**Subject: Consultant Contract for CP 22-5**

**Meeting Date:** February 28, 2022  
**Submitted/Presented by/Department:** Ross Beckwith/Engineering Department

| Action Type          |  
|----------------------|-------------------------------------------------|
| ☒ Consent Item       | ☐ Discussion/Direction                          |
| ☐ Public Hearing     | ☐ Informational Only                            |
| ☐ Action/Motion      | ☐ Report                                         |
| ☐ Resolution         | ☐ Other: Click or tap here to enter text.        |

**Action**  
Approve a contract with Kimley-Horn and Associates for the Pedestrian and Bicycle Master Plan Update, City Project 22-5, for the not to exceed amount of $41,611.50.

**Background**  
The City of West St. Paul was recently awarded a $30,000 grant from Dakota County as part of the Statewide Health Improvement Program (SHIP) to update the City's 2011 Pedestrian and Bicycle Master Plan. A request for proposals was sent out to four consultants and three submitted proposals. Staff evaluated the proposals based on thoroughness, staff experience, outreach, hours and cost, and recommends Kimley-Horn and Associates be awarded the contract.

**Attachments**  
Proposal from Kimley-Horn & Associates.

**Previous Relevant Actions**  
At the January 2022 City Council approved a Joint Powers Agreement with Dakota County for acceptance of the Statewide Health Improvement Program (SHIP) grant in the amount of $30,000.

**Alternatives**  
Financial  
- **Budgeted:** ☐  
- **Fund:** Sidewalk Fund  
- **Department:** Click or tap here to enter text.  
- **Account:** Click or tap here to enter text.  
- **Amount:** Click or tap here to enter text.  
- **Funding in excess of the $30,000 grant, including the required 10% match, will come from the Sidewalk Fund.**  
- **No Financial Impact**