



Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 7/13/2021

New Business

Department: Planning

Presenter(s): Nathan L. Pennington, CFM

Gillian Phillips, AICP

Contact(s): Gillian Phillips

Subject: Comprehensive Plan Vendor Contract and Budget

Brief Summary: on January 27, 2021, Buncombe County issued a Request for Proposals for professional planning services to assist in the development and production of a Comprehensive Plan for Buncombe County (hereinafter the "RFP").

County staff has reviewed the responses to the RFP and found that Clarion Associates, LLC, a professional planning firm with a partner or principal registered and licensed to do business in North Carolina (hereinafter, the "Clarion Associates") is the most qualified respondent and further recommends to this Board that it award an Agreement for Professional Services for Development of the Buncombe County Comprehensive Plan to Clarion Associates.

The total budget is \$446,129, and will be funded with appropriated fund balance.

Recommended Motion & Requested Action:

1. Direct the County Manager to enter into an agreement for professional services for the development of the Buncombe County Comprehensive Plan between Buncombe County and Clarion Associates.
2. Approve the associated budget amendments.

County Manager's Comments and Recommendation:

County Manager recommends as presented.