



Legislation Text

File #: Res. 2018-195R, **Version:** 1

AGENDA CAPTION:

Consider approval of Resolution 2018-195R, approving a CDBG-DR Contract with Root Policy Research for a CDBG-DR Housing Study and Needs Assessment in the estimated amount of \$67,850; authorizing the City Manager or his designee to execute this contract on behalf of the City and declaring an effective date.

Meeting date: October 16, 2018

Department: Planning and Development Services Department - Shannon Mattingly, Director (By Lynda Williams, Purchasing Manager)

Amount & Source of Funding

Funds Required: \$67,850

Account Number: 13028125-56201 PLMGT-PLANNING-HSTUDY

Funds Available: \$67,850

Account Name: DR Gen Planning Costs

Fiscal Note:

Prior Council Action:

City Council Strategic Initiative: [Please select from the dropdown menu below]

Workforce Housing

Choose an item.

Choose an item.

Comprehensive Plan Element (s): [Please select the Plan element(s) and Goal # from dropdown menu below]

☐ Economic Development - Choose an item.

☐ Environment & Resource Protection - Choose an item.

☐ Land Use - Choose an item.

☒ Neighborhoods & Housing - Diversified housing options to serve citizens with varying needs and interests

☐ Parks, Public Spaces & Facilities - Choose an item.

☐ Transportation - Choose an item.

☐ Not Applicable

Master Plan: *[Please select the corresponding Master Plan from the dropdown menu below (if applicable)]*

Vision San Marcos - A River Runs Through Us

Background Information:

The City sought qualifications from firms for CDBG-DR Housing Study and Needs Assessment to identify and assess existing and future housing stock within the community with a focus on workforce housing needs. The housing study is intended to address topics such as demographic changes, affordability in San Marcos, the types of households most likely to need affordable housing, and the ability to accommodate future housing needs in the City. The solicitation was issued in compliance with all requirements for federal grant funding.

On August 30, 2018, the City received five (5) Statements of Qualifications (SOQs) for CDBG-DR Housing Study and Needs Assessment (RFQ 218-345). All SOQs were independently evaluated and scored by a City-staffed evaluation committee. The committee unanimously selected Root Policy Research, located in Denver, Colorado, as the most highly qualified firm based on demonstrated competence and qualifications. The City has negotiated a fair and reasonable price in the amount of \$67,850 for completion of the CDBG-DR Housing Study and Needs Assessment.

Council Committee, Board/Commission Action:

The Council Committee on Workforce Housing discussed the study during the May 9 Committee Meeting. The study will provide data and analysis to be utilized by the newly created workforce housing task force.

Alternatives:

[Click or tap here to enter text.](#)

Recommendation:

Award a professional services agreement to Root Policy Research located in Denver, Colorado, for \$67,850.