

## **Item Cover Page**

### **CITY COUNCIL AGENDA ITEM REPORT**

**DATE:** July 26, 2023

**SUBMITTED BY:** Erin Jones, City Administration

**ITEM TYPE:** Miscellaneous

**AGENDA SECTION:** CONSENT AGENDA

**SUBJECT:** Recommendation for Award for RFP 23-010EJ Visioning Consultant Services

**SUGGESTED ACTION:** Authorize award and pursue a contract with Stantec Consulting Services, Inc.

**Is this item Quasijudicial?**

No

**Does this item require a public hearing?**

No

**EXPLANATION:**

Request for Proposals (RFP) 23-010EJ Visioning Consultant Services, Inc. was advertised on DemandStar on May 31, 2023. On June 30, 2023, two (2) sealed proposals were received and opened in response to the RFP. On July 6, 2023, a three (3) member Evaluation Committee reviewed and scored the proposals. Prior to scoring the committee opted to invite the two (2) highest scoring proposers back for presentations and interviews on July 13, 2023. After the presentations and questions and answer sessions, the Committee reconvened, and ranked the short-listed proposers. Stantec Consulting Services, Inc. is recommended for award and permission to negotiate a contract.

**FINANCIAL IMPACT:**

N/A - Financial impact will be included in the proposed contract that will be brought before Council once negotiations are completed

**ATTORNEY REVIEW/RECOMMENDATION:**

Attorney Rudacille will be sent the contract for review once negotiated.

**SUGGESTED MOTION:**

Motion to authorize the award for RFP 23-010EJ and to pursue a contract with Stantec Consulting Services, Inc.

**ATTACHMENTS:**

[Proposal for RFP 23-010EJ from Stantec Consulting Services](#)