

CITY OF LYNDEN



EXECUTIVE SUMMARY

Meeting Date:	April 1, 2024	
Name of Agenda Item:	BHC Consultants: 2025 Periodic Update - Professional Services Agreement and Scope of Work	
Section of Agenda:	Consent	
Department:	Community Development Department	
Council Committee Review:	<input checked="" type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input type="checkbox"/> Other: <u> Mayor </u>
		Legal Review:
		<input type="checkbox"/> Yes - Reviewed <input checked="" type="checkbox"/> No - Not Reviewed <input type="checkbox"/> Review Not Required
Attachments:		
<ul style="list-style-type: none"> • 2025 Periodic Update: Professional Services Agreement with BHC Consultants, LLC • Exhibit A: Scope of Work • Certificate of Insurance 		
Summary Statement:		
<p>The Planning Division has selected BHC Consultants, LLC to work with staff on the 2025 update to the City's Comprehensive Plan. The update will be substantial, requiring coordination with Whatcom County, and the Dept of Commerce and will be completed by the end of 2025. The Scope of Work, explaining the work that they will be conducting, is attached as Exhibit A.</p> <p>Funding for this update and for these consultant services is coming from the Dept of Commerce. That grant contract (No. 24-63335-056) was reviewed and approved by the City Council at the February 20 meeting.</p>		
Recommended Action:		
<p>Motion to approve the attached Scope of Work related to the City's Comprehensive Plan Update and authorize the Mayor's signature on the Professional Services Agreement with BHC Consultants, LLC.</p>		