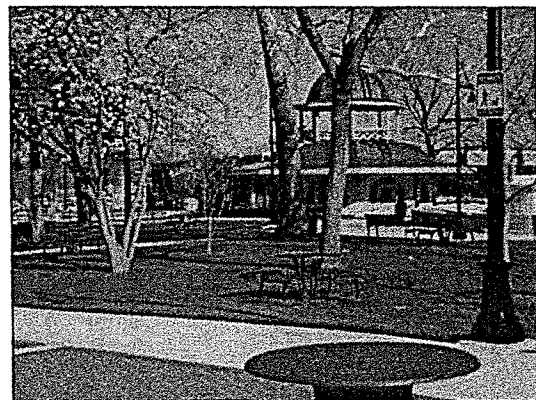
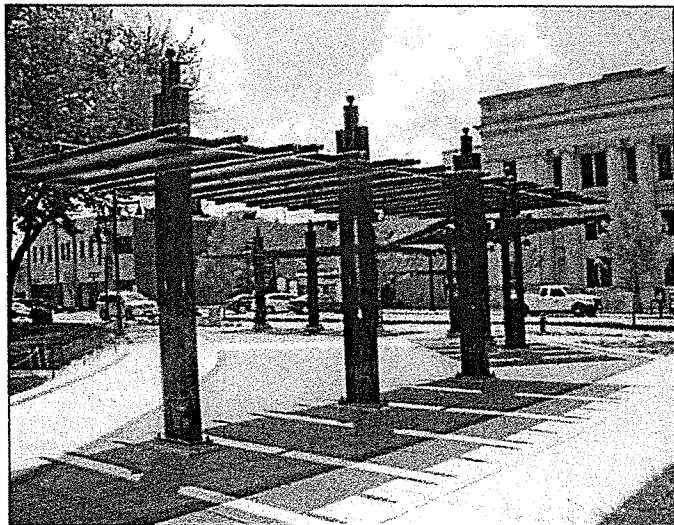


# Downtown Decatur Rehabilitation

*Decatur, Illinois*

*Final Phase July 2017*

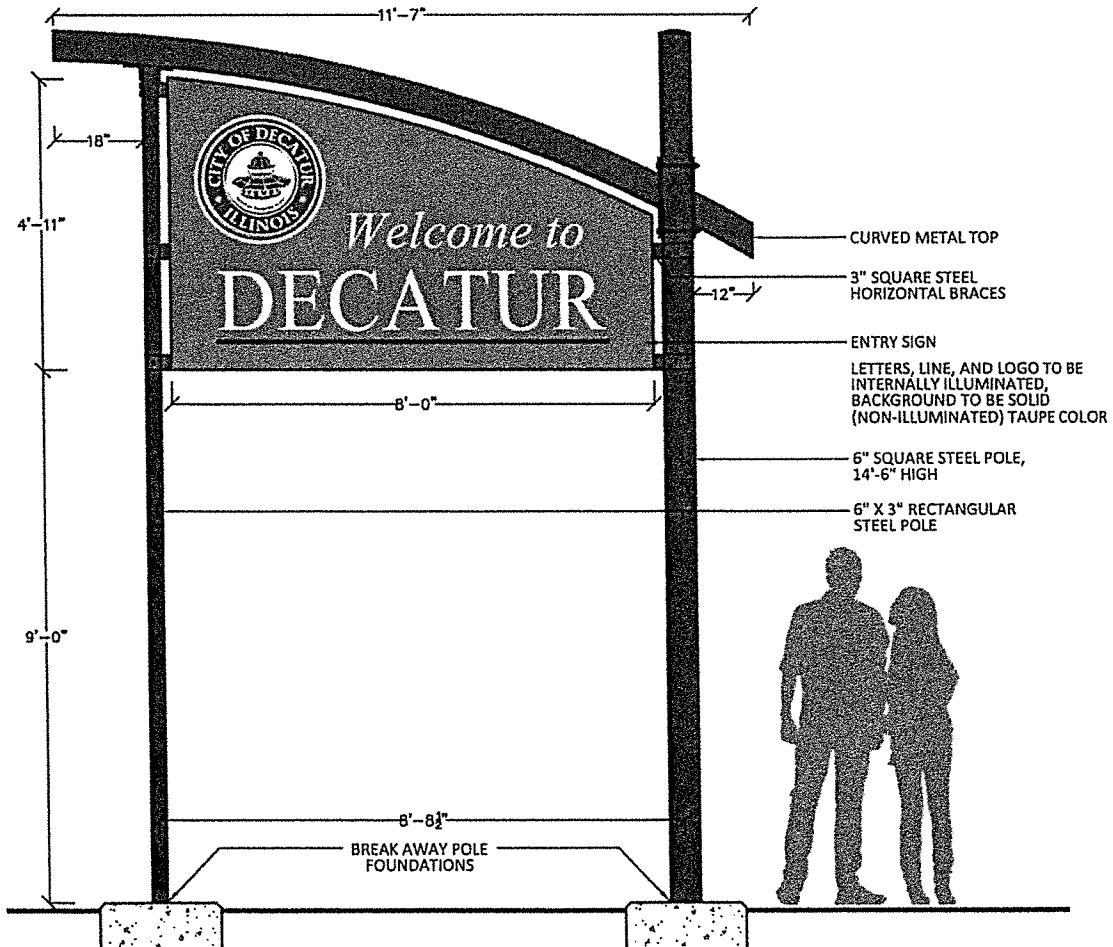
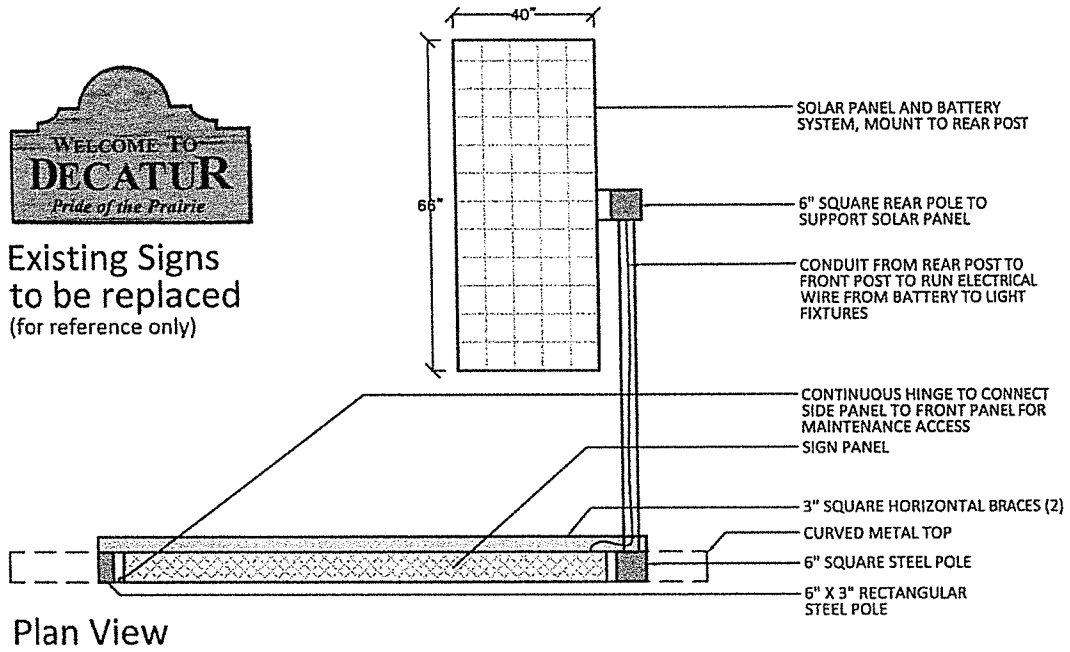
Working closely with city staff and advisory committees, MMA developed a comprehensive restructuring plan for the 30-block area of Downtown Decatur. The plan involved changing the dedicated truck route through the city, reconfiguring streets and parking, and constructing new sidewalks and street crossings. The streetscape improvements included special materials and design of paving, light fixtures, street furnishings and other amenities. The project also included a new ADM Plaza and redesign of Central Park that included custom-designed canopy structures. MMA coordinated the project construction document development and prepared plans and special provisions for enhancement components. The project is being completed in five phases, at a cost of \$15 million.



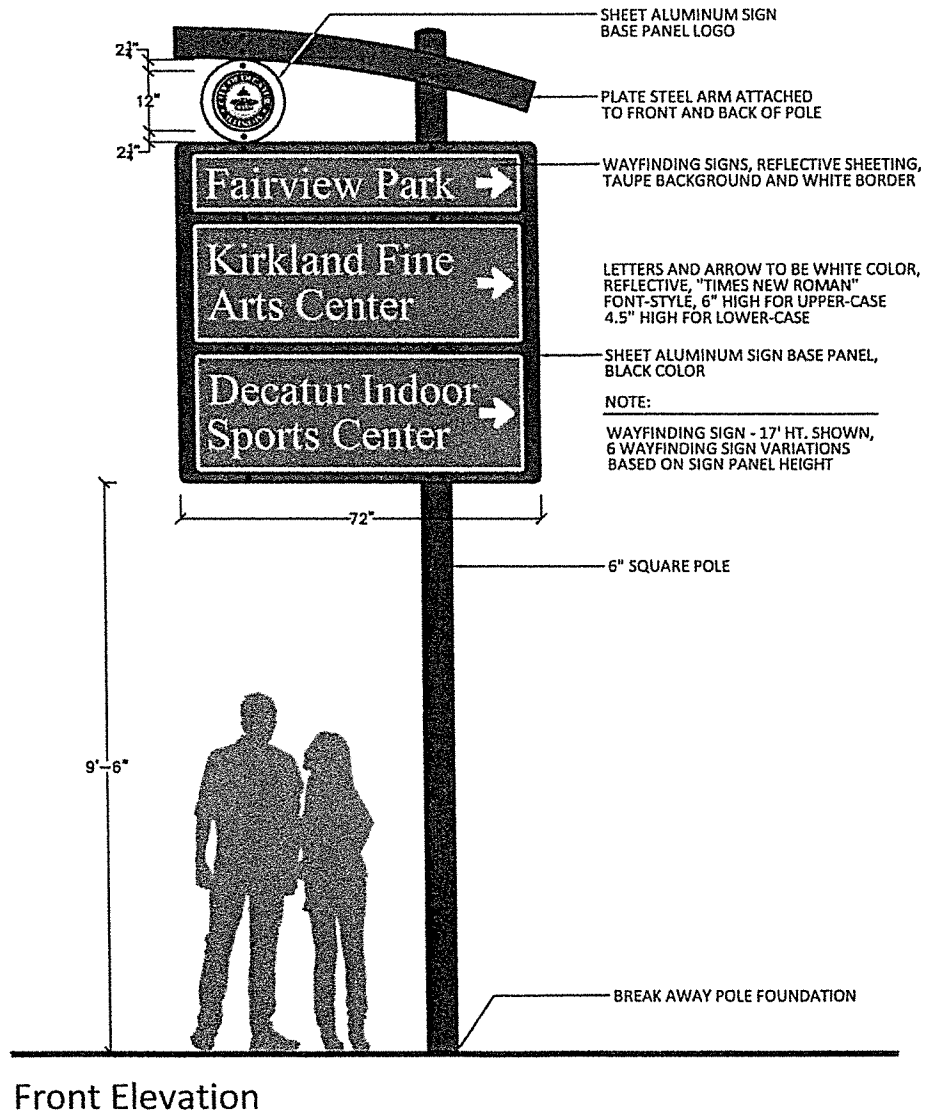
# Entrance Sign



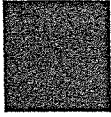
Existing Signs  
to be replaced  
(for reference only)



# Wayfinding Sign







## **The MMA Team**

### *Small Town Roadway Character Areas Pilot Project*

*If awarded this project, MMA staff will provide the scope of services required for this project. No sub-consultants are now anticipated.*

**Sue Massie:                    Project Manager**

Senior partner Sue Massie will manage the project, coordinating the team members, communicating with the town's representatives, and functioning as the point person for interaction with the SSRPC.

Sue Massie, PLA, APA  
MassieMassie+Associates  
1210 South Fifth St.  
Springfield, IL 62703  
suem@massie-massie-associates.com  
Office tele: 217-54-3210x1  
Cell phone: 217-652-7302

**Neil Brumleve:            Production Manager**

Neil Brumleve will coordinate design and exhibit production, attending to schedules of the local town meetings and overall project timeline.

**Kent Massie:             Planning and Design Coordinator**

Kent Massie will coordinate the design of the four community projects as well as the application of treatments to other communities in the county.

**Layne Knoche:            Student Intern Assistant**

Layne Knoche will provide much of the on-site reconnaissance of the four communities and he will be involved in the Preliminary Plan development. Layne will return to UIUC in August, so ending his participation in this project.

Resumes for the principal MMA Team members follow.

# MassieMassie + Associates



## EDUCATION

B.L.A./1974  
Landscape Architecture  
University of Illinois - C/U

## PROFESSIONAL REGISTRATION

IL Licensed Landscape Architect  
#157000011

## PROFESSIONAL AFFILIATIONS

American Planning Association  
State of Illinois Landscape Architecture  
Registration Board,  
Chairman 2014-

MassieMassie+Associates  
Landscape Architecture and Land Planning  
1210 South 5<sup>th</sup> St. Springfield, IL 62703  
217-544-3210  
Massie-Massie-Associates.com

## Resume: Sue Massie, PLA

Senior Planner and Landscape Architect

Sue Massie is the president of Massie Massie & Associates and a principal planner and landscape architect. She serves as project manager and lead planner for various projects. Sue is trained in Illinois Department of Transportation's Context Sensitive Solutions approach to planning and, as projects require, coordinates public involvement using this and other methodologies. She has experience in large-scale land stabilization, reclamation, environmental restoration. Her work includes design of environmentally sustainable, 'green' components including wetlands, prairies and woodlands, rain gardens, bioswales, filter strips and sustainable, low-impact erosion and drainage control.

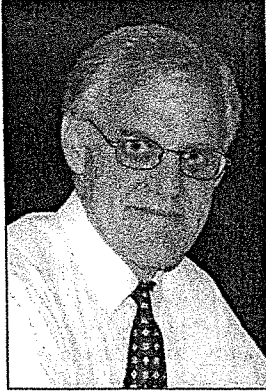
**Master Plan for Downtown Jacksonville, IL.** MMA developed this Master Plan that calls for the dramatic return to the traditional historic character of this early Mid-western town. The Jacksonville community overwhelmingly favored removing the extensive updates made in the 1970s including its one-way traffic, in-fill of downtown streets and modernizing of the town square. The Master Plan shows street and sidewalk alignments restored, in-fill structures demolished and the downtown square designed to recapture the original town plan. Reproduction light fixtures, special paving and period furnishings were specified. To improve safety and access, street crossings were enhanced and some alleyways were adapted for pedestrian use. Special consideration was given to providing accessible and detectable pedestrian circulation to accommodate students from the Illinois schools for both the Deaf and the Visually Impaired located in Jacksonville. MMA also provided construction plans and design and construction-phase services for the first two phases of project implementation.

**Mount Sterling Downtown Revitalization.** MMA is currently designing the downtown of this Brown County city with a population of 2000. Sidewalks and streets are being realigned, and new special surfaces designed. The Capitol Avenue block leading to the County Courthouse is being reworked to be adaptable for street fairs and other public events. New lighting, benches and other amenities are being used.

**Neighborhood of Hope, Springfield, IL.** MMA developed a master plan for rehabilitation of a deteriorated 49-block neighborhood. Key among the recommendations is 1) preserving institutions and significant sites and 2) creating open space for quality of life factors and for storm water control.

**Wabash Crossing Neighborhood, Decatur Housing Authority, Decatur, IL.** MMA developed master plans for redevelopment of 60 acres on the near north side of the downtown where early public housing had been located. Plans included four development phases

# MassieMassie + Associates



EDUCATION  
B.L.A./1973  
Landscape Architecture  
University of Illinois - C/U

PROFESSIONAL REGISTRATION  
IL Licensed Landscape Architect  
#157-000010

PROFESSIONAL AFFILIATIONS  
American Society of Landscape  
Architects (ASLA)

State of Illinois Landscape Architecture  
Registration Board  
2000 to 2008

MassieMassie+Associates  
Landscape Architecture and Land Planning  
1210 South 5<sup>th</sup> St. Springfield, IL 62703  
217-544-3210  
Massie-Massie-Associates.com

## Resume: Kent L. Massie, PLA

Project Manager, Senior Planner and Landscape Architect

Kent Massie is a principal planner and landscape architect at MMA and serves as project manager for various projects. He works closely with clients and stakeholders to identify expectations and to satisfy their needs in the final plans. Kent has graphic design background and contributes his artistic skill to projects. His work includes rough sketches, diagrams, perspective drawings and rendered final plans.

***Downtown Galesburg Strategic Plan for the Future.*** MMA developed long-range plan for the 60-block area of Downtown Galesburg. Meetings were held regularly with city leaders, stakeholder groups and the general public during the 6-month duration of the project. Internet surveys and open houses were structured to maximize community input. The Strategic Plan addressed historic preservation, identified development opportunities, delineated improvements of transportation routes (rail, vehicular, bicycle, pedestrian), identified potential infill opportunities, and recommended implementation strategies by both public and private entities. Guidelines included reducing paved areas particularly in the town square and improving storm water collection.

***Downtown Decatur Rehabilitation.*** A comprehensive restructuring of Downtown Decatur began in 2011 and continued through 2015. Led by Kent Massie and MMA planners, the \$14M project involves reconfiguration of streets and parking, sidewalks and street crossings, street and pedestrian lighting, street furnishings and other amenities. Much of the 30 linear block project area had been modernized in the 1970s much of which proved to be untenable and in the intervening 40 years had deteriorated. New plans involve relocating the state highway route through the city, reducing traffic lane widths, providing additional on-street parking, stabilizing underground vaults, constructing new sidewalks with special paving, installing new distinctive light fixtures and other special lighting systems, and installing various streetscape amenities.

The ***Capitol Avenue Ceremonial Corridor, Springfield, IL*** Kent was the lead landscape architect on the multi-disciplinary design team for the Capitol Avenue streetscape project. The project resulted in an attractive ceremonial corridor appreciated passively by pedestrians and motorists, and actively during parades, street fairs and other special events. Sidewalks will be built with a unifying, attractive pattern and pavement. Street furnishings include large classic street lights, stone monuments with interpretative images, planting areas, ornamental trees and benches.

***Illinois State Capitol Complex, Comprehensive Plan.*** MMA staff was the project landscape architect for this comprehensive, multi-disciplinary study of the 40-block area in downtown Springfield, IL. The study evaluated the infrastructure within the area, each of the

# MassieMassie + Associates



EDUCATION  
B.L.A./2006  
Landscape Architecture  
University of Illinois - UC

PROFESSIONAL REGISTRATION  
IL Licensed Landscape Architect  
157-001366  
MO Licensed Landscape Architect  
LA-2013034716  
Certified Professional in Erosion  
and Sedimentation Control  
CPESC No. 6400

PROFESSIONAL AFFILIATIONS  
American Society of Landscape  
Architects (ASLA)

MassieMassie+Associates  
Landscape Architecture and Land Planning  
1210 South 5<sup>th</sup> St. Springfield, IL 62703  
217-544-3210  
Massie-Massie-Associates.com

## Resume: Neil Brumleve, PLA

Project Manager, Planner and Landscape Architect

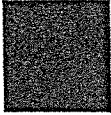
Neil Brumleve manages design projects including parks, schools, churches and commercial facilities. Neil is a certified in erosion and sedimentation control and experienced in technical design of porous and permeable pavements. He manages computer-generated graphics and document production.

**South Main Streetscape and North Main Streetscape, Jacksonville, IL.** Neil was the lead designer for developing detailed plans and specifications for these two projects. Improvements included new sidewalks with special paving, street lights and pedestrian lights, fence and bollards, planting beds and street trees. The South Main project has been completed. Both projects have been completed.

**Revitalization Plan for Downtown Lincoln, IL** involved working with a team of specialized professionals to develop a long-range plan for improving the historic downtown of this county seat. MMA services involved developing layout plans for restructured sidewalks and street rights-of-way, two downtown parks, and the courthouse grounds. Improvements were aimed at solving circulation and access limitations caused largely by downtown grade changes. Highlighting the historic qualities of the city and establishing a unified image of the city are major components of the project.

**Cathedral of the Immaculate Conception, Springfield, IL.** MMA developed concept plans and construction documents for the extensive renovation of this city landmark. The traditional Italian architecture of the cathedral was integrated into the plan for the grounds. The existing walls and fences around the site were removed to create a more open and welcoming appearance. New terraces and courtyards were designed for outdoor gatherings. Low walls, walkways, steps and ramps were added for pedestrian circulation. Private garden areas for quiet reflection were also developed. Native plants were selected for low maintenance and extended flowering.

**Garden Hills Elementary School, Champaign, IL.** MMA worked with the building architect to provide and an addition and renovations to the existing school and grounds. MMA designed a new entrance to the school, a courtyard and other site improvements. Collaborating with the school's curriculum manager to analyze potential for programmed outdoor activities, MMA developed plans for an outdoor art display/activity center, an amphitheater for class gatherings, and student gardens. Sustainable materials and design were utilized at the site. Bioswales planted with native prairie plants collect run-off from parking lots. Trees and shrubs were selected for their bird habitat and fruiting qualities. Recycled permeable pavers, recycled glass aggregate planters, a rainwater harvesting tank, composting areas, and recycling containers also contribute to sustainable living and learning at the school.



## **MMA Work Plan**

### *Small Town Roadway Character Areas Pilot Project*

*The following approach to this project is suggested, based on experience working with communities on civic projects. We are flexible, however, and willing to adjust to suit particular needs of the Regional Planning staff and the four communities involved.*

*MMA will keep SSCRPC up-to-date on progress of the project and review documents with staff as needed. The following is proposed,*

- *Inform SSCRPC of the schedules of meetings with local communities.*
- *Review Preliminary Concept Plans and Final Concept Plans.*
- *Advise of any questions or concerns about the project.*

*At the outset of the project, MassieMassie+Associates would meet with staff of the Springfield and Sangamon County Regional Planning Commission to establish a clear scope of services. Estimated time and fees with a not-to-exceed limit would be agreed upon and a professional service agreement would be executed.*

### **PROJECT TASKS**

1. **SCHEDULE MEETINGS.** MMA contacts representatives of each town to discuss the project and schedule an initial meeting in the community. Representatives would be encouraged to provide a community-wide invitation to maximize participation.

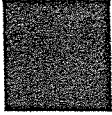
\*MMA informs SSCRPC of meeting schedule.

2. **RECONNAISSANCE AND MAPPING.** MMA reviews existing documents and plans for each community provided by the SSCRPC and the towns themselves. Sites may be visited and documented. Base maps are prepared for sites.

3. **INITIAL MEETINGS.** An initial meeting is held in each town, generally involving a loosely structured discussion to encourage residents to discuss their community's strengths and character and to offer visions for their project. Meetings are expected to be lively and enjoyable for all.

4. **PRELIMINARY ROADWAY CHARACTER PLANS.** MMA develops Preliminary Plans for each of the four community projects. The plans will take into consideration input from the community meetings. Plans will also start to address the objective of developing unifying components that can be applied in other towns in Sangamon County. Review meetings scheduled in each town.

\*MMA informs SSCRPC of meeting schedule and review with staff as needed.



## Project Deliverables

### *Small Town Roadway Character Areas Pilot Project*

*Massie+Associates suggests that the following deliverables be provided during the course of the project. Adjustments can be made to accommodate SSCRPC and the four project communities.*

#### 1. PRELIMINARY ROADWAY CHARACTER PLANS

At the Preliminary Plan Phase, the following will be prepared and presented to the respective communities.

- Plan drawing(s) of the project areas showing existing features (roads, streets, buildings, open space, etc.)
- Overlay with initial ideas of what might be located in various locations with their relationship to each other and to existing conditions.
- Images of elements that could be used.
- Other graphics and narratives that might be useful.

The above information will be provided as a slide show and paper-copy.

For towns that are interested, MMA will help them reach out to others in the community. The slide show can be provided to community leaders to present at civic meetings and community forums. The plans can be posted on village web sites, information and comment sheets distributed, or other mechanisms devised to suit the community.

#### 2. FINAL ROADWAY CHARACTER PLANS

At the Final Plan Phase, MMA will prepare and present the following to each community.

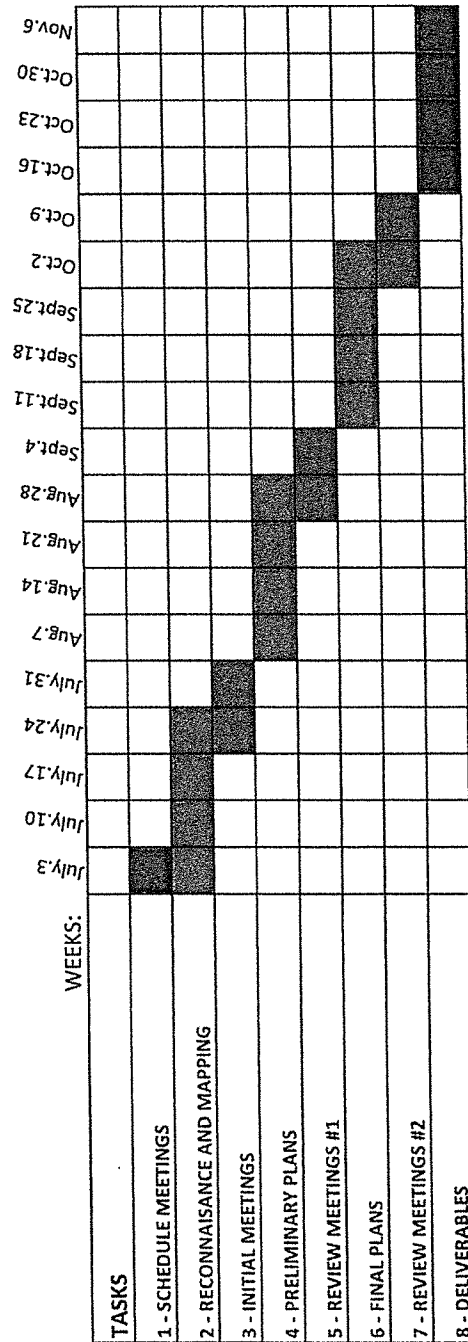
- A narrative of each project, its goals, plan development process, and description of the Final Plans.
- Plans of the project areas showing existing features (roads, streets, buildings, open space, etc.) and proposed plan improvements.
- Dimensioned site drawings for layout of the project.
- Detail drawings of each elements. Custom design pieces will be drawn to scale and labeled with dimensions, materials, colors, etc. Manufactured items will be depicted along with information including manufacturer, contact information, model numbers, and options.
- Itemized budget estimates for the project.
- Sequencing of construction work where applicable.
- Any phasing and priorities that apply.

The above information will be provided as a slide show and paper-copy handouts. Large-scale Final Plans will be mounted on core-board and provided to each community for exhibit.



**Project Schedule**  
*Small Town Roadway Character Areas Pilot Project*

*MMA proposes to execute the project on a timetable similar to this. The goal would be to complete the work well ahead of the 6-month deadline but to allow for contingencies including the possibility that communities are not available to meet at the times shown. This schedule shows the project to be completed in 19 weeks.*





## Professional References

### *Small Town Roadway Character Areas Pilot Project*

#### City of Decatur

*MMA roles in the following projects include development of the master plan, public involvement, coordination of the design team, preparation of construction documents and in some cases construction administration.*

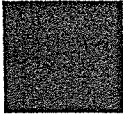
Projects	Downtown Decatur TIF Master Plan West Main Corridor, Phase 1 and Phase 2 Downtown Decatur Rehabilitation (4 phases) Decatur Entrance Corridor Monuments
Contact	Richard Marley, Public Works Director Decatur Civic Center 1 Gary Anderson Plaza Decatur, IL 62526 217.424.2747 <a href="mailto:rgmarley@decaturnet.org">rgmarley@decaturnet.org</a>

#### City of Galesburg

*MMA roles in these projects was development of the master plans, public involvement, coordination of the design team, preparation of construction documents and in some cases construction administration.*

Projects	<i>Strategic Plan for Downtown Galesburg</i> Image Development for Downtown Galesburg, 2015 Design Development of Downtown Public Spaces, 2016 Design of Downtown Park Plaza, 2017
Contact	Mr. Stephen Gugliotta, City Planner Galesburg City Hall 55 West Thompkins Street Galesburg, IL 61401 <a href="mailto:steveg@ci.galesburg.il.us">steveg@ci.galesburg.il.us</a> 309.345.3637





**MMA Preliminary Budget**  
*Small Town Roadway Character Areas Pilot Project*

*This proposal utilizes the maximum allowable budget to provide a reasonably complete process of working with the four community to develop and refine their plans. MMA has assumed that services and deliverables will meet the standards of our profession.*

TASKS	S. Massie Sr. LA-1	K. Massie Sr.LA-2	N. Brumleve LA	L.Knoche LA intern	hours by task
1 - SCHEDULE MEETINGS	2				2
2 - RECONNAISSANCE AND MAPPING			12	24	36
3 - INITIAL MEETINGS	8		8	8	24
4 - PRELIMINARY CONCEPT PLANS	8	16	24	48	96
5 - REVIEW MEETINGS #1	2		8	8	18
6 - FINAL CONCEPT PLANS	8	16	24		48
7 - REVIEW MEETINGS #2	8		8		16
8 - DELIVERABLES	24	16	24		64
<b>TOTAL HOURS</b>	<b>60</b>	<b>48</b>	<b>108</b>	<b>88</b>	<b>304</b>
<b>HOURLY FEES</b>	<b>\$ 110.00</b>	<b>\$ 110.00</b>	<b>\$ 90.00</b>	<b>\$ 30.00</b>	
<b>FEE EXTENSIONS</b>	<b>\$ 6,600</b>	<b>\$ 5,280</b>	<b>\$ 9,720</b>	<b>\$ 2,640</b>	
<b>TOTAL FEES - MMA</b>					<b>\$ 24,240</b>
<b>DIRECT EXPENSES</b>					<b>\$ 760</b>
Travel - 500 mi. @ 0.50 / \$250.0					
Exhibits and printing / \$510.00					
<b>TOTAL PRELIMINARY BUDGET</b>					<b>\$ 25,000</b>

1  
2  
3  
4  
5

**ATTACHMENT B**  
**Certificate of Liability Insurance, Dated Dec. 30, 2016**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/30/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**PRODUCER** 1-800-527-9049  
**Holmes Murphy and Associates**  
 - Peoria  
 311 S.W. Water Street  
 Suite 211  
 Peoria, IL 61602-4108

**INSURED**  
**Massie Massie & Associates Inc**  
 1210 S. 5th Street  
 Springfield, IL 62703

**CONTACT NAME:** Traci Stoecker  
**PHONE (A/C, No, Ext):** 800-527-9049 **FAX (A/C, No):**  
**E-MAIL ADDRESS:**  
**INSURER(S) AFFORDING COVERAGE** **NAIC #**  
**INSURER A:** TRAVELERS IND CO 25658  
**INSURER B:** TRAVELERS PROP CAS CO OF AMER 25674  
**INSURER C:** Travelers 37885  
**INSURER D:**  
**INSURER E:**  
**INSURER F:**

**COVERAGES** **CERTIFICATE NUMBER: 48834929** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			6801H7850801647	08/28/16	08/28/17	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			BA5935L155	08/28/16	08/28/17	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N		UB6932Y841	08/28/16	08/28/17	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	<input checked="" type="checkbox"/> Professional Liability Claims Made			106654542	01/13/17	01/13/19	Each Claim 1,000,000 Aggregate 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER** **CANCELLATION**

Information Only

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE  
*Paula Stoecker*