



AGENDA ITEM SUMMARY FORM

MEETING DATE: July 23, 2024

PREPARED BY: Otis T. Spriggs, AICP, Director of Development Services

AGENDA CONTENT: Discussion and possible action on the rejection of GLO Resilient Communities RFP's submitted.

AGENDA ITEM SECTION: Consent Agenda

BUDGETED AMOUNT: \$270,000

FUNDS REQUESTED: N/A

FUND: ARPA

EXECUTIVE SUMMARY: Development Services is requesting that the previous RFP's submitted be rejected by City Council for the GLO Resilient Communities Grant, which will fund the new Comprehensive Master Plan and upgrades to the Building Codes.

Prior to grant award, staff solicited for RFP's, but did not receive an overwhelming response from the Comprehensive Design firms. We were strongly encouraged to apply in-house to be more competitive in the GLO Grant application process, instead of going through a third-party. We successfully awarded the \$270,000 Resilient Communities Program grant, with no matching funds required.

Also, to make the process more organized, we felt it would be best to divide the project scope, so that design professionals could compete, as well as Building Code experts for the added award for building code updates. The procurement schedule will be as follows:

- August 12, 2024: Potential RFP Submission deadline at 2:00 PM: Process for selecting Consultants: Publish for RFP 2x.
- August 27, 2024: City Council selection of Consultants for the Comp Plan & Building Code Upgrade
- August 27, 2024: City Council appointments for CPAC Comprehensive Plan Advisory Committee

RECOMMENDATION: Staff recommends that City Council reject the two submitted RFP's to move forward with reissuing a new/revised RFP in compliance with the HUD procurement guidelines.