



AUDIT COMMITTEE MEETING

INDIVIDUAL POST-SOLICITATION BRIEFING FOR SA TOMORROW COMPREHENSIVE PLAN REGIONAL CENTER / COMMUNITY PLAN DEVELOPMENT

February 21, 2017

**Bridgett White, AICP, Director
Department of Planning & Community
Development**

Solicitation Overview



Originating Department: Planning & Community Development



Solicitation Type: Request for Qualifications (RFQ)



High Profile Designation: Contract Value Over \$1 Million



Estimated Value: \$1,045,000 total value



Current Contract Status: New Contract



Proposed Term: 2 years w/ 2, 1 year renewal options

Project Timeline

Pre-Solicitation

Goal Setting Committee:

- 10/24/2016

Audit Committee Pre Solicitation Briefing:

- 10/25/2016

Release RFP:

- 11/14/2016

Solicitation

Pre-Submittal Conference:

- 11/22/2016

Deadline for Questions:

- 11/30/2016

RFP Due:

- 12/16/2016

Post – Solicitation

Evaluation Complete:

- 2/1/2017

Contract Negotiated:

- February 2017

Audit Committee Post Solicitation Briefing:

- 2/21/2017

Finalization

City Council Consideration:

- 3/23/2017

Contract Start Date:

- 3/23/17

Project Scope



- SA Tomorrow Comprehensive Plan
- 1.1 Million New Residents
- Key Data: 500,000 Housing Units / 500,000 Jobs

Regional Centers

- 13 Employment Centers
- Current: 15,000 or more jobs
- Three Types: Activity Centers, Logistics / Service Centers, and Special Purpose Centers

Community Planning

- Community-scaled
- Areas need planning for growth and development
- Neighborhood Considerations
- Plan scaled for infrastructure planning: Growth Assumptions

Project Scope

(similar scope for Community Plans)

Regional Center Plan Components

The following provides the major plan components and steps for a regional center plan.

Project Team and Initiation

- Organize Planning Team and Key Stakeholders
 - Neighborhood Representatives, including all registered neighborhood associations, Major Institutions, Major Property Owners and Major Employers
 - Department of Planning & Community Development Lead
 - Economic Development Department Co-Lead
 - Plan Partners
 - Housing Commission Staff Liaison
 - Transportation & Capital Improvements Department
 - Development Services Department
- Develop the boundary of the regional center, while ensuring that neighborhood boundaries remain intact.
- Develop community engagement strategy

Areas of Change and Areas of Stability Analysis

- Areas of Stability identification and stabilization and enhancement strategy
- Areas of Change identification and strategy
 - Economic development strategy
 - Housing strategy
 - Housing and job capture target development
- Transition Areas strategy

Land Use Plan Development

- Areas of Change land use plan
- Areas of Stability plans (Neighborhood Plans)
- Identification of zoning changes

Infrastructure and Amenity Improvement Plan

- Identification of major issues and gaps
- Identification of needed improvements

Implementation

- Regional Center organizational structure and management plan
- Update land use plan and zoning
- Key Investments
 - Prioritization of needed improvements
 - Phasing strategy
- Design guideline/standards development
- Neighborhoods action plans

Solicitation Requirements

Evaluation Criteria

- Experience, Background, Qualifications: 35 Points
- Proposed Plan: 30 Points
- SBEDA: SBE Prime – 10 points; M/WBE Prime - 10 Points
- Local Preference Program: 10 Points
- Veteran Owned Small Business Program: 5 Points

Additional Requirements

- SBEDA Subcontracting Requirements: 17% M/WBE
- Audited Financial Statements: Not Required

Goal Setting Committee

- Richard Keith, Chair
- Troy Elliott, CPA, Deputy Chief Financial Officer
- Michael Sindon, Assistant Director, Economic Development
- Rudy Nino, Interim Assistant Director, DPCD

Project Evaluation Committee Members

Voting Members	Advisory Members
Bridgett White, Director, Planning and Community Development	Peter Zanoni, Deputy City Manager
Rudy Nino, Jr., Interim Assistant Director, Planning and Community Development	Brian Dillard, Dignowity Hill Neighborhood
Eloisa Portillo-Morales, Planning and Community Engagement Manager, Sustainability	
Michael Dice, Policy Administrator, Development Services	
Sandy Jenkins, Manager, Parks and Recreation	
Irby Hightower, Principal, Alamo Architects	
Hannah Santiago, Strategic Planner, VIA	
Elyse Bernal, Five Points Neighborhood	

Score Matrix

SA Tomorrow Area Planning Services RFQ 17-015, 6100008341 Score Summary	Maximum Points	Vendor A	Vendor B	Vendor C
A - Experience, Background, Qualifications	35	33.56	13.22	24.56
B - Proposed Plan	30	27.33	11.00	20.56
A - B Sub-Total	65	60.89	24.22	45.12
C - Small Business Economic Development Advocacy Program	20	0.00	20.00	0.00
D - Local Preference Program	10	0.00	10.00	0.00
E - Veteran-Owned Small Business Preference Program	5	0.00	0.00	0.00
TOTAL SCORE	100	60.89	54.22	45.12
RANK BASED ON TOTAL SCORE		1	2	3



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**Troy Elliott, CPA
Deputy Chief Financial Officer
and
Kevin Barthold
City Auditor**

Procurement Overview - Due Diligence

Number of vendors notified:	522
Number of vendors at pre-submittal conference:	12
Number of responses received:	4
Results of Minimum Requirements Review	1 response deemed non-responsive for failing to meet the M/WBE subcontracting goal
Results of Due Diligence Review	No Findings
Respondent Background Check	No Findings
Financial Statement Review	N/A
References, Proof of Insurability Review and Litigation Disclosure	No Findings
Contracts Disclosure Form	No Findings

Procurement Overview - Due Diligence

City Auditor Briefing on Due Diligence Review



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