



**AGENDA MEMO**  
6/4/2019 Agenda

**TO:** Honorable Mayor and City Council

**FROM:** Elizabeth Anderson, Purchasing Manager

**SUBJECT:** Reject All Submissions for RFQ # 2018-21, Landscape Architecture

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**BACKGROUND:**

The City is planning to relocate the utilities under Snider Plaza in an effort to replace aging infrastructure. Staff was asked to qualify a Landscape Architecture firm to develop design concepts for Snider Plaza once the utility relocation is complete.

Staff posted RFQ # 2018-21 in November and received Statements of Qualification ("SOQ's") from nine firms. Over the next several months, Staff evaluated the SOQ's and had several discussions regarding the exact scope of work for this project. There are multiple different possibilities and project approaches that Staff was not aware of at the start of this process. Staff has ultimately determined that the best course of action is to reject all SOQ's, refine this scope of work, and resume this project at a later date.

If Council agrees to reject all submissions tonight, Staff will take direction from Council regarding the desired outcomes for Snider Plaza once the utility relocation is complete.

**RECOMMENDATION:**

Staff recommends that Council reject all submissions for RFQ # 2018-21 for a Landscape Architecture firm.