



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-2724

Growth Management Department
300 Sixth Street

Monica Heller, Community Planning Coordinator
Growth Management Department
City web: www.rcgov.org

Phone: 605-394-4120
Fax: 605-394-6636
e-mail: monica.heller@rcgov.org

MEMORANDUM

TO: Legal and Finance Committee

FROM: Monica Heller
Community Planning Coordinator

DATE: July 18, 2007

RE: Review of Landscape Ordinance Professional Services Agreement with Designworks, Inc.

Attached for your review and approval is the contract with Designworks, Inc for the Review of Landscape Ordinance.

The purpose of this review is threefold: 1) to review existing requirements for landscaping as provided for in the Rapid City Municipal Code; 2) to recommend amendments and other changes to the City's existing landscape ordinances based on that review and input from the City Council, Planning Commission, Beautification Committee, other Boards and Committees and the community; and, 3) provide draft ordinances for revisions to the Rapid City Municipal Code to implement the recommendations identified during the project.

The Request For Proposal was advertised and notices sent to sixty consulting firms. Four consulting firms submitted proposals. The consultant selection committee composed of Karen Gunderson-Olsen, Steve Doshier, Mike Derby, Karen Bulman, Marcia Elkins, Monica Heller and John Wagner, short listed and interviewed three firms. As a result of that consultant selection process, Designworks, Inc. was selected and the attached contract negotiated.

Staff recommends approval of the Professional Services Agreement between the City of Rapid City and Designworks, Inc. in an amount not to exceed \$50,000.

