



## Agenda Statement

**File #:** 16-0075 **Version:** 1  
**Type:** New Business **Status:** Passed  
**File created:** 8/17/2016 **In control:** City Council  
**On agenda:** 8/23/2016 **Final action:**  
**Title:** Approval to Select Kimley Horn & Associates, Inc. to Begin Scope Negotiations for the Comprehensive Community Visioning-Redevelopment Program

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
8/23/2016	1	City Council		

### **ITEM TITLE:**

Approval to Select Kimley Horn & Associates, Inc. to Begin Scope Negotiations for the Comprehensive Community Visioning-Redevelopment Program

**SUBMITTED BY:** Lisa Von Bargen, CED Director

### **FISCAL NOTES:**

Expenditure Required: Unknown

Unencumbered Balance: N/A

Funding Source: TBD

### **RECOMMENDATION:**

Approve selection of Kimley Horn & Associates, Inc. to begin scope negotiations for the Comprehensive Community Visioning-Redevelopment Program.

### **SUMMARY STATEMENT:**

The City issued a Request for Qualifications (RFQ) on June 9, 2016 searching for firms with qualifications for a Comprehensive Community Visioning-Redevelopment Program. The RFQ required a pre-submittal site meeting. On June 30, 2016, eleven representatives from different consulting firms participated in a full community tour and round table discussion.

Qualification submittals were due on July 14, 2016. The City received six responses from:

- Catapult Creative Labs
- DOWL
- Houseal-Lavigne Associates
- Kimley-Horn
- SMG Consulting

- Winter & Company Team

The Council appointed a review team including three Council members (Nate Smith, Ryan McCune, Lea Cockerham); three community members (Rick Wade, Jim Shirrell, Lee Hart); and one City staff member (Lisa Von Barga). Using the criteria outlined in the RFQ document, the review team evaluated and ranked the submittals. The top four scoring were invited back to Valdez to give in-person presentation about more detailed qualification information. Those four firms were:

- DOWL
- Housel-Lavigne Associates
- Kimley-Horn
- Winter & Company Team

On August 11 & 12, 2016, the four teams of firms gave presentations before the review committee and the City Manager. The time with each firm lasted approximately two hours and included a formal presentation where specific topics were addressed and discussion between the review panel and the firm representatives.

The review panel met on Monday, August 15, 2016 to discuss the content of the presentations and to determine a recommendation to forward to the City Council. That recommendation is Kimley Horn & Associates out of Orange, California. The Kimley Horn Team includes, Kimley Horn as the lead firm, working in conjunction with CallisonRTKL, Northern Economics and North Star Destination Strategies.

Now comes the scope development for the project/program. The RFQ listed the following as the basis from which a detailed scope of work will be developed:

### **SCOPE OF WORK:**

The final scope of work will be negotiated between the successful firm and the City of Valdez. The following list includes minimum components of the multi-phased scope of work.

- **Community Visioning & Branding Initiative Development & Implementation**
- **Comprehensive Marketing & Promotion Strategy & Initial Implementation**
  - Visitors, Prospective Residents, Prospective Businesses, Events, Education, Facilities & Services
- **Development of new Comprehensive Land Use Plan**
  - Zoning Code Amendments, Architectural & Landscape Standards, Abatement
  - Community Flow & Wayfinding; Amenities
  - Creation of "Sense of Place"
- **Prioritization of Capital Investment Options**
  - Maintenance and improvement of existing facilities
  - **Strategic expansion plan based on service level requirements that will be demanded by new development and redevelopment activities.**
  - New investment opportunities

The Review Team and Administration see this initial process unfolding with these components:

- Administration begins scope development with Kimley Horn;

- A project charter is developed and brought to Council for approval;
- Council appoints Community Steering Committee to oversee the program;
- The draft scope goes to community review;
- The draft scope goes to Council for review and approval;
- Administration and an Executive Group from the Steering Committee work with Kimley Horn on a full proposal that includes cost and time schedules associated with the scope of work;
- Council approves contract with Kimley Horn based on scope, cost and time proposal.

Administration will be coming back to Council with options for a much more formalized process for review and approval. At this time, the Review Team and Administration is requesting authorization to begin scope negotiations with Kimley Horn.

As outlined above, there are several steps in between this authorization to negotiate scope and award of a contract by Council. It is also important to remember, as the community goes through this process, decision points will be reached that change or add to the scope of work by Kimley Horn. These new components will be negotiated and brought to the Council on an individual basis for approval. Administration notes this specifically because this type of project/program is much about discovery - we don't know what we don't yet know. Full disclosure requires the understanding that the scope of this project/program will metamorphosize over time.