



**CONTRACT  
AMENDMENT**

This Amendment #2 (“Amendment”) to Contract #20240053 – Consultant for Comprehensive Planning Services & 2026 EAR (“the Contract”), by and between the City of Port St Lucie (“City”) and the Consultant, as defined below, shall be effective as of the date this Amendment is fully executed.

<b>Consultant’s Full Legal Name:</b>	Inspire Placemaking Collective, Inc.
<b>Solicitation No./Event ID:</b>	20240053
<b>Solicitation Title/Event Name:</b>	Consultant for Comprehensive Planning Services & 2026 EAR
<b>Contract Award Date:</b>	August 12, 2024
<b>Initial Contract Term:</b>	August 18, 2024 through August 18, 2026
<b>Current Contract Expiration Date:</b>	August 18, 2027
<b>Requested Contract Expiration Date:</b>	August 18, 2027 (no change)
<b>Initial Contract Amount:</b>	\$199,815.00
<b>Current Contract Amended Amount:</b>	\$199,815.00
<b>Requested Financial Change Amount:</b>	\$54,125.00 with optional services not to exceed an additional \$14,750.00
<b>New Contract Amount:</b>	\$253,940.00 with optional services not to exceed for a total of \$268,690.00.
<b>Amendment No.:</b>	2
<b>Amendment Type:</b>	<b>Increase of Commodities</b>

**WHEREAS**, the Contract, including any previous amendments, is in effect through the Current Contract Expiration Date, as defined above; and

**NOW THEREFORE**, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:


The following modifications to the Terms and Conditions contained in Contract are hereby incorporated and made a part of that Contract.

- 1. INCREASE OF COMMODITIES.** The Consultant shall provide the additional services as set forth in the proposal dated March 31, 2026. If a conflict exists between Exhibit A and the Contract or Amendment, the conflict shall be resolved in favor of the Contract or Amendment.
- 2. INCREASE IN COST.** The cost of the additional scope of this Amendment shall be as quoted in Exhibit A, for a total of \$54,125.00. There is also an optional Task 3, which shall be at the rate set forth in Exhibit A, not to exceed a total of \$14,750.00, as approved at the City's discretion. The parties agree that the City may exercise the Task 3 option(s) (including approval of the number of briefings) via email approval from the City's Project Manager.
- 3. SUCCESSORS AND ASSIGNS.** This Amendment shall be binding upon and inure to the benefit of the successors and permitted assigns of the parties hereto.
- 4. ENTIRE AGREEMENT.** Except as expressly modified by this Amendment, the Contract, including any written amendments thereto, shall be and remain in full force and effect in accordance with its terms and shall constitute the legal, valid, binding, and enforceable obligations of the parties. This Amendment and the Contract, including any written amendments thereto, collectively, are the complete agreement of the parties and supersede any prior agreements or representations, whether oral or written, with respect thereto.

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IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed by their authorized representatives.

**CONSULTANT**

<b>Consultant's Full Legal Name: (PLEASE TYPE OR PRINT)</b>	Inspire Placemaking Collective, Inc.
<b>Authorized Signature:</b>	
<b>Printed Name and Title of Person Signing:</b>	George Kramer, President
<b>Date:</b>	4/10/26
<b>Company Address:</b>	4767 New Broad St., Orlando, FL 32814

**CITY OF PORT ST. LUCIE**

<b>Authorized Signature:</b>	
<b>Printed Name and Title of Person Signing:</b>	Caroline Sturgis, Director, Office of Management & Budget, and Procurement
<b>Date:</b>	
<b>City Address:</b>	121 S.W. Port St. Lucie Blvd., Port St. Lucie, FL 34984



## Exhibit A

March 31, 2026

Mary Savage-Dunham  
Director of Planning and Zoning  
Port St. Lucie, Florida

Reference: Comprehensive Plan Update – Additional Services

Dear Mary:

Inspire Placemaking Collective, Inc. (Inspire) appreciates the opportunity to submit this proposal to modify the original scope of services to accommodate an additional workshop, allow for the possibility of additional workshops or briefings, and account for state coordinated review rather than the expedited review process originally scoped.

This proposal is based on our meeting on March 10, 2026, and provides a brief description of our understanding of the requested services, the proposed scope of work, and associated fees. This additional services proposal is solely intended for the services described below. Use of this proposal and resulting documents, including final deliverables, is limited to the above-reference project and client. No other use is authorized by Inspire.

### Project Information

It is our understanding that the City of Port St. Lucie desires Inspire to provide additional services associated with facilitating an additional workshop with City Council and assisting with revisions that may result from the state coordinated review process.

### Scope of Services

The following scope of services will be undertaken by Inspire.

#### **Task 1. Facilitate Workshop / Revisions.**

As requested by staff, the originally planned joint workshop with the Planning & Zoning Board and City Council will instead be conducted as a workshop with the City Council to review several Comprehensive Plan elements. Inspire will facilitate this workshop, as originally scoped, to review the first group of plan elements listed below.

##### **Workshop #1**

- Future Land Use

- Transportation
- Public School Facilities
- Intergovernmental Coordination
- Economic Development

A second workshop will be scheduled and facilitated by Inspire. During this workshop, Inspire will present a second group of plan elements. These workshops will provide a structured environment for City Council members to ask questions, discuss priorities, and provide guidance to inform revisions.

### **Workshop #2**

- Housing
- Recreation and Open Space
- Conservation and Coastal Management
- Infrastructure
- Capital Improvements

Inspire will document comments and action items, summarize policy direction, and update the draft Comprehensive Plan elements to reflect the feedback received prior to the transmittal and adoption hearings. This task also includes the attendance of NUE Urban Concepts at workshops and hearings, which were not included in the originally scope.

### **Task 1. Deliverables**

- Facilitation of one (1) additional City Council workshop (the other workshop was included in the original scope and fees)
- Summary memo documenting comments, policy direction, and recommended actions for presentation to the Planning & Zoning Board
- Five progress meetings

### **Task 2. Objections, Recommendations, and Comments (ORC) Report**

The original scope of work assumed the Comprehensive Plan update would be adopted prior to the Evaluation and Appraisal Report (EAR) letter due date (September 1, 2026). Considering the delays caused by unforeseen circumstances, the plan will not be adopted prior to that date. As a result, the Comprehensive Plan update will be subject to the state coordinated review process. While we do not expect to receive extensive comments from reviewing agencies, this task accounts for the potential review and incorporation of objections, recommendations, and comments (ORC) issued by the State and reviewing agencies.

### **Task 2. Deliverables**

- Element updates based on ORC
- Three progress meetings

### **Task 3. Council Briefings (optional)**

The Fee Schedule below outlines the cost per individual virtual briefing, should staff request our assistance in facilitating them.

### **Task 3. Deliverables**

- Presentation
- One virtual meeting

- Follow up/notes

## City Responsibilities

The City will be responsible for the following activities:

- Ensuring the attendance of relevant staff at workshops
- Scheduling the two workshops with City Council
- Providing timely reviews and comments to Inspire to avoid delays in the project schedule

## Fees

Our professional fee for the above-described services shall be a lump sum of \$54,125 to be invoiced on a percent complete basis.

Task	Fee
Task 1. Facilitate Workshop / Revisions	\$32,380.00
Task 2. Update Plan based on ORC	\$21,745.00
<b>Total</b>	<b>\$54,125.00</b>
Task 3. Up to five individual Virtual Briefings (optional - \$2,950 per briefing)	\$14,750.00

Should City Council request additional workshops or briefings beyond those described above, the workshop cost noted above will apply for each workshop requested. Individual Council briefings, if requested, may be conducted virtually at the rate noted above per briefing, which includes scheduling, preparation, and facilitation.

## Schedule

The proposed services are estimated to be completed within seven (7) months from the issuance of a notice to proceed.

## Authorization

Inspire will perform this scope of services in accordance with the terms of Contract #20240053 for Comprehensive Planning Services and 2026 EAR, dated August 15, 2024.

If you elect to accept our proposal by issuing a purchase order, then please specifically reference this proposal date. Your purchase order will be an acceptance of our Agreement for services and an authorization to proceed with the performance of our services.

If you choose to accept this proposal by e-mail, your reply e-mail acceptance will serve as your representation to Inspire that you have reviewed the proposal and hereby accept as written.

## Closure

We appreciate the opportunity to be of service to you. If you have any questions regarding the outlined scope of services, or if we may be of further assistance, please do not hesitate to contact us.

Sincerely,

**Inspire Placemaking Collective, Inc.**



Patricia A. Tyjeski, AICP  
Principal/Project Manager

Attachment: Updated project schedule

