

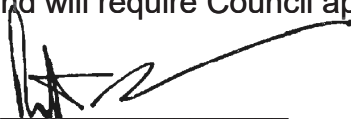
0220-05565-0007

TRANSMITTAL

TO City Council	DATE 05-26-22	COUNCIL FILE NO. 12-1549
FROM Municipal Facilities Committee	COUNCIL DISTRICT All	

At its regular meeting on May 26, 2022, the Municipal Facilities Committee (MFC) approved a CAO report requesting to augment and extend the term for the City's panel of pre-qualified real estate and economic development professionals and instructed staff to transmit the updated list to the City Council for consideration and approval. Council approval will add five firms and extend the term by two years through June 24, 2024.

Fiscal Impact Statement: There is no immediate impact to the General Fund from approval of the recommendation to augment and extend the List of Pre-Qualified Real Estate and Economic Development Consultants. Subsequent use of the list without an approved source of funds may result in an impact on the General Fund and will require Council approval.



Matthew W. Szabo
City Administrative Officer
Chair, Municipal Facilities Committee

Attachment – MFC report regarding augmentation and extension of the Pre-Qualified consultant panel for real estate and economic development professionals.

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: May 11, 2022

CAO File No. 0220-05565-0006

Council File No. 12-1549

Council District: All

To: The Municipal Facilities Committee

From: Matthew W. Szabo, City Administrative Officer



Reference: Asset Management Planning and Economic Development (C.F. 12-1549)

Subject: **REQUEST TO AUGMENT AND EXTEND THE TERM FOR THE LIST OF PRE-QUALIFIED CONSULTANT PANEL OF REAL ESTATE AND ECONOMIC DEVELOPMENT PROFESSIONALS PERFORMING SERVICES FOR ASSET MANAGEMENT PLANNING AND ECONOMIC DEVELOPMENT**

RECOMMENDATIONS

That the Municipal Facilities Committee recommend that the City Council:

1. Approve the updated List of Pre-Qualified Real Estate and Economic Development Consultants (Attachment A) augmented through the March 2, 2022 Supplemental Request for Qualifications (RFQ), and exercise the two one-year extension options for a new term from June 25, 2022 through June 24, 2024;
2. Authorize the City Administrative Officer (CAO), or designee, to solicit bids and execute contracts with prequalified firms on an as-needed basis, subject to compliance with the City's contracting policies, funding availability, and approval by the City Attorney as to form;
3. Authorize the General Managers, or designee(s), of departments requiring the expedited access and pre-qualified services of consultants from the updated list (Attachment A), to solicit bids from and execute contracts with prequalified firms on an as-needed basis, subject to compliance with the City's contracting policies, any additional business outreach requirements, funding availability, and approval by the City Attorney as to form; and
4. Authorize the CAO to make technical corrections, as necessary.

SUMMARY

On June 25, 2019, the City Council approved the List of Pre-Qualified Real Estate and Economic Development Consultants for three years, plus two one-year extensions ([C.F. 12-1549](#)) and instructed staff to update the list periodically. In addition to supplementing the list, this report requests authority to exercise the two one-year extension options through June 24, 2024.

On January 27, 2022, the Municipal Facilities Committee (MFC) approved an Office of the City Administrative Officer (CAO) report to issue a Supplemental Request for Qualifications (RFQ) to augment the pre-qualified list of real estate and economic development consultants performing services for asset management planning and economic development. MFC further directed the CAO to report on the results of the RFQ with the proposed augmented list for consideration by MFC and Council. The RFQ was issued March 2, 2022 with responses due April 7, 2022. Evaluations panels inclusive of various City departments were conducted April 13, 2022 and April 14, 2022. The supplemental RFQ adds a proposed five firms across various service areas for approval by MFC and Council.

BACKGROUND

Supplemental Request for Qualifications (RFQ)

The CAO released its RFQ on March 2, 2022 via the Regional Alliance Marketplace for Procurement (RAMP). A mandatory pre-submittal conference was held on March 15, 2022, with 33 attendees participating virtually via Zoom. All questions and answers related to the process and from the pre-submittal conference were posted by April 1, 2022 for review by all proposing firms on RAMP. The RFQ deadline for statement of qualifications submittals was April 7, 2022. The CAO received 12 Statements of Qualification (SOQs) from five firms interested in the five service areas listed in the table in the Evaluation section of the report.

Evaluation of Responses

The CAO convened evaluation panels comprised of representatives from the CAO, Office of the Chief Legislative Analyst (CLA), Economic and Workforce Development Department (EWDD), Department of General Services (GSD), Los Angeles Housing Department (LAHD), Department of Public Works Bureau of Engineering (BOE), and the Department of City Planning (DCP) to review and score the SOQs for the five services areas. The evaluation panels were conducted after receipt of the SOQs on April 13, 2022 and April 14, 2022. Respondents with an average score of 70 or above per service area were deemed qualified. Of the five firms that submitted SOQs, all are recommended for pre-qualification in at least one service area. Of the 12 total SOQs received, eight are deemed qualified in their respective service areas. The complete augmented list of pre-qualified firms is included with this report as Attachment A – List of Prequalified Real Estate and Economic Development Consultants. The table below summarizes the number of proposals received as well as the evaluation results.

Service Area	Total SOQs Received	Total Qualified
1. Real Estate Services and Brokerage	2	1
2. Project Feasibility, Underwriting and P3	3	2
3. Economic Development Analysis	3	3
4. Community Outreach and Engagement	2	1
5. Master Planning, Site Planning and Project Management	2	1
Total All Service Areas	12	8

Business Inclusion Program (BIP)

Of the five firms selected as pre-qualified for one or more service areas, one is certified as a Women Business Enterprise (WBE), three are certified as Local Business Enterprises (LBEs), one is certified as a Disadvantaged Business Enterprise (DBE) and one is certified as a Small Business Enterprise (SBE). All five firms completed the specified BIP outreach component of the RFQ but may be required to complete additional outreach as part of any subsequent solicitation for bids or proposals.

Charter Section 1022 Determination

The 1022 determination was conducted during the original RFQ in 2019. The Personnel Department determined that there are civil service classifications that could potentially provide a few of the services proposed for contracting. The Personnel Department further determined, however, that due to the intermittent nature of the consulting services and the wide range of expertise required, it would be difficult for City staff to perform the services. Since there are no changes to the service categories, it was determined that the original 1022 determination is sufficient for the supplemental RFQ.

Bidding and Contracting

The pre-qualified list has been effective for the initial three-year term, and is set to expire June 25, 2022. It is necessary that the two one-year extensions be exercised so that the City can have access to these intermittent and necessary consultant resources. With Council approval, the pre-qualified list will be available to all City departments to utilize for asset management planning and economic development needs. Authority and funding to contract with consultants for real estate and economic development purposes will be entirely dependent on approval secured from Council and Mayoral by those respective department's requesting to use the list.

Departments may issue a request for bids, information, and/or proposals to firms on the pre-qualified list on an as-needed basis. For each scope of work, bids will be requested from at least five of the pre-qualified firms. The winning bidder, selected by the City department as being the most responsive and cost-effective, would be awarded a contract for each specified assignment.

All firms selected for the pre-qualified list are expected to comply with the City's insurance requirements, all applicable City Policies and may be required to do additional business inclusion outreach.

This Office may release subsequent RFQs throughout the extended term in order to augment the list of pre-qualified firms or expand the scope of services. Any such proposed additions to the list of pre-qualified firms will be submitted to the MFC and the City Council for approval.

FISCAL IMPACT STATEMENT

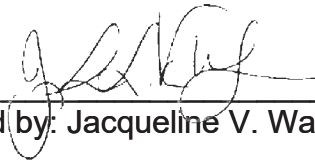
There is no immediate impact to the General Fund from approval of the recommendation to augment and extend the List of Pre-Qualified Real Estate and Economic Development Consultants. Department General Managers may access and use the active CAO list as long as their respective budgets already contain funding and authority for such use. Use of the list without an approved source of funds may result in an impact on the General Fund and will require Council approval.

FINANCIAL POLICIES STATEMENT

The recommendations in this report comply with the City Financial Policies, in that any resulting solicitation or contract expenditures are required to be approved and part of the Adopted Budget or have secured interim Council and Mayoral approval.



Prepared by: Kelly O'Malley, Sr. MA I



Reviewed by: Jacqueline V. Wagner, Chief AA

Attachment A: List of Pre-Qualified Real Estate and Economic Development Consultants – Updated April 20, 2022

MWS/YC/JVW:ko
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LIST OF PRE-QUALIFIED REAL ESTATE AND ECONOMIC DEVELOPMENT CONSULTANTS - Updated April 20, 2022

After evaluation and scoring of Statements of Qualifications submitted in response to the CAO April 1, 2019 RFQ and CAO Supplemental March 2, 2022 RFQ, the following firms were deemed prequalified. The additional firms as a result of the Supplemental RFQ have an asterisk*.

Service Area 1: Real Estate Services and Brokerage	Service Area 2: Project Feasibility, Underwriting & Public/Private Partnerships	Service Area 3: Economic Development Analysis
AECOM	AECOM	AECOM
Alvarez & Marsal Public Sector Services	Alvarez & Marsal Public Sector Services	Alvarez & Marsal Public Sector Services
BAE Urban Economics	ARUP	ARUP
CBRE, Inc.	BAE Urban Economics	BAE Urban Economics
Colliers International Valuation & Advisory Services	BuroHappold Engineering	BuroHappold Engineering
Cushman & Wakefield Western, Inc.	CBRE, Inc.	Economic & Planning Systems, Inc.
Economic & Planning Systems, Inc.	Cowley Real Estate Partners	Ernst & Young Infrastructure Advisors, LLC
Ernst & Young Infrastructure Advisors, LLC	Cushman & Wakefield Western, Inc.	Estolano LeSar Advisors
Estolano LeSar Advisors	Economic & Planning Systems, Inc.	Gensler
Guidehouse LLP	Ernst & Young Infrastructure Advisors, LLC	Guidehouse LLP
HR&A Advisors, Inc.	Estolano LeSar Advisors	Hatch Associates Consultants, Inc.*
Integra Realty Resources	Guidehouse LLP	HR&A Advisors, Inc.
Jones Lang LaSalle Americas, Inc.	Hatch Associates Consultants, Inc.*	Keyser Marston Associates, Inc.
Keyser Marston Associates, Inc.	HR&A Advisors, Inc.	Kosmont Companies
Kosmont Companies	Jacobs Engineering Group, Inc.	Newmark Knight Frank
KPMG LLP	Jones Lang LaSalle Americas, Inc.	Pactrigo, Inc.*
Macy + Associates, Inc.	Keyser Marston Associates, Inc.	PFM Financial Advisors LLC
Newmark Knight Frank	Kosmont Companies	PlaceWorks
Overland, Pacific & Cutler, LLC	KPMG LLP	RCLCO
RCLCO	Project Finance Advisory, Ltd.	RSG, Inc.*
RSG, Inc.*	PFM Financial Advisors LLC	The Concord Group
The Concord Group	RCLCO	Tierra West Advisors, Inc.
The Concourse Group, LLC	RSG, Inc.*	
The Maxima Group LLC	The Concord Group	
Tierra West Advisors, Inc.	The Concourse Group, LLC	
	The Maxima Group LLC	
	Tierra West Advisors, Inc.	
	WT Partnership	
Service Area 4: Community Outreach and Engagement	Service Area 5: Master Planning, Site Planning, and Project Management	
AECOM	AECOM	
Allegra Consulting, Inc.*	BuroHappold Engineering	
Estolano LeSar Advisors	CBRE, Inc.	
Guidehouse LLP	Cowley Real Estate Partners	
Jones Lang LaSalle Americas, Inc.	Cushman & Wakefield Western, Inc.	
Lee Andrews Group	Ernst & Young Infrastructure Advisors, LLC	
PlaceWorks	Estolano LeSar Advisors	
Tierra West Advisors, Inc.	Gensler	
	Guidehouse LLP	
	HR&A Advisors, Inc.	
	IBI Group	
	Jacobs Engineering Group, Inc.	
	JOA Group	
	Jones Lang LaSalle Americas, Inc.	
	KPMG LLP	
	Lewis Schoeplein Architects*	
	Newmark Knight Frank	
	Overland, Pacific & Cutler, LLC	
	PlaceWorks	
	The Concourse Group, LLC	
	Tierra West Advisors, Inc.	
	WT Partnership	