

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	28413	Agenda Number	47.
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Meeting Date:	October 24, 2013
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Department:	Purchasing
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Subject

Authorize award, negotiation and execution of a contract with BBC RESEARCH & CONSULTING, for a Housing Market Study and an Impediments to Fair Housing Choice Study in an amount not to exceed \$169,000.

Amount and Source of Funding

Funding is available in the Fiscal Year 2013-2014 Capital Budget of Neighborhood Housing and Community Development Department.

Fiscal Note

A fiscal note is attached.

Purchasing Language:	Best evaluated proposal received.
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Prior Council Action:	April 11, 2013 - Council approved a resolution authorizing the negotiation and execution of an interlocal agreement with Travis County to allow the City of Austin to develop and manage a solicited contract to conduct a Housing Market Study and an Analysis of Impediments to Fair Housing Choice Study.
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For More Information:	Steve Aden, Purchasing Manager, 972-4040
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Boards and Commission Action:	
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Related Items:	
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MBE / WBE:	This contract will be awarded in compliance with City Code Chapter 2-9C (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore no goals were established for this solicitation.
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Additional Backup Information

This action authorizes the negotiation and execution of a contract with BBC RESEARCH & CONSULTING, for a comprehensive Housing Market Study in an amount not to exceed \$219,000. The City of Austin's Neighborhood Housing and Community Development (NHCD) Office issued a Request for Proposals (RFP) No. STA0149 to research firms and consultants qualified and experienced in housing market data collection and analysis to conduct a comprehensive housing market study.

The Neighborhood Housing and Community Development Office (NHCD) solicits a housing market study and a study on the Analysis of Impediments to Fair Housing Choice prior to each five-year strategic planning period. These studies are requirements for creating the FY 2014—2019 Five-Year Consolidated Plan for the U.S. Department of Housing and Urban Development (HUD). The Five-Year Consolidated Plan includes the grantee's needs assessment, market analysis, and a strategic plan for addressing the community's priority needs for the period of the plan. The Consolidated Plan is designed to help states and local jurisdictions make data-driven, place-based investment decisions.

The Comprehensive Housing Market Study will be conducted for the City of Austin. Outside of U.S. Department of Housing and Urban Development's (HUD) Consolidated Planning requirements, a market study has been recommended by the Imagine Austin Comprehensive Plan (2012), the Community Housing Development Organization (CHDO) Roundtable, and the City of Austin Affordable Housing Siting Policy Working Group.

The Analysis of Impediments to Fair Housing Choice (AI) is required by 24 CFR 91.225(a)(1); 91.325(a)(1); and 91.425(a)(1)(I) as part of an entitlement jurisdiction's responsibility to affirmatively further fair housing, and provides critical analysis to be included in the City's 2014-2019 Consolidated Plan. The Analysis of Impediments to Fair Housing Study will be confined to the city limits of the City of Austin, and will be expected to satisfy the conditions of HUD's Consolidated Planning requirements.

The studies will update data for the review and study of prevailing housing trends to analyze and create sound, reasoned affordable housing policies for the City.

MBE/WBE solicited: 42/24

MBE/WBE bid: 0/0

NOTE: Complete copy of the Evaluation Matrix is on file in the Purchasing Office and is on the City of Austin, FASD Purchasing Office website.

MBE/WBE SUBCONTRACTOR PARTICIPATION SUMMARY

Prime - BBC Research & Consulting, Denver, CO	\$184,000	84%
Subcontractor:		

<u>NON MBE/WBE</u>	<u>\$35,000</u>	<u>16%</u>
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Morningside Research & Consulting	\$35,000	16%
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Austin, TX, Planning and assessment services, data collection and analysis, budget and cost analysis, program evaluation and performance reviews.

PRICE ANALYSIS

- a. Adequate competition.
- b. Four hundred thirty-four notices were sent including 42 MBE and 24 WBE firms. Two proposals were received,

none of which were MBE or WBE firms.

- c. The pricing offered represents a 48% increase from the last contract awarded in September 2008. The increase can be attributed to the additional needs of the department in comparison to the previous requirements of this study.

APPROVAL JUSTIFICATION

- a. Best evaluated proposal.
- b. The Purchasing Office concurs with the Neighborhood Housing and Community Development Office's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.