



CITY COUNCIL AGENDA ITEM

SUBJECT: Comprehensive Plan 5 – Year Update Vendor Recommendation

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): 08/14/23 & [Click or tap to enter a date.](#)

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

Current Council Meeting: Monday, November 13, 2023

SUBMITTED BY: Shakerah Hall, Procurement Manager

PRESENTER: Matthew Williams, Deputy Director of Planning & Zoning & Shakerah Hall, Procurement Manager

PURPOSE: Award Contract to Sizemore Group to update the City's Comprehensive Plan.

FACTS: The City of Stonecrest's first comprehensive plan was approved in 2018. The State of Georgia requires all local jurisdictions to update their comprehensive plans every five (5) years in order to maintain their Qualified Local Government (QLG) status. This comprehensive plan 5-year update will update community goals, needs and opportunities, community work program, and land use elements. The submittal deadline is June 30, 2024, to the Department of Community Affairs (DCA) and Atlanta Regional Commission (ARC).

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

RECOMMENDED ACTION: Approve The City of Stonecrest solicited proposals from qualified and experienced firms to provide an updated comprehensive plan. Four proposals were received on September 14, 2023. The Evaluation Team completed the evaluation and made a recommendation based on technical scores to Sizemore Group in the amount of \$198,500.00. Funding for this Contract comes from the 100-



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070-07210-52120. Staff recommends approval of a Contract with Sizemore Group through December 31, 2023, with the option to renew the contract for one (1) year term.

ATTACHMENTS:

- (1) Attachment 1 - Proposal Summary
- (2) Attachment 2 - Recommend Vendor Proposal
- (3) Attachment 3 - RFP 23-116 Comprehensive Plan Update
- (4) Attachment 4 - Click or tap here to enter text.
- (5) Attachment 5 - Click or tap here to enter text.