

## Information for Town Council Meeting on October 12, 2021

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TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Jane Le Clainche, CPA, Director of Finance

FROM: Dean Mealy, II CPPO Town Purchasing Manager

RE: Resolution Approving the Extension of RFP No. 2017-187, Historic Preservation Consulting Services to Murphy Stillings, LLC, for FY21 in the Amount of \$102,000.

DATE: 27 September 2021

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### **STAFF RECOMMENDATION**

Staff recommends Town Council approval of the Extension of RFP No. 2017-18, Historic Preservation Consulting Services to Murphy Stillings for FY21 in the Amount of \$102,000, **Resolution No. 125-2021**

### **SUMMARY EXPLANATION/BACKGROUND**

Purchasing issued RFP No. 2017-18 for Historic Preservation Consulting Services in May 2017. The recommendation for the award to Murphy Stillings for FY22 is in the amount of \$102,000.

Since the RFP had language for a contract period of up to five years, it is the intent to award for FY22 and resolicit a new RFP in the coming year, depending on operational requirements.

### **FISCAL IMPACT/FUNDING SOURCE**

The funding will for this program is from the Planning, Zoning, and Building Department Operational Budget.

### **USER DEPARTMENT CONCURRENCE**

PZB is in full concurrence with this recommendation.

### **DUE DILIGENCE**

Due Diligence was conducted to determine vendor responsibility, including corporate status and that there are no performance and compliance issues.

## **TOWN ATTORNEY REVIEW**

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

CC:            Wayne Bergman, Director of Planning, Zoning, and Building  
                James Murphy, Assistant Director Planning, Zoning, and Building