

Request for Qualifications – Consultant Services



City of Centerton, Arkansas - Comprehensive Plan
Qualifications Due: Friday, December 15, 2017

The City of Centerton, Arkansas is seeking qualified and experienced consultants to assist with a 20- year Comprehensive Plan. Qualifications are being requested from firms/individuals with urban and community planning backgrounds. The city will select three to five qualified firms out of the responses to the RFQ. These firms will be requested to submit a formal proposal for the project.

Background

The City of Centerton, Arkansas is a fast growing community located in Benton County in Northwest Arkansas. The 2010 Census reported a population of 9,515. Staff has estimated the current population at 15,000, almost 600 % growth in five years, and is growing more diverse and younger. Centerton, Arkansas is the home of Bentonville West High School, the 5th largest High School in Arkansas, and is a 7A School. Centerton is also the home of affordable housing and enjoys low crime rates and great schools and jobs in the area.

A general comprehensive plan was last updated in 2009. Since its adoption, Centerton has undergone transformative changes.

Project Goals

- Facilitate a comprehensive planning process that is outcome focused.
- Employ non-traditional, cutting edge interactive public outreach and engagement.
- Integrate urban design into new and existing neighborhoods, corridors and special districts.
- Develop innovative finance and economic development strategies and tools to leverage public investments.
- Evaluate city-wide cost obligations vs revenue generation potential.
- Identify innovative implementation strategies that advance operational goals.
- Align capital improvement planning with the plan policies and goals.

Project Description

The Comprehensive Plan will capture and analyze current trends to develop a useful, functional, and holistic plan to ensure Centerton remains a community of choice. The plan must be creative and innovative, clear and concise; and address issues that are unique to Centerton. The selected consultant will:

- collect relative and pertinent data;
- review existing planning documents;
- assess national, regional and local issues and trends;
- estimate and project population and employment,
- engage and empower citizens with traditional and innovative techniques;
- establish vision, goals and objectives;
- prepare future land use map and other maps as directed;
- develop policy recommendations and achievable implementation strategies;
- recommend a capital improvement program with funding opportunities; and,

- determine and recommend necessary regulatory changes.

The plan will address the following elements:

- place-making, cultural and public arts;
- desirable and resilient neighborhoods with housing variety, affordability and availability;
- economic development that accommodates entrepreneurialism and supports tourism;
- health, fitness and aging;
- sustainability factors including smart land development and local food production;
- parks, recreation and leisure;
- open space, natural resources, and green infrastructure
- all modes of transportation with emphasis on walkability, bikeability, and connectivity; and,
- utilities, public facilities and public safety.

Statement of Qualifications

The City requests that each respondent submit one original and one digital copy (email, flash drive or CD) of a letter of interest and statement of qualifications. Respondents may deliver this information to the address below, postmarked no later than Friday, December 15, 2017.

City of Centerton
c/o Bill Edwards, Mayor
290 North Main Street, PO Box 208
Centerton, AR 72719
bedwards@centertonar.us

The response to the Request for Qualifications (RFQ) should be brief but comprehensive and shall include experiences related to the team's ability to achieve the city's project goals.

The responding firm is requested to include the following information:

- *Firm Information.* Name, headquarter address and phone number, and firm website address.
- *Contact Information.* Name, address, phone number and e-mail address of primary contact person of firm.
- *Form of Organization.* Indicate whether the firm is a partnership, corporation, or sole proprietorship, where it is organized, and the names of principals, officers, and directors of the firm.
- *Key Personnel.* The names of key personnel, their respective titles, experience, and periods of service with the firm.
- *Statement of Qualifications:* A narrative or other statement by the firm of its qualifications for the proposed project.
- *Availability.* A brief statement of the availability of key personnel of the firm to undertake the project.
- *Project List.* Provide a list of five (5) previous clients for similar services including a description of the project and contact names with telephone numbers.

Questions regarding this RFQ may be directed to Bill Edwards, Mayor at (479)795-2750 Ext 26 or bedwards@centertonar.us.