



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: February 2, 2022
PREPARED BY: Scott Dunlop, Interim City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on RFQ 2021-49 City of Manor Space Needs Assessment and Facilities Master Plan.

BACKGROUND/SUMMARY:

RFQ 2021-49 will establish a 20 year Facilities Master Plan for the city and include space need assessments for city hall, police, public works, library, and multigenerational rec center. We received 6 proposals and the staff committee has reviewed them and interviewed the top two scoring candidates. The selected consultant will enter contract negotiations which will come back to the City Council for approval.

LEGAL REVIEW: Yes
FISCAL IMPACT:
PRESENTATION: No
ATTACHMENTS: Yes

- Staff recommendation
- Recommended proposal

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the City Council select PGAL to enter contract negotiations for RFQ 2021-49 City of Manor Space Needs Assessment and Facilities Master Plan.

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