

CITY OF RICHLAND CENTER

AGENDA ITEM DATA SHEET

Agenda Item: Zoning Code Modification

Meeting Date: 2/7/2023

Requested by: Ashley Oliphant, City Administrator

Background:

The Zoning Code contained within the City of Richland Center's Code of Ordinances needs modernization. The code is difficult to navigate, challenging to reference, and limits one's ability to understand the entirety of its contents reasonably and adequately. The current code is difficult to traverse for both City personnel and the public.

To address the current deficits as well as ensure zoning regulations are reflective of the values, objectives, and prioritization of public safety in Richland Center, vendors were contacted to provide quotes for a repeal and replacement of the zoning code. Two of the three vendors indicated this project would take approximately 18 months at a cost of \$75,000 to \$100,000. The third vendor, Vierbicher, offered their services at a significantly lower cost and were willing to expedite the process.

After meeting with three qualified vendors and reviewing their proposals, it is recommended to engage in consulting services with Vierbicher for a zoning ordinance review and update at a cost not to exceed \$25,000 with an expected completion date of July or August 2023.

Financial Impact: \$25,000

Fund: 2023 Outlay, budgeted expense

Motion: Motion to waive the bidding requirements and authorize the City Administrator to engage with Vierbicher for the purpose of a zoning ordinance review and update at a cost not to exceed \$25,000.

Attachments: Vierbicher's Proposal