

# Request for Proposal for Consultant Services for the Eastside Alum Rock Urban Village

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October 8, 2024 – Item 8.2

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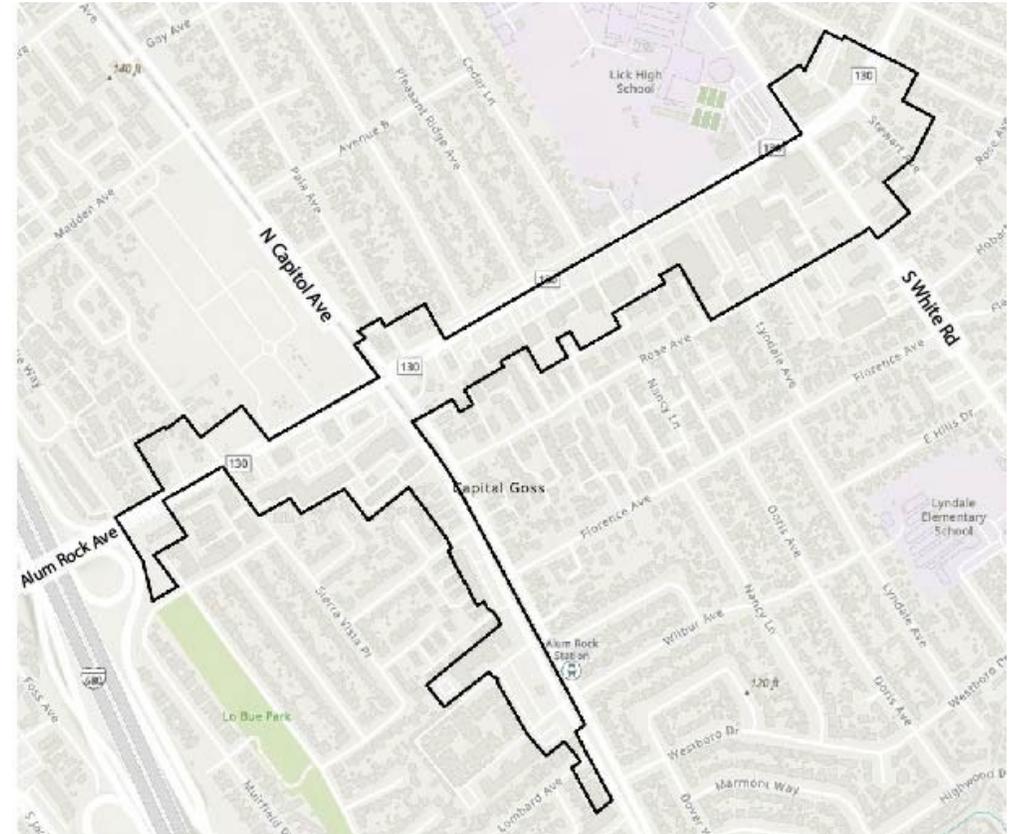
*Planning, Building and  
Code Enforcement*

# Background

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- The Urban Village Strategy fosters:
  - Mixing residential and employment activities
  - Establishing minimum densities to support transit use, bicycling and walking
  - High-quality urban design
  - Revitalizing underutilized properties with access to existing infrastructure
  - Engaging local neighborhoods through an Urban Village Planning process
- The City was awarded a \$400,000 reimbursable Priority Development Area Grant for the Eastside Alum Rock Urban Village Area

## Eastside Alum Rock Urban Village



# Request for Proposals (RFP)

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- RFP 23-01 issued December 8, 2023 – January 25, 2023
  - 2 Companies submitted proposals
  - On March 6, 2024 RFP 23-01 was cancelled because each bidder's cost submittals contained missing cost information and staff determined that a change in scope and budget was necessary.
- RFP 24-02 issued March 15, 2024 – April 12, 2024
  - 3 Companies submitted proposals
  - On April 27, 2024, staff issued the public Notice of Intended Award to Skidmore, Owings & Merrill (SOM)

# Protest and Appeal

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- Following the OI, the City received one letter of protest from Collins + Collins LLP on behalf of their client, Arcadis U.S., Inc.
- In summary, the protest letter:
  - Made requests to reinstate the City's evaluation of RFP 23-01
  - Revoke its intent to award any contract to SOM and issue a notice of intent to award the contract to Arcadis
  - Claims the City is either misapplying its evaluation criteria, is doing so arbitrarily, or is showing favor to SOM
  - Claims that to the extent SOM failed to include sufficient information as part of RFP 23-01, the City withdrew RFP 23-01 to permit another bidder to circumvent the RFP submittal deadline.

# City Response to Protest

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- On July 2, 2024, Planning, Building and Code Enforcement responded via written letter to Arcadis upholding staff's recommendation to proceed with RFP 24-02.
  - During the procurement of RFP 23-01 both consultants were missing information in their Cost Proposal forms
  - The evaluation criteria in the RFP 24-02 were expanded and made more detailed.
  - A different review panel was purposefully selected for RFP 24-02 to ensure impartiality.
- Following the response letter to Arcadis, an appeal was submitted to the City on July 12, 2024.

# Staff Recommendation

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Adopt a resolution authorizing the City Manager or her designee to negotiate and execute a contract for consultants to assist with the development of the City's Eastside Alum Rock Urban Village Plan for a maximum aggregate compensation not to exceed \$360,392, contingent upon the appropriation of the remaining grant funds during the Fiscal Year 2024-2025 Annual Report.

# Summary and Outcome

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- Approval of this recommendation will allow the City to negotiate and execute a contract for consultants to develop the City's Eastside Alum Rock Urban Village Plan.
- Once a contract with the selected consultant has been finalized, staff will begin work on the Eastside Alum Rock Urban Village Plan.

End