



**AGENDA ITEM SUMMARY FORM**

**PROPOSED MEETING DATE:** April 17, 2024  
**PREPARED BY:** Scott Jones, Director  
**DEPARTMENT:** Economic Development

**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action on the selection and award for the Mixed Use Sports/Entertainment Development Feasibility Study services for the 236-acre East Manors Development No. 1 property.

**BACKGROUND/SUMMARY:**

The Department of Economic Development sought proposals for a qualified firm to provide a Feasibility Study to determine the most advantageous mix of economic development and public uses for the 236-acre East Manors Development No. 1 property. Nine qualified proposals were received with the highest-priced proposal received being \$546,000 and the lowest-priced proposal being \$245,000. The Selection Committee, made up of the City Manager, Economic Development Services Director and the Development Services Director reviewed and scored the nine applicants weighing factors that included each firm’s experience and qualifications, the project team involved, the project approach and timeline, the costs and fee schedule, and past performance and service on similar assignments. Attached is the list of responding firms and the Request for Proposal previously approved by the City Council.

**LEGAL REVIEW:** Yes, Veronica Rivera, Assistant City Attorney

**FISCAL IMPACT:**

**PRESENTATION:** No

**ATTACHMENTS:** Yes

- Request for Proposals
- List of Responding Firms

**STAFF RECOMMENDATION:**

Staff recommends City Council authorize the City Manager to select and award the Mixed Use Sports/Entertainment Development Feasibility Study services for the 236-acre East Manors Development No. 1 property to a consultant from the list of responding firms based on his and the selection committee’s input and scoring of the Request for Proposals in an amount not to exceed \$546,000, and to negotiate and execute a final service contract with the consultant selected.

**CITY COUNCIL:** **Recommend Approval**      **Disapproval**      **None**