

CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY PLANNING DIVISION

SUBMITTER: Matthew Manley **MEETING DATE:** November 3, 2022

AGENDA SECTION: New Business DEPARTMENT: Community

Development

TITLE OF ITEM: Recommendation for 2045 Comprehensive Plan Consultant

SUGGESTED MOTION(S):

I move the City Council adopt a Resolution directing the City Manager to negotiate a contract with Cole Jenest & Stone|Bolton Menk Inc. to provide Professional Community Planning Services for the 2045 Comprehensive Plan Project, based on their review as most qualified firm to perform the work and authorize the City Manager to negotiate with the next most qualified firm, based on the presented rankings, if the initial negotiations fail.

SUMMARY: The Planning Board is recommending that the consulting firm of Bolton & Menk be awarded the contract to conduct the 2045 Comprehensive Plan for the City of Hendersonville.

A total of 5 firms submitted proposals in response to the City's RFP for the Comprehensive Plan update. An internal team of City Staff, comprised of representatives from Planning, Downtown, Engineering and Public Works, reviewed the 5 proposals and short-listed 3 firms for interviews. The Planning Board's Long Range Planning Committee (LRPC) reviewed the proposals from those 3 firms. The internal Staff team, along with a representative from the LRPC, conducted the interviews. At the conclusion of the interviews, the LRPC reconvened to discuss the 3 proposals and the results of the interviews. At the conclusion of this selection process, there was a clear consensus that the Bolton & Menk team presented an optimal combination of experience, skills and approach to achieve the stated outcomes of the 2045 Comprehensive Plan.

In addition to conducting the Comprehensive Plan, the RFP included a request to provide a budget to complete 3 "add-alternate" products which included a Downtown Master Plan, a Transportation Plan and Zoning Code revisions.

Is this expenditure approved in the current fiscal year budget? Yes

Budget Amount? \$200,000

ATTACHMENTS:

- 1. Resolution for the Professional Community Planning Services selection of Cole Jenest & Stone|Bolton Menk, Inc. for the 2045 Comprehensive Plan project.
- 2. Cole Jenest & Stone|Bolton Menk, Inc.