



KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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"Building Partnerships – Building Communities"

AGENDA STAFF REPORT

AGENDA DATE: September 15, 2015

ACTION REQUESTED: Resolution to Fund the Professional Services Agreement with BERK Consulting for the 2017 Growth Management Update of the Kittitas County Comprehensive Plan

BACKGROUND: It has been determined that a consultant is needed to provide population, demographic, and employment analysis and related studies necessary to allocate growth and conduct a land capacity analysis through a County consultation process. This will be a foundation in the comprehensive plan development.

Task descriptions and budgets are provided in the Professional Services Agreement. All proposed tasks will be executed in close consultation with CDS staff and cities as appropriate. The Scope of Work may be supplemented with additional tasks at the direction of the CDS Director and Kittitas County Board of County Commissioners' approval. The Scope of Work and any additional tasks negotiated will be billed on a time and materials basis and will not exceed the fee agreed in the budget.

Community Development Services believes that the tasks outlined in the Scope of Work will be performed in the most complete and efficient manner by hiring a professional with extensive experience with population and employment projections and allocations, including consideration of net migrations due to lifestyle changes, developable land capacity, and other factors. Also necessary is a consultant that is adept at bringing people, ideas, and analysis together to generate understanding and consensus on best strategies and decisions and the ability to communicate complex information to a wide-range of audiences. BERK is the most qualified consultant for these tasks and most competent in meeting the County's needs.

INTERACTION: CDS, Board of County Commissioners

ATTACHMENTS: Professional Services Agreement and Resolution for Commissioner's Signature

STAFF

RECOMMENDATION: CDS Planning Official recommends to the Board of County Commissioners to Sign Resolution and Professional Services Agreement

HANLDING: Presentation to the Board by Kittitas County Community Development Services.

RESPONSIBLE STAFF: Angela San Filippo, Planner II
