



City of Olathe

COUNCIL AGENDA ITEM

MEETING DATE: 5/7/2024

FOCUS AREA: Economy, Community Development

STAFF CONTACT: Chet Belcher, Chief Community Development Officer and Kim Hollingsworth, Planning & Development Manager

SUBJECT: Agreement with Houseal Lavigne for the Comprehensive Plan Update

TITLE:

Consideration of an agreement with Houseal Lavigne Associates for professional services to update the Olathe Comprehensive Plan, CPA24-0001.

SUMMARY:

The City advertised a Request for Proposal (RFP) for companies to provide planning and design services for the Comprehensive Plan Update; the existing PlanOlathe Comprehensive Plan was adopted in 2010. Five (5) planning firms responded to the RFP. After reviewing all proposals, the selection committee chose Houseal Lavigne Associates as the most qualified firm.

The Professional Services Agreement accomplishes these goals:

- Evaluation of existing PlanOlathe, corridor studies, future land use map and land use categories.
- An approach for the improvement and enhancement of specific subareas of the City.
- Alignment of the Comprehensive Plan with the Olathe 2040 Strategic Plan, Envision Downtown Olathe, Transportation Master Plan, Capital Improvements Plan, Trails and Greenway Plan, Economic Development Strategic Plan and other plans and initiatives.
- Extensive and inclusive public engagement efforts for community involvement to determine needs and opportunities within the community.
- Maintenance of a project website which includes project updates, interactive opportunities for engagement, maps and project timelines that is compatible with mobile devices.
- Analyzes and provides recommendations for future growth and opportunities within the projected growth area of the City.
- Includes a planning horizon and implementation approaches that are actionable and measurable through a detailed implementation chapter.

Houseal Lavigne will provide a brief presentation on the plan update. City staff provided a general

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overview of the scope of the project during the April 2, 2024 City Council meeting. Following the meeting, the scope of services was revised to reflect that additional meetings of the Steering Committee may be added through the duration of the plan update to ensure ample opportunities are provided for the committee to meet. It is anticipated that work on the Comprehensive Plan Update will begin immediately following approval of the agreement with a final document anticipated by fall 2025.

FINANCIAL IMPACT:

Funding for the Comprehensive Plan Update includes:

<u>Capital Projects Reserve Fund</u>	<u>\$400,000</u>
Total	\$400,000

ACTION NEEDED:

Approval of an agreement with Houseal Lavigne Associates for professional services to revitalize the Olathe Comprehensive Plan, CPA24-0001.

ATTACHMENT(S):

- A. Agreement