

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Contract Extension for Consolidated Plan, Annual Action Plan, CAPER, and Equity Plan – RFP No. 21-0019
INITIATED BY:	Finance Department

It is requested that Council authorize an extension to the contract with Mosaic Community Planning, LLC (Atlanta, GA) for the total fixed fee of \$173,570.00 for ongoing assistance with planning work related to various community development programs. The services include 2023-2027 Annual Action Plans, 2022-2026 Consolidated Annual Performance Evaluation Reports (CAPERs), 2026-2030 Consolidated Plan, and a 2025 Equity Plan (or comparable fair housing study). The services also include Environmental Review Records in the amounts of \$115, \$230, \$345 and \$485, depending on the level of review required; the pricing is subject to annual increase by a percentage not to exceed 5% year-over-year. On-call technical assistance will be on an hourly basis: \$225 for a Principal, \$200 for a Senior Consultant, \$170 for a Senior Planner and \$115 for an Associate Planner. The contract extension will be for a five-year period.

Per Resolution No. 084-21, Council authorized the execution of a contract with Mosaic Community Planning, LLC for assisting staff of the Community Reinvestment Department with the development of the 2021-2026 Consolidated Plan, 2021-2026 Neighborhood Revitalization Strategy Area Plan, 2021 Annual Action Plan, and the 2021 Analysis of Impediments to Fair Housing Choice, including all narratives, data tables, and other plan elements.

Per Resolution No. 062-22, Council authorized the execution of Amendment 1, which was for the 2022 Annual Action Plan and the Consolidated Annual Performance Report (CAPER) as well as substantially amending prior year HUD Action Plans.

To continue providing assistance with planning work related to various community development programs, Mosaic Community Planning, LLC requires an update to the original contract to reflect the ongoing work:

Items I – IV are fixed fees by program year, inclusive of all staff time, travel, supplies, and equipment.					
I. Annual Action Plans					
2023	2024	2025	2026	2027	Total
8,500.00	8,840.00	9,200.00	N/A	9,940.00	36,480.00
II. Consolidated Annual Performance Evaluation Reports (CAPER)					

2022	2023	2024	2025	2026	Total
10,660.00	10,980.00	11,300.00	11,650.00	12,000.00	56,590.00
III. 2026-2030 Consolidated Plan and 2026 Annual Action Plan					\$42,000.00
IV. Equity Plan (or comparable fair housing study)					\$38,500.00
TOTAL					\$173,570.00
V. Environmental Review Records (subject to annual increase by a percentage not to exceed 5% year-over-year)					
A. Level of Review Required:					
1. Exempt					\$115.00
2. Categorically excluded not subject to 58.8 (CENST)					\$115.00
3. Categorically excluded subject to 58.8 (CEST)					\$345.00
B. Additional charges for reviews triggering further compliance and evaluation:					
1. Compliance documentation, per site (additional fee for structures located in a floodplain; all required flood insurance documents to be supplied by the City)					\$115.00
2. Noise abatement documentation, per site (additional fee for structures and proximity to significant noise sources requiring further research and calculations)					\$230.00
3. Historic preservation documentation, per site (additional fee for structures more than 50 years old; all required photos, with map key, to be supplied by city)					\$485.00
VI. On-Call Technical Assistance as requested by the City. The below rates will remain in effect for the 2023 calendar year. Mosaic's hourly rates are subject to periodic adjustment thereafter, based on the mutually agreed upon rates by Mosaic and the City.					
A. Principal					\$225/hour
B. Senior Consultant					\$200/hour
C. Senior Planner					\$170/hour
D. Associate Planner					\$115/hour

Funds will be budgeted each fiscal year: Community Development Block Grant Fund – Community Reinvestment – CDBG-CV – Contractual Services; 0210-245-6000-CDCV-6319 and Community Development Block Grant Fund – Community Reinvestment – CDBG Administration – Contractual Services; 0210-245-1000-CDBG-6319.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING AN EXTENSION TO THE CONTRACT MOSAIC COMMUNITY PLANNING, LLC (ATLANTA, GA) FOR THE TOTAL FIXED FEE OF \$173,570.00 FOR ONGOING ASSISTANCE WITH PLANNING WORK RELATED TO VARIOUS COMMUNITY DEVELOPMENT PROGRAMS. THE SERVICES INCLUDE 2023-2027 ANNUAL ACTION PLANS, 2022-2026 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORTS (CAPERS), 2026-2030 CONSOLIDATED PLAN, AND A 2025 EQUITY PLAN (OR COMPARABLE FAIR HOUSING STUDY). THE SERVICES ALSO INCLUDE ENVIRONMENTAL REVIEW RECORDS IN THE AMOUNTS OF \$115, \$230, \$345 AND \$485, DEPENDING ON THE LEVEL OF REVIEW REQUIRED; THE PRICING IS SUBJECT TO ANNUAL INCREASE BY A PERCENTAGE NOT TO EXCEED 5% YEAR-OVER-YEAR. ON-CALL TECHNICAL ASSISTANCE WILL BE ON AN HOURLY BASIS: \$225 FOR A PRINCIPAL; \$200 FOR A SENIOR CONSULTANT; \$170 FOR A SENIOR PLANNER AND \$115 FOR AN ASSOCIATE PLANNER. THE CONTRACT EXTENSION WILL BE FOR A FIVE-YEAR PERIOD.

WHEREAS, per Resolution No. 084-21, Council authorized the execution of a contract with Mosaic Community Planning, LLC for assisting staff of the Community Reinvestment Department with the development of the 2021-2026 Consolidated Plan, 2021-2026 Neighborhood Revitalization Strategy Area Plan, 2021 Annual Action Plan, and the 2021 Analysis of Impediments to Fair Housing Choice, including all narratives, data tables, and other plan elements; and,

WHEREAS, per Resolution No. 062-22, Council authorized the execution of Amendment 1, which was for the 2022 Annual Action Plan and the Consolidated Annual Performance Report (CAPER) as well as substantially amending prior year HUD Action Plans; and,

WHEREAS, to continue providing assistance with planning work related to various community development programs, Mosaic Community Planning, LLC requires an update to the original contract to reflect the ongoing work.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to the extend the contract with Mosaic Community Planning, LLC (Atlanta, GA) for the total fixed fee of \$173,570.00 for ongoing assistance with planning work related to various community development programs. The services include 2023-2027 Annual Action Plans, 2022-2026 Consolidated Annual Performance Evaluation Reports (CAPERs), 2026-2030 Consolidated Plan, and a 2025 Equity Plan (or comparable fair housing study). The services also include Environmental Review Records in the amounts of \$115, \$230, \$345 and \$485, depending on the level of review required; the pricing is subject to annual increase by a percentage not to exceed 5% year-over-year. On-call technical

assistance will be on an hourly basis: \$225 for a Principal, \$200 for a Senior Consultant, \$170 for a Senior Planner and \$115 for an Associate Planner. The contract extension will be for a five-year period. Funds will be budgeted each fiscal year for the ongoing expense: Community Development Block Grant Fund – Community Reinvestment – CDBG-CV – Contractual Services; 0210-245-6000-CDCV-6319 and Community Development Block Grant Fund – Community Reinvestment – CDBG Administration – Contractual Services; 0210-245-1000-CDBG-6319.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2023 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen voting	_____.
Councilor Barnes voting	_____.
Councilor Cogle voting	_____.
Councilor Crabb voting	_____.
Councilor Davis voting	_____.
Councilor Garrett voting	_____.
Councilor House voting	_____.
Councilor Huff voting	_____.
Councilor Thomas voting	_____.
Councilor Tucker voting	_____.

Sandra T. Davis, Clerk of Council

B.H. “Skip” Henderson III, Mayor