

## REQUEST FOR PROPOSALS FOR CITY OF LA FERIA PLANNING SERVICES

The City of La FERIA is seeking a qualified individual or firm who has the capacity and is capable of providing planning services in the development of three individual plans for the City of La FERIA. The City of La FERIA Comprehensive Master Plan, funding provided by the Texas Department of Agriculture, TxCDBG Planning and Capacity Building Fund; Multi-Hazard Mitigation Action Plan, funding provided by the Federal Emergency Management Agency through the Texas Division of Emergency Management; and a Comprehensive Strategic Plan for targeted areas primarily within the City of La FERIA ETJ, funding to be provided by USDA Rural Business Service, Rural Business Enterprise Grant. The following outlines the request for proposals.

### **Scope of Work** includes the following:

- A. The consultant or firm to be hired will prepare two individual Comprehensive Plans as outlined above, each to include at a minimum the following:
- Base planning activities
  - Economic Development
  - Central Business District analysis and plan
  - Street System study, analysis, and plan
  - Thoroughfare System
  - Water and Wastewater System inventory, analysis, and plan
  - Public facilities inventory, analysis, and plan
  - Recreation and open spaces inventory, analysis, and plan
  - Environmental/Cultural Resources inventory, analysis, and plan
  - Capital improvements program
  - Subdivision ordinance development and review
  - Zoning ordinance development and review
- B. The consultant or firm to be hired will also prepare a Multi-Hazard Mitigation Action Plan (HMAP) to include at a minimum, the following:
- Development of public awareness to promote public participation
  - Development of appropriate assessment tool
  - Hazard identification
  - Risk/vulnerability assessment utilizing, but not limited to historical data, maps, FEMA tools, modeling techniques, and GIS applications
  - Develop mitigation goals, strategies and actions
  - Draft HMAP for comments incorporating public input
  - Finalize HMAP and submit for review to state and federal officials
  - Incorporate changes recommended by state and federal officials

### **Statement of Qualifications:**

- Must have in-house personnel familiar with the scope of each project and capable of carrying out the assigned duties within the required timeframe
- Must have experience in working with local governments in a planning capacity
- Demonstrate familiarity with each funding agency
- Demonstrate familiarity with communities similar in size, capacity, and geographic location
- Provide within the proposal a list of past client local governments and resumes of all personnel who may be assigned to provide assistance on this project, if awarded

**Proposed Cost of Services:** These include a proposed cost by Scope of Work category of what your firm feels is appropriate for each area of the Scope of Work. Please be aware that the City of La FERIA will not use the lowest bid as the sole basis for entering into this contract.

The City of La FERIA is an Affirmative Action/Equal Opportunity Employer and strives to attain goals for Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) as amended. The City of La FERIA intends to enter into three (3) contracts with specific scopes of work to be completed within the selected proposal. The City of La FERIA reserves the option to select three (3) different proposals if it is determined by the City that it is the most advantageous for the City.

A complete request for proposal packet may be requested by contacting La FERIA City Hall located at 115 E. Commercial Avenue, La FERIA, Texas 78559. **Proposals will be accepted until 9:00 AM, Monday June 8, 2015.** A complete packet will include ten (10) copies of your proposal and should be addressed to Sunny K. Philip, City Manager, City of La FERIA, 115 E. Commercial Avenue, La FERIA, Texas 78559.

Para información en español, comuníquese con Esmeralda Sánchez al (956) 797-2261.