



## **CITY OF ORLAND STAFF REPORT**

### **MEETING DATE: March 18, 2025**

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**TO:** Honorable Mayor and City Councilmembers

**FROM:** Pete Carr, City Manager

**SUBJECT:** **RFP for Planning Design Consultants** (Discussion/Action)

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#### **BACKGROUND:**

City Council has discussed and refined over several recent meetings its desire to add visionary, architectural and engineering design guidance into planning for the City's transportation infrastructure and neighborhood development – both commercial and residential. At the February 16, 2025, meeting Council considered proposed lists of potential design consultants and directed Staff to pursue an engagement with GHD for transportation planning while drafting a request for proposals (RFP) for initial consideration of design standards.

#### **ANALYSIS:**

A draft RFP is proposed with the following features:

- Scope includes professional review of existing design standards and a report to Council outlining recommendations for changes;
- Process includes two days of community outreach meetings to share the City's design standards and collect public input on desired improvements; and
- Four weeks for firms to respond with proposals including price.

Attachment: Draft RFP for Preliminary Review of Design Standards

#### **RECOMMENDATION:**

Approve the RFP as presented (or as amended) and authorize Staff to publish it.

#### **FISCAL IMPACT OF RECOMMENDATION:**

Unknown pending receipt of proposals and Council selection of contractor.