



City of Cheney Planning Department

Planning, Community Development, Historic Preservation

112 Anderson Road

Cheney, WA 99004-1870

Telephone: (509) 498-9240

Fax: (509) 498-9249

bjennings@cityofcheney.org

REQUEST FOR QUALIFICATIONS

The City of Cheney in Spokane County is issuing this request for qualifications (RFQs) to select a qualified professional planning consultant or multidisciplinary firms for the development of a long range Comprehensive Plan.

THE NEED

In 1997 the City Council adopted the city's first comprehensive plan under the Growth Management Act. From the outset the plan was intended as a compliance plan fulfilling the requirements of Growth Management while providing policy direction for future growth. Over the proceeding eleven years the plan was amended annually as the needs of the community evolved, however it did not adequately provide the City with any future vision of itself. As a result, the 1997 Plan has lost its relevance and sits largely unfamiliar to most of Cheney's residents. Without such a guiding document, growth in Cheney has been at best arbitrary leaving the City susceptible to "ad hoc" growth directives.

According to estimates by the Office of Financial Management (OFM) Cheney is expected to grow by 3,000+ residents over the next twenty years. Being a university town, growth in enrollment is also having an impact as Eastern Washington University welcomed the largest freshman class in school history just this fall. An updated Land Use Plan that balances the community's values and the realities of this growth is an essential piece of the 2030 Plan. The new plan should confront key issues in Cheney relating to land use, economic development, sustainability, mobility and connectivity, downtown revitalization, and other issues that materialize during the rewrite process. The 2030 Plan will effectively answer the question, "Where is Cheney going?" and should consist of two pieces. The first piece will establish a Vision and Policy Framework that defines the community's vision for the City in 2030. The second piece will satisfy the required elements of Washington State Growth Management Act and will answer the question, "How will Cheney get there?"

The 2030 Plan is intended to place Cheney on the path towards a brighter future with a growth strategy based on our city's vital assets, grounded in sustainability and achieved through broad community input.

SELECTION PROCESS ANTICIPATED TIMELINE

- October 29th – Issue RFQ
- November 12th – RFQ Responses due at 4:30pm (PDT)
- November 19TH – Distribute RFP to selected firms
- December 5th – RFP Responses due at 4pm (PDT)
- Week of December 15th – Interviews and Selection Committee makes recommendation
- December 23rd – City Council to approve the Selection Committee's recommendation

SUBMITTAL INFORMATION

Interested firms must submit one (1) digital, and ten (10) paper copies of their letter of interest and statement of qualifications, to be received no later than 4:30 pm on November 12th, 2008, at the City Administrator's Office; Cheney City Hall; 609 2nd Street; Cheney, WA, 99004. Based on the review of the RFQ responses, selected firms will receive the RFP via email in accordance with the anticipated timeline listed above. Statements of Qualifications (maximum of 10 pages) should include the following at a minimum:

- Name, address, telephone number, email, and web page of the firm or individual, with contact name(s).
- Statement of qualifications of the firm.
- Roles and experience of key personnel, including current resumes.
- Experience of the firm in performing similar planning work completed within the past five years, with citations of specific projects and names of clients, other consultants/subcontractors and periods of performance. Note experience with Growth Management.

For any additional information, please contact Brian Jennings, Community Development Director, via e-mail at bjennings@cityofcheney.org. Inquires and responses will be summarized and shared with all firms that have submitted questions.

For any additional information, please contact Brian Jennings, Community Development Director, via e-mail at bjennings@cityofcheney.org. Inquires and responses will be summarized and shared with all firms that have submitted questions.