



Legislation Text

File #: 06-1295, **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)

On June 14, 2005, the City Council authorized the execution of a First Amendment to Contract No. 28002 with Overland, Pacific and Cutler, Inc., (OPC) for relocation, property management and real estate consulting services. The First Amendment expanded the scope of services to include acquisition and site clearance services and extended the term of the contract through November 30, 2006.

In January 2006, the Department of Community Development released a Request for Proposal (RFP) for acquisition, relocation, property management and site clearance consulting services. Of the eleven firms responding to the RFP, seven firms were invited to make presentations regarding their services and experience and to be interviewed by a panel composed of staff from the Department of Community Development. Upon completion of the interviews, four firms, Paragon Partners L TO, Epic Land Solutions, Inc., Henry Nunez Coordinated Land Service and OPC, were selected by the panel and recommended for contracting on an as-needed basis. The four firms were selected for the following reasons:

- The selected firms demonstrated better 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 has maintained a successful working relationship with the City on past projects and is assisting the City with acquisitions and site clearances on current 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 the contract shall be for three years commencing December 1, 2006 and terminating November 30,2009.

This agreement is non-exclusive and allows the City to enter into agreements with the other selected firms. Separate purchase orders with each of the other firms for an amount not to exceed \$95,00Q are in process and do not require City Council approval.

This letter was reviewed by Deputy City Attorney Lori A. Conway on December 1,2006 and Budget Management Officer David Wodynski on December 1, 2006.

City Council action is requested on December 12, 2006 in order to maintain uninterrupted services.

Total cost 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.

PATRICK H. WEST
DIRECTOR OF COMMUNITY DEVELOPMENT

APPROVED:

GERALD R. MILLER
CITY MANAGER