



AGENDA MEMORANDUM

Planning Department

City Council
Meeting Date: June 3, 2025

To: City Council
From: Master Transportation Plan RFP Selection Committee
Date: May 21, 2025

SUBJECT:

Recommendation to City Council to accept the Master Transportation Plan RFP (Request for Proposal) Selection Committee recommendation to award the project to Volkert, Inc. of Tampa, Florida.

BACKGROUND:

The City received a grant in the amount of \$200,000 from the Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Disaster Recovery program, administered through Lee County, to complete Master Transportation Plan.

The City released the RFP for this project on March 24, 2025, with 30 days for submission. Three proposals were received by the Planning Department in compliance with RFP requirements prior to the deadline. A selection committee comprised of Planning Director McMichael, Deputy Planning Director Chandler and City Engineer Dolley met on May 12, 2025, to rank the submittals. The committee's final rankings are described below.

Firm	Ranking	Project Cost
Volkert, Inc.	1	\$199,500
Kimley-Horn	2	\$200,000
Metric Engineering, Inc.	3	\$174,000

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 Volkert, Inc., for this project in the amount of \$199,500 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