

**TO:** Mayor and City Council of the City of Dacula  
**FROM:** Brittni Nix, Director of Planning & Economic Development  
**DATE:** December 28, 2022  
**SUBJECT:** Request for Proposals – 2050 Comprehensive Plan

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The City must submit an updated and approved Comprehensive Plan to the Department of Community Affairs by February 2024 to maintain Qualified Local Government status. The planning process for a Comprehensive Plan takes approximately 9-months after the bid is awarded. Staff recommends beginning the bid process immediately to ensure sufficient time.

City staff compiled a Request for Proposal (RFP) for Dacula's 2050 Comprehensive Plan for your review and approval so staff may begin the bid process. Staff requests the Mayor and City Council approve the RFP as provided and grant authorization to solicit for public bids.

Best Regards,

Brittni Nix, Director of Planning & Economic Development