



Legislation Text

File #: ID-284-17, Version: 1

Department of Finance - Division of Procurement & Contracts

Reference: *Award of Formal Solicitation for Land Use and Development Code Update*

To: Mayor Richard N. McLean and Members of City Council

Through: Clint Blackhurst, Acting City Manager

Prepared By: Pam Roeding, Procurement & Contracts Manager

Through: Holly Prather, Director of Community Development

CC: Jean Starr, Finance Director

Date Prepared: August 2, 2017

PURPOSE

Requesting City Council approval of a formal proposal for the Land Use and Development Code Update to the lowest most responsive and responsible proposer, and approving the resolution giving the Mayor authority to sign the contract. Municipal Code Section 3.08.090, “. . . All bids and proposals in excess of \$50,000 shall be awarded through formal written procedures by the City Council.”

BACKGROUND

The current Land Use and Development Code is typical of many outdated codes for smaller communities. It has not been completely updated or unified since the early 1970's, but has had numerous amendments that are not always consistent with other sections of the code. It is Euclidian in nature and contains several sets of design standards. While many of the recent updates have helped to modernize the code, the format and amendment process prevents the code from being user friendly or easy to understand.

Formal Proposals were requested from qualified firms for the Land Use and Development Code Update.

A Mandatory Pre-Conference was conducted with five (5) firms attending. Formal proposals were received on June 22, 2017 at 11:00 AM.

Proposals were received from the following two (2) firms:

- Kendig Keast Collaborative
- Gould Evans

Representatives from both firms were invited to interview with the project team comprised of members from Community Development and Procurement and Contracts.

FINANCIAL IMPACT

Sufficient funding was approved in the 2017 budget for this project.

STAFF RECOMMENDATION

The Finance Department, in working with Community Development and completing the review and evaluation of this proposal, the recommendation is to award to the firm having the requisite expertise and experience to perform the required services of Gould Evans, in the amount of a total not to exceed Two Hundred Nineteen Thousand Seven Hundred Forty Nine Dollars (\$219,749.00).

Gould Evans is in good standing with the State of Colorado.

OPTIONS FOR COUNCIL CONSIDERATION

- Approval as presented
- Reject
- Require new proposals be prepared

ATTACHMENTS

- Resolution
- Evaluation Matrix