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2 **Resolution Relating to**  
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**RESOLUTION**  
Sponsor(s): Councilors Keogh,  
Wright, Paul, Mulvaney-Stanak: Bd. of Finance

Introduced: 09/12/11  
Referred to:  
Action:  
Date:  
Signed by Mayor:

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7 DOWNTOWN & WATERFRONT PLAN ACTIVITIES 2 & 3  
8 TOWN PLANNING AND URBAN DESIGN COLLABORATIVE  
9 (TPUDC)  
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12 **CITY OF BURLINGTON**

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14 In the year Two Thousand Eleven.....  
15 Resolved by the City Council of the City of Burlington, as follows:

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17 That WHEREAS, the development of a land use and development plan for Burlington's  
18 Downtown and Waterfront has been a long-standing action item in the City Municipal  
19 Development Plan and in September, 2009, the City Planning Commission and Department of  
20 Planning and Zoning were directed by the City Council to develop a scope of work, timeline, and  
21 budget for such a project; and

22 WHEREAS, the development of the Downtown and Waterfront Master Plan is a multi-  
23 department, public-private partnership intended to refine broad city-wide goals for sustainable  
24 development into focused, actionable, area-specific strategies to ensure the vitality of the central  
25 core of our community and enable us to achieve our community vision; and

26 WHEREAS, in October, 2010 the City of Burlington was named as one of 42 national  
27 recipients of a Sustainable Communities Challenge Grant awarded by the U.S. Department of  
28 Housing and Urban Development (HUD) for the development of a Downtown and Waterfront  
29 Master Plan; and

30 WHEREAS, a Cooperative Agreement between the City of Burlington and HUD was  
31 prepared in order to secure the \$286,750 Sustainable Communities Challenge Grant award; and

32 WHEREAS, the Burlington City Council previously indicated its unanimous support for  
33 the project and appropriated \$85,500 to the Department of Planning and Zoning to serve as part  
34 of the local leveraging requirement; and

36 **Resolution Relating to** DOWNTOWN & WATERFRONT PLAN ACTIVITIES  
37 2 & 3 TOWN PLANNING AND URBAN DESIGN  
38 COLLABORATIVE (TPUDC)  
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40 WHEREAS, on February 14, 2011, the Burlington City Council accepted the \$286,750  
41 Sustainable Communities Challenge Grant and approved the execution of a Cooperative  
42 Agreement with HUD, for the development of a Downtown and Waterfront Master Plan by  
43 Mayor Kiss after review and recommendation by the City Attorney; and

44 WHEREAS, a Selection Committee of 14 members was formed to review qualifications  
45 and form a final recommendation of consultant firms and teams responding to a RFQ (issued  
46 April 25, 2011) to perform Activity 2 and 3 scope of work as part of the City's approved  
47 workplan under the Sustainable Communities Challenge Grant; and

48 WHEREAS, the Selection Committee reviewed 20 statements of qualifications received  
49 and on June 8, 2011 created a shortlist of the 4 top consultant firms; and

50 WHEREAS, after issuing a RFP on June 10, 2011, the Selection Committee reviewed all  
51 four proposals (received July 8, 2011) and on July 27, 2011 unanimously elected to hire the  
52 Town Planning & Urban Design Collaborative (TPUDC); and

53 WHEREAS, the TPUDC proposal calls for a contract for an amount not to exceed  
54 \$175,000 for professional planning and urban design services undertaking Activities 2 and 3 of  
55 the workplan referenced above; and

56 WHEREAS, the proposal received the unanimous support of the Burlington Planning  
57 Commission at their August 9, 2011 meeting and the unanimous support of the Board of Finance  
58 at their August 29, 2011 meeting; and

59 WHEREAS, funding for this contract is included in the approved budget for the project  
60 and will be reimbursed by the HUD Grant referenced above;

61 NOW, THEREFORE, BE IT RESOLVED that the Burlington City Council hereby  
62 authorizes David E. White, Director of Planning & Zoning, to execute all necessary documents

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65 2 & 3 TOWN PLANNING AND URBAN DESIGN  
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68 relative to a contract for an amount not to exceed \$175,000.00 with the Town Planning and  
69 Urban Design Collaborative (TPUDC) for the undertaking of Activities 2 &3 of the workplan  
70 described above, subject to the review and approval of the City Attorney.

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73 lb/rwh/c: Resolutions 2011/Downtown & Waterfront Work Plan Contract with Town Planning & Urban Design Collaborative  
74 (TPUDC)  
75 9/7/11

