

February 18, 2025



## AGENDA ITEM 4C

### **GENERAL PLANNING CONSULTANT (GPC) CONTRACT EXTENSION**

**TYPE OF ITEM: CONSENT**

#### **STATEMENT OF ISSUE**

At the January 31, 2022 meeting the Board approved the GPC contract with the three top-ranking consultant firms, Kimley-Horn & Associates, Inc. (KHA), Reynolds, Smith and Hill (RS&H) and Halff. The CRTPA staff is requesting that the Board approve the optional two-year extension to the GPC contracts.

#### **HISTORY AND ANALYSIS**

In October 2021 the CRTPA solicited Requests for Qualifications (RFQ) for GPC services. Seven firms responded to the RFQ. The Selection Committee scored and ranked the consultants' proposals and oral presentations, recommending KHA, RS&H, and Halff be awarded consultant services contracts. The contracts, executed in late February and early March of 2022, are for a term of three years with a two-year renewal option. The CRTPA staff is seeking approval for the two-year contract extensions and authorization for the Executive Director to notify the three GPC firms.

#### **NEXT STEPS**

Once approved the Executive Director will send a letter notifying each firm of the two-year contract extension. All subsequent work is completed through a Task Work Order detailing the scope of services and cost.

#### **RECOMMENDED OPTIONS**

Option 1: Authorize the Executive Director to notify the GPC Consultant firms, KHA, RS&H and Halff that the CRTPA Board approved a two-year contract extension.