

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: MEGAN BASINGER, HOUSING AND COMMUNITY SERVICES
MANAGER
HOUSING AND COMMUNITY SERVICES

SUBJECT: PROFESSIONAL SERVICES AGREEMENT AWARD WITH
HAGERTY CONSULTING TO PERFORM COMMUNITY
DEVELOPMENT BLOCK GRANT – DISASTER RECOVERY
ACTIVITIES

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Housing and Community Services Department that the Council, by resolution, approve the Professional Service Agreement with Hagerty Consulting to perform Community Development Block Grant – Disaster Recovery (CDBG-DR) activities through June 30, 2020 or as extended, for a total amount not to exceed \$1,497,100.

EXECUTIVE SUMMARY

This resolution will approve a Professional Services Agreement with Hagerty Consulting to coordinate the City's Community Development Block Grant – Disaster Recovery (CDBG-DR) Needs Assessment, Action Plan, Implementation, and Reporting, and assist with other State and Federal grant opportunities associated with disaster recovery. The City issued a Request for Proposals (RFP) on June 7, 2018, and received five proposals. A review committee analyzed all proposals and interviewed the top two candidates on July 27, 2018. Hagerty Consulting was determined to be the most qualified candidate.

BACKGROUND

On October 8, 2017, the Tubbs Fire, the largest and most destructive wildfire in California history, destroyed approximately 3,000 housing units and 31 businesses in the city limits of Santa Rosa. A Presidential Disaster Declaration (DR-4344) was issued, making Santa Rosa eligible for disaster recovery assistance through the Robert T. Stafford Disaster Relief and Emergency Assistance Act. Subsequently, the United

States Department of Housing & Urban Development (HUD) allocated CDBG-DR funds to the State of California Department of Housing & Community Development (HCD) to be distributed statewide to disaster-affected areas.

The City issued an RFP for disaster recovery consulting services on June 7, 2018, to solicit proposals from organizations with experience in coordinating and implementing CDBG-DR programs, including:

- Conducting a Needs Assessment;
- Creating an Action Plan for approval by Council and HUD;
- Implementing the program outlined in the approved Action Plan;
- Completing all required reporting to the City, HCD, and HUD; and
- Assisting with other State and Federal grant opportunities associated with disaster recovery.

PRIOR CITY COUNCIL REVIEW

None.

ANALYSIS

1. The City issued an RFP for CDBG-DR coordination on June 7, 2018, and received five proposals.
2. A review committee consisting of City staff, Council member Combs, and Mayor Coursey considered and ranked all the proposals received, then interviewed the top two (2) candidates.
3. The review committee recommends Hagerty Consulting to provide the CDBG-DR services identified in the RFP for a period through June 30, 2020, at a cost not to exceed \$1,497,100. The funds to pay for the Professional Services Agreement with Hagerty Consulting, Inc. are an allowable cost under the terms of the CDBG-DR regulations, therefore no current City resources are required to fund the Agreement.

FISCAL IMPACT

The cost of the Professional Services Agreement with Hagerty Consulting, Inc. is not to exceed \$1,497,100. Funds for this agreement will be paid from CDBG-DR funds.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

N/A

NOTIFICATION

N/A

ATTACHMENTS

- Request for Proposals for Disaster Recovery Consulting Services, June 7, 2018
- Resolution/Exhibit A (Agreement)

CONTACT

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