



Legislation Text

File #: 10-0021, **Version:** 1

Recommendation to authorize City Manager to execute all documents necessary for an agreement with Overland, Pacific and Cutler, Inc., a California corporation, for acquisition, relocation, property management and site clearance services for a three-year term in an amount not to exceed \$300,000 per year. (Citywide)

In September 2009, the Department of Community Development released a Request for Proposal (RFP) for acquisition, relocation, property management and site clearance consulting services. Seven firms responded to the RFP and four firms, Paragon Partners Ltd., Epic Land Solutions, Inc., California Property Specialists, Inc., and Overland, Pacific and Cutler, Inc. (OPC), were invited to make presentations regarding their services and experience, and be interviewed by a panel composed of staff from the Department of Community Development. All four firms were determined to be qualified for contracting on an as-needed basis and selected for the following reasons:

- > The selected firms demonstrated extensive experience in the service areas required by the City as outlined in the RFP including real estate consulting services, document preparation and tenant/owner negotiations.
- > The fees charged by the selected firms were competitive.
- > The services provided by the selected firms will assist the City in ensuring and realizing the best-specialized services for current City projects on City-owned land including redevelopment, housing development and park development.

OPC, a Long Beach-based company, has maintained a successful working relationship with the City on past projects for over 25 years and is currently assisting the City with acquisition, relocation, property management, and site clearance on various projects. In an effort to continue and avoid disruption of these services, a new agreement with OPC has been proposed containing the following major terms and provisions:

- > Consultant: Overland, Pacific and Cutler, Inc.
- > Scope of Work or Services: Consultant shall provide acquisition, relocation, property management and site clearance services on an as-needed basis. The contract shall be in an amount not to exceed \$300,000 per year.
- > Term: The term of this non-exclusive contract shall be for three years commencing December 1, 2009 and terminating November 30, 2012.

This matter was reviewed by Deputy City Attorney Amy R. Burton on December 8, 2009, and Budget and Performance Management Bureau Manager David Wodynski on December 16, 2009.

City Council action is requested on January 5, 2010 in order to maintain uninterrupted services.

Total cost of the requested contract is estimated at a maximum of \$300,000 per year for three years. Services will be provided to multiple City departments on an as-needed basis. Sufficient funds are currently appropriated in various funds and departments to support this activity.

Approve recommendation.

DENNIS J. THYS
DIRECTOR, DEPARTMENT OF COMMUNITY DEVELOPMENT

NAME
TITLE

APPROVED:

PATRICK H. WEST
CITY MANAGER