



**LEXINGTON - FAYETTE URBAN COUNTY GOVERNMENT**  
**Department of Planning, Preservation & Development**  
**Division of Planning**

**Jim Gray**  
**Mayor**

**Derek J. Paulsen, Ph.D.**  
**Commissioner**

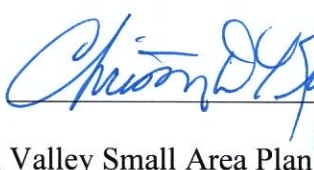
MEMORANDUM

TO: Mayor Jim Gray  
Members, Urban County Council

FROM: Chris King, Director

DATE: May 19, 2014

RE: Engagement of Services for Cardinal Valley Small Area Plan



This memo is to request Council approval of a professional services agreement with Lord Aeck Sargent for planning consulting services associated with the Cardinal Valley Small Area Plan. The work would be performed and charged in accordance with RFP #23-2014 and the contract attached to this memorandum. The cost for the services shall not exceed \$110,000.

Three firms responded to the RFP, and in accordance with CAO Policy #1, a selection committee was convened to evaluate the requests and interview the responders. The Selection Committee included Theresa Maynard, Division of Purchasing; Mike Owens, Planning Commission; Councilmember Peggy Henson; and Chris King, Jim Duncan, and Chris Taylor of the Division of Planning. The Committee determined that Lord Aeck Sargent's proposal was superior in terms of the review criteria established in the RFP.

The funds for this project are budgeted within the Division of Planning's FY14 budget. The Division of Planning will be the approval agency for all work and the recipient of all invoices. The Division of Planning will review and approve all invoices prior to forwarding for payment.

Attachments:

RFP  
Contract  
Proof of Insurance

C: Derek Paulsen, Commissioner of Planning, Preservation and Development

bluesheet memo - cardinal valley sap

**H O R S E   C A P I T A L   O F   T H E   W O R L D**

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