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## **DDA ACTION SUMMARY SHEET**

**MEETING DATE:** January 21, 2025

**TOPIC** Request for Proposals – Architectural Services

**BACKGROUND BRIEF:**

The next steps of the Lumber Yard Project involves a series of RFP processes to move forward with design and construction drawings. First, we will get going on services for the buildings and reuse approach we are doing with the three main existing structures on site. The Main Barn, Supply House and Coal Office (old LO Lumber Shop).

Attached is the proposed RFP. The Directoir would coordinate this through the Village Clerk and attach a package of supporting documents to guide any submission towards both the intent of the DDA in redevelopment and the time and cost structure sought.

A short presentation will be given at the meeting and direction sought, leading to the issuance of a RFP for this next step.

**FINANCIAL IMPACT:**

**None**

**RECOMMENDED MOTION**

To approve Request for Proposals: LODDA-25-0001 Design and Architectural Services, for the Lumber Yard at Paint Creek, as presented, and authorize the Executive Director to finalize all legal compliance, publish and coordinate registration and opening with the Village Clerk on a date no later than February 12, 2025.