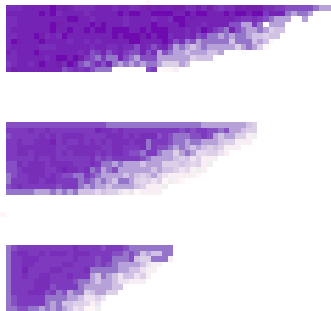


Comprehensive Plan Request for Proposals

City of Frisco, Texas



City of Frisco
Planning Department
6875 Main Street
Frisco, Texas 75034
(972) 335-5540 Phone
(972) 335-5549 Fax
REQUEST FOR PROPOSALS

A COMPREHENSIVE PLAN FOR THE CITY OF FRISCO, TEXAS

INTRODUCTION and SUMMARY

The City of Frisco is seeking to engage a planning consultant for the purposes of developing and implementing a comprehensive plan project for the City. Frisco is a rapidly growing community located in Collin and Denton counties in the northeastern area of the Dallas-Fort Worth Metroplex.

Since the adoption of the last comprehensive plan in 1990 when the City's population totaled 6,141, the community has more than tripled in population, with significant development activity occurring over the last three years. The City has always planned to update the Plan every five years; however, with the rapid growth experienced in recent years, the update has become more significant than simply a five-year retooling.

The City is seeking an up to date comprehensive plan in order to:

- Decide which types of development opportunities are compatible with the City's vision for the future.
- Provide guidance in making land use decisions.
- Preserve and improve neighborhoods and the overall quality of life.
- Promote economic development.

Community Profile

The City of Frisco, population 23,078, is located in west central Collin County and east central Denton County, approximately 25 miles north of downtown Dallas.

The current population of Frisco is significant given the 1990 population of 6,141. The city has experienced an 18% compound annual growth rate from 1990 to 1996. In 1997 the City experienced a 16% growth rate, including the addition of 1,189 single-family dwelling units in the calendar year of 1997. The majority of this growth has occurred in the southeast quadrant of town east of Preston Road (SH 289) and south of Farm to Market Road 720, known locally as Main Street.

Existing retail and commercial development is primarily located in and around the downtown area. However, as the population continues to grow, other properties are developing along Preston Road to provide necessary retail and personal services. Two new shopping centers, anchored by grocery stores, are under development. The planning, construction and expansion of office buildings, hotels and industrial facilities is steadily increasing.

The structure of the government and management for the City of Frisco begins in the hands of 18,000 citizen-constituents. Frisco has a Council-Manager form of government. The elected seven member City Council appoints a City Manager who is charged with implementing the policies of the Council as well as overseeing the day to day operations of City government. A volunteer Planning & Zoning Commission assists the City Council and city staff in developing and implementing land development policy. Neighborhood associations are very active within the city.

Study Schedule

Project participation by the selected consultant is anticipated to begin in November 1998. Although the final completion of the plan is somewhat dependent upon the interaction with and decision making speed of the City government, the entire plan should be completed in draft form no later than September 1, 1999, with final adoption no later than January 1, 2000.

GENERAL SCOPE OF SERVICES and TASKS

Plan Elements

The comprehensive plan is viewed primarily as a land use and urban design plan, but by necessity will address related issues. The comprehensive plan is also envisioned as both a physical plan and a policy plan to guide development citywide, and is intended to serve as a framework for subsequent, more detailed planning. The City has established the following plan elements to serve as a guide for plan development. The consultant is welcome to suggest creative or innovative additions or modifications to these components.

A. Citywide Profile

Prepare a profile of the City of Frisco, including history, location and general physical characteristics. Include a background of the comprehensive planning process.

B. Development of Goals, Objectives and Policies

Prepare detailed goals, objectives and policy statements that will be used as a guide for evaluating development proposals in the planning area.

C. Demographic and Population Analysis and Projections

Prepare demographic and economic profile based on collection and analysis of data, including population projections and trends of socio-economic variables.

D. Inventory of Existing Conditions

Prepare profile of existing conditions for land use, natural environment, thoroughfares and transportation, community facilities, educational facilities, and other salient topics. Provide general maps if applicable.

E. Land Use Plan

Clearly define all land use categories and establish criteria to be utilized in determining the location of these uses. Analyze the locations for future community and educational facilities. Provide general land use map.

F. Transportation Plan

Define current and future circulation patterns for pedestrians, bikes and motor vehicles, with consideration of future mass transit possibilities. Analyze existing thoroughfare system for improvement.

Citizen Participation

Public input is a vital part of the planning process. It instills a sense of pride and ownership in the plan with the community, thereby leading to a greater desire to implement its goals and objectives. The Consultant shall design and implement a plan guidance and public participation process incorporating effective and innovative participation techniques. This process should include any formal committees or other mechanisms deemed necessary such as conducting public participation forums, developing and utilizing neighborhood citizen planning groups, or putting in service the City's Internet presence.

Implementation

The most common criticism of any plan is that it sits on a shelf and gathers dust. In order for this plan avoid this fate, the plan shall include an aggressive and rational work program or strategy for implementation of the goals and objectives of the plan.

General Products Expected from the Planning Process

- Completed Plan document with recommended policies and supportive tables, graphics, charts and maps
- Reproducible plan document, including 30 original copies
- Electronic file of plan document: Word97 compatible format
- Land use map with summary of major recommendations

INFORMATION FOR CONSULTANTS

Form of Proposals

The consultant proposal should include the following information:

- Description of the firm's interest in participating in the project.
- Names and titles of professionals and support staff who will work on the project. If the project is to be a joint venture between several consulting firms, the proposal should so state.
- A proposed work program to respond to the scope of work in this RFP.

- Description of up to five projects indicating relevant experience and including a brief description of the project, client and phone number, budget, and role.
- Names, addresses, and telephone numbers of references or clients for whom the consultant has recently performed services.
- Brief resumes of key consulting staff persons.

Evaluation of Proposals

The following criteria will be considered in evaluating the proposals and selecting a consultant:

- Capabilities and previous experience in comparable projects of this kind and the specialized experience and technical competence of the consultant.
- The firm's specific approach to the project. Although the City has identified a general nature of services required, the consultant is given broad leeway toward approach and methodology to provide the requested services.
- Past record of performance on contracts with other governmental agencies of public bodies, including such factors as quality of work, control of costs and ability to meet schedules.
- Capacity of the candidate to perform the work in a timely manner.
- Qualifications of individuals who would have direct involvement in tasks on this project.

Selection of Consultant

A committee consisting of members of the City Council, Planning & Zoning Commission and City staff will select the consultant. All proposals are considered public records. The committee reserves the right to request additional information from consultants submitting proposals. The committee may schedule interviews from a short list after a review of proposals.

The City of Frisco reserves the right to reject any or all proposals and the right in its sole discretion to accept the proposal it considers most favorable to the City's interest. The City further reserves the right to reject all proposals and seek new proposals when such procedure is deemed reasonable and in its best interest.

Method of Compensation

Upon selection, the consultant will propose a contract for review by the City of Frisco. The contract with the consultant is to be for a not-to-exceed amount, with reimbursement on a monthly percentage-of-work basis. The Director of Planning will review and, if proper, approve for payment all invoices submitted by the consultant under the contract.

Additional Information

1. Attached is an area map that shows Frisco in relation to the DFW Metroplex.

2. To further assist the consultant, copies of the 1990 Comprehensive Plan, the 1990 Future Land Use Map, the Zoning Ordinance and the Subdivision Regulations are available for review at the Planning Department, 6875 Main Street, Frisco, Texas, from 8 a.m. to 5 p.m. Monday through Friday.

INSTRUCTIONS FOR PROPOSALS

1. Proposals must be submitted to:

Clayton Husband, AICP, Director of Planning
City of Frisco
6875 Main Street
Frisco, TX 75034

2. Six (6) copies of the proposal must be received at the above address by 5:00 p.m. of Friday, September 11, 1998. The proposal package should be labeled "COMPREHENSIVE PLAN".
3. Any questions concerning proposals should be directed to Clayton Husband, AICP, Director of Planning, at (972) 335-5540.

RECOMMENDED LIST OF CONSULTANTS

Municipal Planning Resources Group
Attn: Dan Boutwell, AICP
1161 SW Wilshire Boulevard, Suite 119
Burleson, TX 76028

J. Dennis Wilson & Associates
Attn: Dennis Wilson, AICP
9410 Hermosa Drive
Dallas, TX 75218

PGAL
Attn: Joseph A. Pobiner, AICP
3131 McKinney, Suite 500
Dallas, TX 75204

BRW
3003 N Central Avenue, Suite 700
Phoenix, AZ 85012

Thomas Cooke Associates
1944 Embarcadero
Oakland, CA 94606

EDI Architecture
3731 Briarpark Drive, Suite 300
Houston, TX 77042-5296

FLC Planning Group
1000 Plaza West
4600 Madison
Kansas City, MO 64112-3012

Hutton Associates, Inc.
5 Union Square West

Dunkin/Sefko & Associates, Inc.
Attn: Dan Sefko, AICP
9876 Plano Road
Dallas, TX 75238

Carter & Burgess
Attn: Bart Bradford
3880 Hulen Street
Fort Worth, TX 76107-7254

Stanland & Associates
Attn: Raymond E. Stanland, AICP
2121 San Jacinto, Suite 810
Dallas, TX 75201

Calthorpe Associates
739 Allston Way
Berkeley, CA 94710

The Cox Company
220 East High Street
Charlottesville, VA 22901

EPD
100 Ross Street
Pittsburgh, PA 15219

Hellmuth, Obata + Kassabaum, Inc.
Attn: Diane Gartner
One Metropolitan Square
211 N Broadway
St. Louis, MO 63102

LDR International
9175 Guilford Road

New York, NY 10003

The Lightfoot Planning Group
702 Civic Center Drive
Oceanside, CA 92054

Mary Means & Associates, Inc.
814 King Street, Suite 400
Alexandria, VA 22314-3058

The Planning Collaborative
Pier 33 North
San Francisco, CA 94111

ROMA
1527 Stockton Street
San Francisco, CA 94133

RTKL Associates, Inc.
Attn: Lance K. Josal AIA
2828 Routh Street
Dallas, TX 75201

Solin and Associates, Inc.
901 Douglas Avenue, Suite 207
Altamonte Springs, FL 32714

Zucker Systems
1545 Hotel Circle South, Suite 300
San Diego, CA 92108

Neighborhood Planning Professionals
350 Ramapo Valley Road, Suite 18
Oakland, NJ 07436

Lee Nellis, Consulting Planner
222 Ravine Drive
Pocatello, ID 83204

Columbia, MD 21046

LMN Architects
Attn: Mark Hinshaw
801 Second Avenue, Suite 501
Seattle, WA 98104

Mooney & Associates
9903 Businesspark Avenue
San Diego, CA 92131-1120

Redman/Johnston Associates, Ltd.
416 Goldsborough Street
Easton, MD 21601

Sedway Consulting
Three Embarcadero Center, Suite 1150
San Francisco, CA 94111

Wallace Roberts & Todd
Attn: Donal R. Simpson
1925 San Jacinto Street, Suite 200
Dallas, TX 75201

Wolff Clements and Associates, Ltd.
417 South Dearborn, Suite 700
Chicago, IL 60605

Fernandez Plans, LLC
137 N. Telemachus Street
New Orleans, LA 70119

Pflum, Klausmeier & Gehrum Consultants
5533 Fair Lane
Cincinnati, OH 45227

McGregor & Shea
60 Temple Place, Suite 410
Boston, MA 02111

Camiros, Ltd.
411 S. Wells, Fourth Floor
Chicago, IL 60607

Michael F. Kauker Associates
1395 Route 23
PO Box 82
Butler, NJ 07405

Harrall-Michalowski Associates, inc.
2911 Dixwell Avenue
Hamden, CT 06518

Robert Bein, William Frost & Associates
14725 Alton Parkway
Irvine, CA 92618

HNTB Corporation
1201 Walnut, Suite 700
Kansas City, MO 64106

Woolpert LLP
409 E Monument Avenue
Dayton, OH 45402-1261

Otak, Inc.
17355 SW Boones Ferry Road
Lake Oswego, OR 97035