



## Legislation Text

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**File #:** 19-0594, **Version:** 1

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Recommendation to adopt Specifications No. RFP EP19-012 and award contracts to AECOM Technical Services, Inc., of Los Angeles, CA; BAE Urban Economics, of Berkeley, CA; HR&A Advisors, Inc., of Los Angeles, CA; Jones Lang LaSalle, of El Segundo, C; and, Keyser Marston Associates, Inc., of Los Angeles, CA; for as-needed real estate economic analysis professional services, in an aggregate amount not to exceed \$1,500,000 for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager; and authorize City Manager, or designee, to execute all documents necessary to enter into contracts, including any necessary amendments. (Citywide)

City Council approval is requested to enter into contracts with AECOM Technical Services, Inc., BAE Urban Economics, HR&A Advisors, Inc., Jones Lang LaSalle, and Keyser Marston Associates, Inc., for as-needed real estate economic analysis professional services.

Historically, the City of Long Beach (City) uses outside firms on an as-needed basis to supplement City staff with necessary third-party economic analysis services for various acquisition, disposition, development, and leasing transactions. These services are being procured to meet the needs of City departments for current, as well as unforeseen projects, that will arise over the next few years. At this time, all prior agreements for these specialized professional services have expired.

There were 245 potential proposers specializing in economic analysis professional services that were notified of the RFP opportunity. Of those proposers, 45 downloaded the RFP via the City's electronic bid system. The RFP document was made available from the Purchasing Division, located on the seventh floor of City Hall, and the Division's website at: [www.longbeach.gov/purchasing](http://www.longbeach.gov/purchasing). An RFP announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 28 local, minority, and women-owned business groups. Thirteen proposals were received on November 14, 2018. Of those 13 proposals, none were Minority-owned Business Enterprises (MBEs), one was a Womenowned Business Enterprise (WBE), four were certified Small Business Enterprises (SBEs), and one was a Long Beach business (Local).

A Selection Committee, comprised of representatives from the Economic Development and Airport Departments, unanimously selected a total of five firms, outlined below, based on the evaluation criteria set forth in the RFP document. All five firms were selected due to the level of prior experience, expertise of key personnel, and the variety of services and capabilities that each firm can provide. Further, these firms have the capability to provide the requested services at a competitive rate, providing the best value to the City.

- AECOM Technical Services, Inc. - Los Angeles, CA
- BAE Urban Economics - Berkeley, CA
- HR&A Advisors, Inc. - Los Angeles, CA
- Jones Lang LaSalle - El Segundo, CA
- Keyser Marston Associates, Inc. - Los Angeles, CA

Staff is proposing to execute Professional Services Agreements with these firms under the following terms and provisions:

- Term: To commence on June 1, 2019 and terminate on May 30, 2021.
- Options to Extend: The agreements may be extended for up to three additional one-year extensions, at the discretion of the City Manager.
- Contract Amount: The combined aggregate contract amount of all agreements across all terms will not exceed \$1,500,000.
- Termination: Either the City or the firm may terminate the respective agreement at any time during the Term by providing the other party with 30 days' prior written notification.

## Local Business Outreach

In an effort to align with the City's outreach goal, Long Beach businesses are encouraged to submit proposals for City contracts. The Purchasing Division also assists businesses with registering on the PlanetBids database to download the RFP specifications. Through outreach, 29 Long Beach vendors were notified to submit proposals, of which three downloaded and one submitted a proposal. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Amy R. Webber on May 31, 2019, Purchasing Agent Tara Yeats on May 22, 2019, and by Budget Management Officer Rhutu Amin Gharib on May 30, 2019.

City Council action to adopt Specifications No. RFP EP19-012 and award contracts concurrently is requested on June 18, 2019, to ensure the contracts are in place expeditiously.

A total aggregate contract authority in an amount not to exceed \$1,500,000 is requested for a two-year term with three additional one-year options to extend. No appropriation increase is requested at this time. Any work not currently budgeted will only proceed at such time that appropriations have been approved by the City Council. Upon approval, requests for these services would be issued to the various firms and funded by the requesting department for each particular project as the need arises. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council

priorities. The anticipated job impact created by this action is unknown at this time and will depend on the type of funds and work assigned over the term of the contracts.

Approve recommendation.

JOHN KEISLER  
DIRECTOR OF ECONOMIC DEVELOPMENT

APPROVED:

PATRICK H. WEST  
CITY MANAGER