

**OFFICE OF THE CITY MANAGER
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION
NOVEMBER 15, 2016 AGENDA**

Subject:	Action Required:	Approved By:
<p>A sole-source Planning Professional Services Agreement related to the 30 Crossing Project</p> <p>Submitted By:</p> <p>Planning & Development Department</p>	<p>√ Ordinance Resolution Approval Information Report</p>	<p>Bruce T. Moore City Manager</p>

SYNOPSIS	<p>To authorize the City Manager to dispense with a competitive selection process and to enter into a sole-source Professional Services Agreement with Nelson/Nygaard Consulting Associates, Inc., for Technical and Consulting Services related to the 30 Crossing Project.</p>
FISCAL IMPACT	<p>The Contract amount will not exceed \$50,000 for a time period of one (1)-year. Funding for these services is available from Account Number 10833949000S33A714.</p>
RECOMMENDATION	<p>Approval of the ordinance.</p>
BACKGROUND	<p>As a result of issues raised by citizens and members of the Little Rock Board of Directors regarding the direction of the 30 Crossing Project to be undertaken by the Arkansas Highway and Transportation Department (AHTD), in an effort to assist the Board, City Staff issued a Request for Qualifications (RFQ) in order to secure the services of a planning consultant to undertake a comprehensive review of the Project and make recommendations as to actions the City should take in order to maximize the benefits of the Project and minimize any negative aspects of the Project. The most qualified submission was made by Nelson/Nygaard Consulting Associates, Inc.</p>

**BACKGROUND
CONTINUED**

On February 16, 2016, the City Board of Directors adopted Resolution No. 14,288 to authorize the City Manager to enter into a contract with Nelson/Nygaard to provide consulting services as described above in the amount of \$75,770.00, plus contingencies.

On March 2, 2016, the City and Nelson Nygaard entered into a Professional Services Agreement for Nelson Nygaard to provide the City with Planning and Consulting Services to articulate a core set of community-driven goals for Downtown Little Rock relative to the project and make recommendations to the City accordingly. The Scope of Work in this Professional Services Agreement included items such as an assessment of development plans and draft design documents submitted by AHTD, interview of key stakeholders, a market analysis and the creation of a Downtown Vision that will include an assessment of and recommendations concerning east-west connectivity. The tasks in this Scope of Services were completed and the Agreement subsequently expired on May 31, 2016.

It has been determined that the continued technical and consulting assistance on the 30 Crossing Project would be beneficial to the City through the final design phase of the Project. Nelson/Nygaard has a thorough understanding of the City's issues and concerns related to the project and has developed a good working relationship with the City. Because of Nelson/Nygaard's knowledge of the project and involvement by representing the City at various meetings, preparing a "White Paper" and a comment letter on the Project's alternatives and concepts, a competitive selection process should be waived and a Professional Services Agreement awarded to Nelson/Nygaard as the sole-source provider on an as-needed basis for technical and consulting services regarding the 30 Crossing Project in an amount not to exceed \$50,000 for a time period of one (1)-year. This contract will allow the City to respond to developments concerning the project in a timely manner.