



Memorandum

Meeting Details: April 10, 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.

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. Kimley-Horn updated the Scope of Services with comments from the Board of Commissioners and staff and provided a signed consulting and design services agreement (attached).

Recommendation(s):

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:

- Madeira Beach Master Plan Scope of Services
- Consulting and Design Services Agreement