

**CITY COUNCIL  
COMMUNICATION:**

**ITEM \_\_\_\_\_**

**OFFICE OF THE CITY MANAGER  
CITY OF DES MOINES, IOWA**

**00-253**

**SYNOPSIS -**

**AGENDA:**

JUNE 5, 2000

A proposal has been submitted by Town Planning Collaborative (Michael Lamb, Principal, 3346 Hennepin Avenue, South, #200, Minneapolis, MN 55408) for consulting services for a land use plan and design guidelines for the area bordering Easter Lake and Ewing Park.

**SUBJECT:**

CONSULTING  
SERVICES FOR  
EASTER LAKE NEW  
TOWN  
NEIGHBORHOOD  
PLAN

**FISCAL IMPACT -**

\$10,000 of bond funds in the Capital Improvement Program (CIP) budget allocated to the Community Development Department is designated for the consultant services.

**TYPE:**

**RESOLUTION**  
ORDINANCE  
RECEIVE/FILE

**RECOMMENDATION**

**Approval.**

**SUBMITTED BY:**

JIM GRANT  
COMMUNITY  
DEVELOPMENT  
DIRECTOR

**BACKGROUND -**

The Community Development Department requested the Purchasing Division to solicit a Request for Proposals (RFP) to identify a consultant with demonstrated expertise in town planning to develop a land use plan, and a set of design guidelines for new development in the area bordering Easter Lake and Ewing Park.

The Purchasing Division solicited the proposals for advertisement and mailed the RFP to 16 potential consulting firms with four proposals received. Members of the Community Development Department and the Southeast Steering Committee, made up of local residents, evaluated the proposals and awarded points based on the criteria outlined in the RFP.

The review committee has determined that the award of the subject RFP be made to Town Planning Collaborative, the company

receiving the highest number of evaluation points.

The average total points awarded Town Planning Collaborative exceeded the points awarded to Adamson and Associates and Brian Clark and Associates by over 20, on a scale of 100. The proposal submitted by Bloodgood Sharp Buster Architects and Planners exceeded the cost requirement and was therefore not considered.

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