



# AGENDA REPORT

Economic Development

<b>DATE:</b>	July 19, 2022
<b>TO:</b>	Mayor Butt and Members of the City Council
<b>FROM:</b>	Shasa Curl, City Manager Shané Johnson, Senior Administrative Analyst
<b>Subject:</b>	Professional Services to Develop and Provide Economic Analyses on Real Property Negotiations
<b>FINANCIAL IMPACT:</b>	The contract will be funded from various City departments including Port (40162380-400201), City Manager's Office (01131013-400201), Economic Development (01361165-400201), and various other City departments on an as-needed basis.
<b>PREVIOUS COUNCIL ACTION:</b>	November 10, 2020
<b>STATEMENT OF THE ISSUE:</b>	The City Manager's Office of Economic Development is seeking approval of a second contract amendment with Land Econ Group to continue professional services related to economic analyses on real property negotiations.
<b>RECOMMENDED ACTION:</b>	APPROVE a second contract amendment with Land Econ Group in the amount of \$50,000, for a total contract amount not to exceed \$100,000, for professional services to develop and provide economic analyses on real property negotiations, for a term extending through June 30, 2024 – City Manager's Office, Economic Development (Shasa Curl/Shané Johnson 620-6512).

**DISCUSSION:**

On October 27, 2020, the City Manager's Office, Economic Development solicited a Request for Qualifications (RFQ) for On-Call Real Property Negotiation Economic Analyses.

The RFQ was sent to three vendors via email as an informal solicitation. There were two total respondents to the RFQ. The responses were reviewed by the City Manager's Office, Economic Development Division staff members using the criteria stated in the RFQ. Land Econ Group was found to be the most qualified responsive bidder. Subsequently, on November 10, 2020, City Council approved a contract with Land Econ Group for an amount not-to-exceed \$50,000 and with a term from November 11, 2020 through June 30, 2023.

As the City continues to engage in real estate transactions, Land Econ Group's assistance with providing on-call real property negotiation economic analyses remains a much-needed service. As such, City staff is requesting City Council's approval to increase the contract payment limit by an additional \$50,000, for a total contract amount not to exceed \$100,000, and an extended term through June 30, 2024.

**DOCUMENTS ATTACHED:**

Attachment 1 – Proposed Second Contract Amendment (Term and Funds)  
Attachment 2 – First Contract Amendment (Scope Only)  
Attachment 3 – Original Contract