



## CITY COUNCIL COMMUNICATION

**DATE:** November 6, 2023

**FROM:** Ryan Nolting, Parks & Recreation Director

**AGENDA ITEM:** Discussion on selecting MHS Planning & Design for the conceptual design of the proposed Downtown Park.

**SUMMARY:**

- The Sanger 2040 Comprehensive Plan identifies a new park in Downtown Sanger.
- August 21, City Council approved an RFQ for Conceptual Design for a new Downtown Park.
- Utilization of design services will allow for a more comprehensive and customized plan for a future downtown park.
- The Sanger Development Corporation (4B) has allocated funding for the conceptual design services.
- There was only one proposal received.
- Staff has evaluated the response per the criteria established in the RFQ.
  - Overall responsiveness and quality of the proposal in clearly stating an understanding of the project.
  - Experience and knowledge in developing similar plans by consultant personnel who will be directly involved with the project.
  - The experience and availability of support staff for the project.
  - The ability to complete the plan within the given timeframe.
  - References.
- Staff has determined that MHS Planning & Design is qualified to perform the task.

**FISCAL INFORMATION:**

Budgeted: Yes

Amount:

GL Account: 76-6117

**RECOMMENDED MOTION OR ACTION:**

Discussion item only.

**ATTACHMENTS:**