



CITY COUNCIL AGENDA REPORT

Meeting Date: July 15, 2021

From: John Swiecki, Community Development Director

Subject: Affordable Housing Strategic Plan Request for Proposals and Consultant Selection

Community Goal/Result

Community Building - Brisbane will honor the rich diversity of our city (residents, organizations, businesses) through community engagement and participation

Fiscally Prudent - Brisbane's fiscal vitality will reflect sound decisions which also speak to the values of the community

Purpose

To develop an affordable housing strategic plan that will provide affordable housing policies and investment strategies tailored to the City's present and future affordable housing needs.

Recommendation

That the Council authorize the Housing Subcommittee to select the successful affordable housing consultant, and authorize the City Manager to negotiate and sign a professional services agreement with the successful consultant.

Background

At the May 6, 2021 City Council meeting, Council authorized the release of an RFP for qualified consultants to prepare an affordable housing strategic plan and authorized the City Council Housing Subcommittee (Council Members Davis and Lentz) to make a recommendation for consultant selection to the full City Council. The May 6, 2021 staff report is attached for reference.

The RFP (attached) was released on June 4, 2021, and proposals were received by the July 2, 2021 deadline from the following firms:

- BAE Urban Economics
- ECONorthwest
- Keyser Marston Associates
- Michael Baker International
- Seifel Consulting Inc.

Consultant interviews with the Housing Subcommittee are scheduled for the week of July 19, 2021.

Discussion

The Council will not meet again until September due to the summer break. Considering the importance of advancing the affordable housing strategic planning process in light of the upcoming Baylands Specific Plan process and the City's Housing Element update, staff recommends that the consultant selection and execution of a professional services agreement move forward in a timely manner based on the Housing Subcommittee's recommendation. The Subcommittee and staff will evaluate responsive proposals based on the consultant's expertise and translatable experience, understanding of the housing, financing, and planning context in Brisbane, budget, and overall vision and approach to the work.

Fiscal Impact

Proposed budgets in the proposals received range from approximately \$73,000 to \$180,000. There is approximately \$2 million available in the low and moderate income housing fund, which is anticipated to increase to approximately \$4 million when the Housing Authority's sale of the McLain property closes. Additionally, since much of the work scope is directly attributable to the Baylands, the City's reimbursement agreement with the Baylands developer (BDI) will enable some portion of the contract cost to be borne by the developer.

Measure of Success

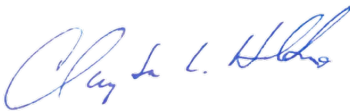
An affordable housing strategic plan prepared by a qualified consultant team that will identify the most efficient and effective affordable housing investment and planning strategies for Brisbane.

Attachments

1. [May 6, 2021 Council staff report](#) (hyperlink)
2. [Affordable Housing RFP](#) (hyperlink)



John Swiecki, Community Development Director



Clay Holstine, City Manager