



# City of San Antonio

## Agenda Memorandum

**File Number:**18-1119

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**Agenda Item Number:** 24.

**Agenda Date:** 1/18/2018

**In Control:** City Council A Session

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**DEPARTMENT:** Neighborhood and Housing Services

**DEPARTMENT HEAD:** Verónica R. Soto, AICP

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

An Ordinance authorizing the negotiation and execution of a contract for consulting services with Economic and Planning Systems, Inc. in an amount not to exceed \$138,500, to prepare a comprehensive housing policy framework in support of the Mayor's Housing Policy Task Force

### **SUMMARY:**

This item authorizes the negotiation and execution of a contract for consulting services with Economic and Planning Systems, Inc. in an amount not to exceed \$138,500 to prepare a comprehensive housing policy framework in support of the Mayor's Housing Policy Task Force. The contract includes four (4) key tasks with a contract completion date not to exceed six months from the date of contract execution.

### **BACKGROUND INFORMATION:**

On August 18, 2017, San Antonio Mayor Ron Nirenberg announced the formation of a new task force to develop a comprehensive housing policy for the City of San Antonio. The Mayor's Housing Policy Task Force (MHPTF) is working with the community to find solutions to the issues of gentrification/displacement, rising property taxes, decreasing housing affordability, and neighborhood preservation.

The Task Force held its first meeting in October 2017, has held five (5) public meetings and one (1) community input meeting, and is anticipated to convene regularly through mid-2018. Collectively the five-member Task Force developed the following vision and mission statement to guide its work and policy-making process.

### **Mayor's Housing Policy Task Force Vision Statement:**

San Antonio will be a place of opportunity for all current and future residents where people have a right to

place and to meaningful participation in decisions that impact the places where they live. Everyone will have a place to call home. The city will lead the nation in creating healthy neighborhoods, connected communities and shared prosperity. Housing will be decent, safe, affordable and stable, delivered through a sustainable system. There will be collaborative efforts between the public, private and non-profit sectors to ensure that affordable housing alternatives are available throughout our city. Policies will exist that create access to education, transportation and preserve neighborhoods and cultural resources.

#### **Mayor's Housing Task Force Mission Statement:**

- The Mayor's Housing Policy Task Force will lead a policy-making process grounded in community, data, and best practices that will address the full spectrum of housing. The process will include a commitment to inclusive community engagement that will engender trust.
- The collaborative decision-making process will gather information from San Antonio residents, housing stakeholders and housing experts that will contribute to and result in comprehensive and compassionate recommendations that allow for all residents to live in dignity.
- The Task Force will assess the need, establish priorities, assure the equitable distribution of resources, and encourage investment that preserves the heritage of neighborhoods. It will challenge rising housing costs and historic inequity, develop public, private and non-profit sector responses, measure results and advance meaningful opportunity strategies.
- The Task Force recognizes that San Antonio prospers when we foster healthy, resilient, sustainable, economically-integrated neighborhoods by preserving affordable housing, expanding housing supply for all, preventing displacement of low-income residents, and building infrastructure that increases connectivity and mobility.

Additionally, the Task Force has identified five key policy areas and created technical working groups to address specific components of housing policy development as follows:

1. Providing housing for all, including special populations
2. Creating a transparent, coordinated housing system
3. Increasing housing production and lowering costs by removing barriers
4. Expanding housing funding and innovative financing
5. Developing and preserving housing for stable, equitable and resilient neighborhoods

#### **ISSUE:**

The Neighborhood and Housing Services Department (NHSD) issued a Request for Proposals (RFP) on December 15, 2017 for assistance with the development of a comprehensive housing policy framework for San Antonio. The Scope of Services includes four (4) primary tasks:

- Task 1. Prepare a City-Wide Housing Policy Framework
- Task 2. Complete an analysis of relevant data and integrate data into the Housing Policy Framework
- Task 3. Prepare the final report of the Mayor's Housing Policy Task Force
- Task 4. Provide additional support to the Mayor's Housing Policy Task Force

Submittals in response to the RFP were due on January 5, 2018.

Three (3) qualified proposals were received and evaluated by the RFP evaluation committee ("committee"). The evaluation of each proposal was based on a total of 100 points: 20 points allotted for experience, background, qualifications; 40 points allotted for proposed plan; 15 points allotted for price; 10 points allotted

for SBEDA (5 points for SBE Prime Contract Program, and 5 points for Minority/Women owned business entities (M/WBE) Prime Contract Program); 10 points allotted for Local Preference Program (LPP); and 5 points allotted for Veteran-owned Small Business Preference Program (VOSB). A summary of the RFP scoring is attached.

After review, Economic and Planning Systems, Inc. was selected by the committee as the recommended Respondent for award. The committee based its decision on several weighted factors, to include experience, background and qualifications and proposed plan. ESBE Prime Contract Program, M/WBE Price Contract Program, and Local Preference points, where applicable, were added to the committee's points to determine final scores. The Local Preference Program was applied in the evaluation of responses received for this contract; however, the highest ranked firm is not a local business.

The term of the Agreement shall not exceed six months from the date the contract is executed. There is no minimum contract value guaranteed by this agreement. The total value for the agreement is not to exceed \$138,500. City staff will negotiate and execute the final contract.

#### **ALTERNATIVES:**

City Council may elect not to approve the contract with Economic and Planning Systems, Inc. for consulting work leading to a housing policy framework. Disapproval of the contract may negatively impact the work of the Mayor's Housing Policy Task Force currently under way.

#### **FISCAL IMPACT:**

This ordinance authorizes staff to negotiate a contract with Economic and Planning Systems, Inc. in an amount not to exceed \$138,500 for consulting work leading to a housing police framework. Funds for this contract are available through a grant provided to the City by the San Antonio Housing Trust Finance Corporation.

#### **RECOMMENDATION:**

Staff recommends approval of the Ordinance authorizing the negotiation and execution of a contract for professional consulting services with Economic and Planning Systems, Inc.