



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: November 3, 2021
PREPARED BY: Scott Dunlop, Interim City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on RFQ 2021-49, a Space Needs Assessment and Facilities Master Plan Request for Qualifications.

BACKGROUND/SUMMARY:

This RFQ once awarded will allow for a consultant to determine the space needs for existing and future city facilities like City Hall, Police Station, Public Works, Library, and Multigenerational Recreation Center. Having this data will inform what city facilities we should recommend to bond next and the appropriate size of those facilities.

LEGAL REVIEW: Yes
FISCAL IMPACT: Yes – budgeted \$20,000 but scope increased so requested budget is \$50,000
PRESENTATION: No
ATTACHMENTS: Yes

- RFQ 2021-49

STAFF RECOMMENDATION:

It is the City staff's recommendation that the City Council approve RFQ 2021-49 Space Needs Assessment and Facilities Master Plan.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**