



Memorandum

Meeting Details: March 13, 2024, BOC Regular Meeting

Prepared For: Honorable Mayor Rostek and Board of Commissioners

From: Community Development Department

Subject: RFQ 23-12, Planning Services to Create and Implement a New City Master Plan

Background:

In November 2023 the City of Madeira Beach created and submitted RFQ 23-12, Planning Services to Create and Implement a New City Master Plan. The city received three applications. Kimley-Horn ranked as the top applicant from the selection committee. Kimley-Horn presented an overview of the Master Plan and scope of work at the BOC Workshop on February 28th (attached).

Discussion:

The Board of Commissioners needs to provide direction on whether to proceed with the firm Kimley-Horn for RFQ 23-12, Planning Services to Create and Implement a New City Master Plan.

Recommendation(s):

The selection committee reviewed and scored all applicants for RFQ 23-12 and Kimley-Horn was the highest ranking applicant. Staff recommends proceeding with Kimley-Horn for RFQ 23-12.

Fiscal Impact or Other:

The anticipated cost for RFQ 23-12 is \$150,000

Attachments:

- RFQ 23-12, Planning Services to Create and Implement a New City Master Plan.
- Kimley-Horn Submittal for RFQ 23-12
- Kimley-Horn presentation from BOC Workshop 02.28.2023