



## City Council

### Consider scope of services for CRA consultant

**Agenda Date:** 3/29/2013  
**Agenda Item Number:** 2.C  
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**Type:** recommendation   **Version:** 1   **Status:** Passed

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**Agenda Item:**

Consider scope of services for CRA consultant

**Issue:**

Provide consultant team direction to allow staff and the consult team to develop a final scope of services and a contract for services for City Council consideration.

**Committee Recommendation:**

Ad Hoc CRA Committee selected ECONorthwest to provide consulting services for development of a CRA in Olympia.

**Director's Recommendation:**

Provide staff and the consultant direction and feedback regarding the development of contract for services and a project scope of work.

**Staff Contact:**

Keith Stahley, Director Community Planning and Development Department 360.753.8227

**Presenter(s):**

Keith Stahley, Director Community Planning and Development Department

**Background and Analysis:**

Developing and approving a contract and scope of work is the next step in starting the CRA process. A draft scope of work is attached as is the Request for Qualifications information document that was prepared by staff. Staff is continuing to work with the consultant team and hopes to have a more refined draft for the committee meeting on March 29, 2013.

**Neighborhood/Community Interests (if known):**

None at this stage, however, public outreach and involvement of stakeholders is an important part of the CRA process.

**Options:**

Provide consultant team direction to aid in creation of the scope for the CRA process.

**Financial Impact:**

\$80,000 has been budgeted for this effort and Community Economic Revitalization Board grant of \$25,000 has also been awarded.

