



**TO:** Linda Gorton, Mayor  
Urban County Council

**FROM:** Boyd O. Sewe  
Division of Planning  
Department of Planning and Preservation

**CC:** Commissioner Keith Horn  
Department of Planning and Preservation

**DATE:** April 18, 2025

**SUBJECT:** Engagement of Services for Downtown Area Master Plan (RFP 4-2025)

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**Request:** Council authorization to execute an agreement with MKSK Inc., d/b/a MKSK, for a total amount not to exceed \$ 495,075. This agreement is for professional consulting services related to the development of a Downtown Area Master Plan for Lexington.

**Background:** On October 31, 2024, the Urban Council approved funding for a Downtown Area Master Plan. The master plan should align with Imagine Lexington 2045 and provide short-term (0-5 years) and long-term (5-20 years) priorities with clear, actionable strategies for implementation. These strategies will prioritize sustainable growth, redevelopment, and the creation of a distinct urban identity.

To identify a qualified partner for this effort, LFUG issued Request for Proposals (RFP) No. RFP 4-2025 on February 13, 2025. After reviewing submissions and conducting evaluations, MKSK Inc., d/b/a MKSK was selected based on their qualifications and experience with urban planning and community-based design strategies.

The initial term of the agreement is through November 16, 2026 with an opportunity to seek additional services, subject to a change order, upon completion of the project. Either party may give the other party written notice of its intent to terminate the agreement by providing at least 10 days' notice.

**Budget Impact:** The total cost for this agreement is \$ 495,075. This amount is included in the current fiscal year's budget, and no additional funding is anticipated in future budget years.

**Are the funds budgeted?** Funds of \$500,000 are budgeted in of General Fund Capital Project Fund for FY 25 in 1105-160701-0001-71299.

**File Number:** 0404-25

**Director/Commissioner:** Duncan/Horn

