

# TOWN OF SUNSET BEACH

## TOWN COUNCIL AGENDA ITEMS

**MEETING DATE:** March 4, 2013

**AGENDA ITEM NUMBER:** 5g

**SUBJECT:** Future Expansion Project RFQ

**SUMMARY OF INFORMATION:**

The Request for Qualifications Statements from architects is to do a study of Town office space needs for the next 20 years. We have set a due date of April 3<sup>rd</sup> in order to allow time for staff to review them all and make a recommendation to Council at the April work session. At that meeting we could set an interview date and then contact those selected for interview with an eye toward selecting the firm best able to do the job at the May Council meeting.

TOWN ADM: ( x ) DEPT. HEAD ( )