



CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor Recommendation for RFP-0003-25 Zoning Ordinance and Overlay District Rewrite Consultant Services

AGENDA SECTION: *(check all that apply)*

☐ PRESENTATION ☐ PUBLIC HEARING ☐ CONSENT AGENDA ☐ OLD BUSINESS
☒ NEW BUSINESS ☐ OTHER, PLEASE STATE: [Click or tap here to enter text.](#)

CATEGORY: *(check all that apply)*

☐ ORDINANCE ☐ RESOLUTION ☒ CONTRACT ☐ POLICY ☐ STATUS REPORT
☐ OTHER, PLEASE STATE: [Click or tap here to enter text.](#)

ACTION REQUESTED: ☒ DECISION ☐ DISCUSSION, ☐ REVIEW, or ☐ UPDATE ONLY

Previously Heard Date(s): [Click or tap to enter a date.](#) & [Click or tap to enter a date.](#)

Current Work Session: [Click or tap to enter a date.](#)

Current Council Meeting: Monday, July 28, 2025

SUBMITTED BY: Tanisha Boynton, Procurement Official and Shawanna Qawiy, Division Director, Community Development

PRESENTER: Tanisha Boynton, Procurement Manager and Shawanna Qawiy, Division Director, Community Development

PURPOSE: Seeking approval to award RFP-0003-25, Zoning Ordinance and Overlay District Rewrite Consultant Services to Inspire Placemaking Collective, Inc..

FACTS: Solicitation: On April 18, 2025, the City issued Request for Proposals (RFP) RFP-0003-25, Zoning Ordinance and Overlay District Rewrite Consultant Services. This is a vendor recommendation for RFP-0003-25 for consultant work for Zoning Ordinance and Overlay District Update. This work encompasses an activity from the Stonecrest 2038 Comprehensive Plan 5-Year Update, Community Work Plan G1: Invest in Stonecrest City Center and G1-3: Update Stonecrest's Zoning and Overlay District and ordinances to reflect desired density, intensity, and use for parcels citywide. The solicitation was advertised on Bidnet and the City's website. The RFP was broadcast to one thousand three hundred and sixty-nine (1,368) companies with proposals due May 13, 2025. In addition to submitting proposals, proposers were



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also required to submit price proposals. **Submittals:** A total of three (3) proposals were received in response to this solicitation. **Proposers:** 1. Inspire Placemaking Collective, Inc., 2. Sizemore Group, LLC, 3. SLV Enterprises, LLC. The Procurement Department conducted an internal review of each proposal and deemed all three (3) proposals responsive to the solicitation and its requirements. **Evaluation Committee:** The Evaluation Committee members were Lakeisha Gaines, Director of Finance, Reginald Powell, Operations Manager, and Shawanna Qawiy, Division Director, Community Development. **Evaluation Process:** The proposals were evaluated in Bidnet. **Evaluation Criteria:** Profile of Firm/Individual (25 possible max. points), Qualifications and experience of Firm/Team/Individual (25 possible max. points), Approach (35 possible max. points), References (5 points), and Price Proposal (Fees) (10 possible max. points) with the potential of 100 points. The solicitation required proposers to receive a minimum of seventy (70) points or higher for their average proposal score to be considered responsible to the solicitation and its requirements. Proposers receiving fewer than seventy (70) points for their average proposal score price proposals were not opened and were not eligible to not move forward in the evaluation process. Inspire Placemaking Collective, Inc. received 74.67 points, Sizemore Group, LLC received 80.00 points, and SLV Enterprises, LLC received 68.67 points. The price proposal submitted by SLV Enterprises, LLC, was not reviewed as they did not receive the minimum seventy (70) points for their proposal. Upon completion of the evaluation process, Inspire Placemaking Collective, Inc. received 84.67 points and Sizemore Group, LLC received 84.31 points. Inspire Placemaking Collective, Inc. was selected as the Number One (1) ranked firm. **Recommendation:** Based on the foregoing, it is recommended that the City Council approve and authorize the Mayor and City Clerk to execute a contract with Inspire Placemaking Collective, Inc. for a not to exceed amount of \$148,105.00 for Zoning Ordinance and Overlay District Rewrite Consultant Services. Community Development Department is requesting authorization to issue Purchase Orders for each task to be performed by the Firm. The Director of Finance and City Manager is seeking authorization to make payment from GL 100-741-521200 - Professional Services.

OPTIONS: Approve, Deny, Defer [Click or tap here to enter text.](#)

RECOMMENDED ACTION: Approve Staff recommends approval of a contract with Inspire Placemaking Collective, Inc. for Zoning Ordinance and Overlay District Rewrite Consultant Services for a not to exceed amount of \$148,105.00.

ATTACHMENTS:

- (1) Attachment 1 - RFP-0003-25, Zoning Ordinance and Overlay District Rewrite Consultant Services Solicitation Package (Final) and Broadcast Information
- (2) Attachment 2 - Proposals Submittal Sheet & Procurement Department Internal Vetting Form
- (3) Attachment 3 - Inspire Placemaking Collective, Inc. Proposal and Price Proposal Submittal
- (4) Attachment 4 - RFP-0003-25 – Evaluation Committee Ranking and Final Selection Scores
- (5) Attachment 5 - Professional Services Agreement – Inspire Placemaking Collective, Inc.