

PASSED: July 15, 2025

A RESOLUTION AUTHORIZING SEAN BARNES, MAYOR, TO EXECUTE A MEMORANDUM OF AGREEMENT WITH THE MID-OHIO REGIONAL PLANNING COMMISSION FOR ASSISTANCE WITH THE REQUEST FOR PROPOSALS PROCESS FOR THE VILLAGE OF ALEXANDRIA COMPREHENSIVE PLAN UPDATE

WHEREAS, the Mid-Ohio Planning Commission (MORPC) is able to provide assistance to the Village of Alexandria with the Request for Proposals (RFP) process for the Village of Alexandria Comprehensive Plan Update, and

WHEREAS, the Village of Alexandria has requested the assistance of MORPC staff through the Consultant Services Program,


NOW THEREFORE, BE IT RESOLVED by the VILLAGE OF ALEXANDRIA:

Section 1: SEAN BARNES, MAYOR, is hereby authorized to enter into the Memorandum of Agreement attached hereto as Exhibit A to obtain this assistance from MORPC.


Section 2: This Resolution is hereby declared to be an emergency measure, necessary for the immediate preservation of the public health, safety and welfare. Wherefore, provided this Resolution receives the affirmative vote of three-fourths of the members of Council elected or appointed, it shall take effect immediately upon its passage and execution by the Mayor; otherwise, it shall take effect and be in the force from and after the earliest period allowed by law.

ATTEST:

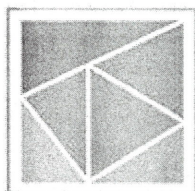
  
\_\_\_\_\_  
Mayor Sean Barnes

  
\_\_\_\_\_  
Caroline J. Gissinger, Fiscal Officer

APPROVED AS TO FORM:

  
\_\_\_\_\_  
David T. Ball, Esq., Solicitor

# EXHIBIT A



MID-OHIO REGIONAL  
**MORPC**  
PLANNING COMMISSION

111 Liberty St., Suite 100  
Columbus, Ohio 43215  
www.morpc.org

## MEMORANDUM OF AGREEMENT

July 7, 2025

Sean Barnes, Mayor  
Village of Alexandria  
4 W. Main St.  
Alexandria, OH 43001

Subject: Village of Alexandria Consultant Services Program Assistance – Comprehensive Plan Update

Dear Mayor Barnes:

The Mid-Ohio Regional Planning Commission (MORPC) is able to provide assistance with the Request for Proposal (RFP) process for the Project outlined below on behalf of Village of Alexandria.

This contract and the terms therein, are intended to assist the Village of Alexandria with the RFP process, including the formation of the request, advertising the request, evaluating proposals, and assisting with the final selection and project scoping.

**Statement of Work:** Village of Alexandria requests the assistance of MORPC Staff through the Consultant Services Program.

MORPC Staff will complete the following services and/or tasks for the Village of Alexandria:

- Formation of an RFP Document which outlines the Village of Alexandria Comprehensive Plan Update project details, including:
  - Project Purpose
  - Scope of Services
  - Basic Components / Deliverables
  - Project Timeframe
  - Project Budget
- Advertisement of the RFP through MORPC's Consultant Services Program Webpage
  - Initial scoring and reviews of Proposal Submissions from Prequalified Consultants, including the selection of two to three Consultants to make presentations of their Proposals to a selection committee comprised of MORPC staff and representatives of the applicant community.
- The facilitation of final proposal scoring, and
- The facilitation of a Project Scoping Meeting where final details to be included in the contract will be negotiated.

### Terms:

- The project will last 8 weeks from the date of execution of this agreement (when MORPC and Village of Alexandria signs the Agreement).

William Murdock, AICP  
*Executive Director*

Chris Amorose Groomes  
*Chair*

Michelle Crandall  
*Vice Chair*

Ben Kessler  
*Secretary*

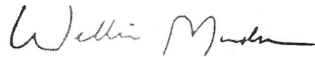
## EXHIBIT A

- \$1,000 administrative fee, paid to MORPC within 30-days of contract initiation.

**Completion and Cancellation:** This contract shall end on September 5, 2025. Contract may be cancelled prior to completion of the Scope of Work within 30 days of mutually agreed upon terms.

We look forward to working with you on the RFP Process for Village of Alexandria Comprehensive Plan Update. If this Statement of Work and Compensation meets your approval, please authorize with your signature below. Should you have any questions or need additional information, please contact Jessica Kuenzli at [jkuenzli@morpc.org](mailto:jkuenzli@morpc.org) or (614) 233-4152.

Kind Regards,



William Murdock  
Executive Director

07/09/2025

Date

**Acceptance and Authorization to Proceed:**

Sean Barnes  
Mayor, Village of Alexandria

Date

\*\*\*\*\*

## TX REPORT

\*\*\*\*\*

TX IMAGE SET NOT TO DISPLAY

JOB NO. 0876  
ST. TIME 07/15 19:50  
SHEETS 1  
FILE NAME

TX INCOMPLETE -----

TRANSACTION OK -----

ERROR \\voa-admin\scans

VOA Admin

\*\*\*\*\*

## TX REPORT

\*\*\*\*\*

TX IMAGE SET NOT TO DISPLAY

JOB NO.	0877
ST. TIME	07/15 19:50
SHEETS	3
FILE NAME	

TX INCOMPLETE	-----
---------------	-------

TRANSACTION OK	-----
----------------	-------

ERROR	\\voa-admin\scans
-------	-------------------

VOA Admin