

TOWNSHIP OF LOWER MERION

Planning Commission

Issue Briefing

Topic: Contract with the Montgomery County Planning Commission

Prepared by: Andrea Campisi, Senior Planner

Date: October 4, 2019

I. Action To Be Considered By The Board:

Authorize the Township Manager to enter a contract with the Montgomery County Planning Commission for consultant services.

II. Why This Issue Requires Board Consideration:

Consulting contracts require approval from the Board of Commissioners.

III. Current Policy Or Practice (If Applicable):

N/A

IV. Other Relevant Background Information:

The Building and Planning Department's proposed 2020 budget includes the Township's contribution for this contract. The current consulting contract with the County expired on July 31, 2019. Staff proposes to enter a new contract to immediately engage the County's assistance with the update to the Township's Land Use Codes and the preparation of a Sustainability Plan. The contract will run for three years from October 1, 2019 through September 30, 2022.

The County has committed to begin providing services immediately upon the execution of the contract. Staff notes that year one of the contract is slightly higher because it includes expedited work necessary to complete the update to the Township's Land Use Codes and move forward with other planning initiatives. The total contract amount is \$54,511 which represents 50% of the total estimated cost to the Montgomery County Planning Commission.

V. Impact on Township Finances:

Funding is included in the 2019 budget and the draft 2020 budget for these services.

VI. Staff Recommendation

Staff recommends the Board of Commissioners authorize the Township Manager to enter the contract.