

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: February 17, 2021

SUBJECT: 2045 County Comprehensive Plan (CCP) Consultant Selection

PRESENTER: Autumn Radcliff, Planning Director
John Mitchell, Business and Community Development Director

ATTACHMENTS: None

SUMMARY OF REQUEST:

In May 2019, the Board of Commissioners adopted a resolution to extend the County Comprehensive Plan (CCP) through 2023. In October of 2019, the overall process was identified including the need for a consultant to assist staff with the development of the 2045 CCP. The adopted FY21 budget provided half of the necessary funding to hire a consultant with the remaining funding to be approved in FY22.

In October of 2020, the BOC was provided with an update on the CCP process and the release of the RFP for a consultant. The RFP deadline was October 22, 2020 and a total of 7 proposals were received. The selection committee reviewed the proposals and the top 3 firms (Housel Lavigne, Stewart and Clarion) were interviewed and references were verified.

At the February 1st, 2021 meeting, the Board of Commissioners discussed the consultant process and voted to hire a consultant for the 2045 CCP development. The Board will discuss the top three scoring firms at its February 17th meeting.

BOARD ACTION REQUESTED:

The Board is requested to select a consultant firm and authorize staff to proceed with all required documents and contracts.

Suggested Motion:

I move that the Board select (Housel Lavigne, Stewart, or Clarion) as the consultant firm for the 2045 CCP and authorize staff to proceed with all required documents and contracts.