



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: January 19, 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 invited the top two scoring candidates for interviews. We are working to schedule those interviews before this Council meeting to provide a complete committee recommendation. If interviews aren't completed prior to this meeting staff will provide a recommendation on a consultant at the February 2nd meeting. 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

- Proposals

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the City Council discuss RFQ 2021-49 City of Manor Space Needs Assessment and Facilities Master Plan.

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