



AGENDA MEMORANDUM

Planning Department

City Council
Meeting Date: June 3, 2025

To: City Council
From: Paula McMichael, AICP, Planning Director
Date: May 21, 2025

SUBJECT:

Recommendation to City Council to accept the Sanibel Plan update RFP (Request for Proposal) Selection Committee recommendation to award the project to Calvin, Giordano & Associates, Inc., of Bonita Springs, FL.

As part of the Community Development Block Grant Disaster Recovery (CDBG-DR) Fund made available to Lee County following Hurricane Ian, the City of Sanibel submitted for and received a grant to update the Sanibel Plan. The grant was awarded in April of 2024 and the subrecipient agreement was approved by City Council in July 2024. The Request for Proposal to solicit a consultant to prepare the plan update was issued in March 2025.

Two responses were received by April 24, 2025, both of which complied with the RFP requirements and were deemed appropriate to evaluate.

A committee comprised of two staff members from the Planning Department and one staff member from Natural Resources met on May 7, 2025, to rank the submittals. The ranking is shown in the table, below.

Firm	Ranking	Project Cost
Calvin, Giordano & Associates	1	\$149,888
WRT	2	\$250,009

FUNDING SOURCE:

Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Disaster Recovery program administered through Lee County.

RECOMMENDED ACTION:

Authorize the City Manager to proceed with engaging Calvin, Giordano & Associates for this project in the amount of \$149,888 and execute the contract, subject to the City Attorney's approval of contract's final form.

Sanibel is and shall remain a barrier island sanctuary