



## Recommendation for Action

**File #:** 20-2413, **Agenda Item #:** 44.

8/27/2020

### Posting Language

Authorize negotiation and execution of a multi-term contract with Cortez Consulting Services, Corp. (MBE), to provide community engagement services, for up to 42 months for a total contract amount not to exceed \$253,750.

(Note: This procurement was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this procurement, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

### Lead Department

Purchasing Office.

### Client Department(s)

Economic Development Department.

### Fiscal Note

Funding in the amount of \$72,500 is available in Fiscal Year 2020-2021 Operating Budget of the Economic Development Department. Funding for the remaining contract term is contingent upon approved available funding in future budgets.

### Purchasing Language:

Professional Services.

### For More Information:

Inquiries should be directed to the City Manager's Agenda Office, at 512-974-2991 or [AgendaOffice@austintexas.gov](mailto:AgendaOffice@austintexas.gov) <<mailto:AgendaOffice@austintexas.gov>> or to Brenita Wilkison, at 512-974-3164 or [brenita.selement@austintexas.gov](mailto:brenita.selement@austintexas.gov) <<mailto:brenita.selement@austintexas.gov>>.

### Additional Backup Information:

The contract provides continued comprehensive community outreach to support the Economic Development Department in the Master Developer Agreement negotiation process by facilitating regularly occurring community stakeholder group meetings, performing public relations activities for the benefit of the project, and assisting in mediation, facilitation, and coordination efforts with related and adjacent projects impacting the implementation of the Colony Park Sustainable Community. The current contract provides community engagement services and facilitates public input for the development of the solicitation for a master developer for the Colony Park Sustainable Community. To achieve the goal of obtaining robust community input to support the City during the Master Developer solicitations and negotiations, the community engagement efforts being provided by the current contract were compressed, therefore, the entirety of the currently authorized funds are anticipated to be expended by the end of Fiscal Year 2020.

Due to the dynamic nature and complexity of this project, a new contract is needed for the continued provision

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of monthly, quarterly, and annual engagement services, as well as an additional task to coordinate, facilitate and mediate meetings. The consulting fees for these proposed services are the same or similar to the current contract for community engagement services.

If the contract is not secured, the Colony Park Sustainable Community outreach efforts will be negatively impacted and potentially not completed on a schedule that will align with the City's efforts to negotiate a Master Development Agreement. The recommended contractor is the current provider of these services and is certified by the City as a Minority Business Enterprise.

**Contract Detail:**

<b><u>Contract Term</u></b>	<b><u>Length of Term</u></b>	<b><u>Contract Authorization</u></b>
Initial Term	18 mos.	\$108,750
Optional Extension 1	1 yr.	\$ 72,500
Optional Extension 2	1 yr.	\$ 72,500
<b>TOTAL</b>	<b>42 mos.</b>	<b>\$253,750</b>

**Note:** Contract Authorization amounts are based on the City's estimated annual usage.

**Strategic Outcome(s):**

Economic Opportunity and Affordability; Government That Works for All; Health and Environment.