

INFORMATION, TECHNOLOGY, AND GENERAL SERVICES COMMITTEE REPORT relative to updating the City's list of Pre-Qualified Consultant Panel of Real Estate and Economic Development Consultants for asset management and economic development services.

Recommendations for Council action:

1. APPROVE the updated List of Pre-Qualified Real Estate and Economic Development Consultants (attached to the City Administrative Officer (CAO) report dated April 13, 2018) augmented through the January 31, 2018 Supplemental Request for Qualifications (RFQ) with a term ending June 23, 2019, with no remaining extensions.
2. AUTHORIZE the 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, approval of the City Attorney as to form and legality and funding availability.
3. AUTHORIZE the General Managers of departments working in economic development, or designees, to solicit bids from and execute contracts with prequalified firms on an as-needed basis, subject to compliance with the City's contracting policies, approval of the City Attorney as to form and legality and funding availability.

Fiscal Impact Statement: The CAO reports that this action will not impact the General Fund. However, selection and use of any of the services provided could likely have an impact if the purpose and funding are not already included in the City's Adopted Budget. The above recommendations comply with City financial policies as project funding will support project expenditures.

Community Impact Statement: None submitted.

SUMMARY

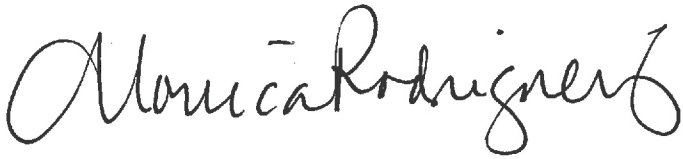
In a report to Council dated April 13, 2018, the CAO recommends approval of an updated list of Pre-Qualified Consultant Panel of Real Estate and Economic Development Consultants for asset management and economic development services. According to the CAO, the list was first approved in 2014. On September 22, 2016, the CAO released a First Supplemental RFQ to address outdated firm information and declining responses for the real estate and brokerage services area, as well as the need to separate and highlight a sixth service area: Project Management. On February 24, 2017, the Council approved the augmented list with 24 additional firms, and extended the term of the list through June 23, 2019.

The Second Supplemental RFQ was issued on January 31, 2018. The CAO report discusses the evaluation process. An additional ten firms are recommended for prequalification.

At its meeting held May 8, 2018, the Information, Technology, and General Services Committee recommended that Council approve the CAO's recommendations.

Respectfully Submitted,

INFORMATION, TECHNOLOGY, AND GENERAL SERVICES COMMITTEE

A handwritten signature in black ink, reading "Monica Rodriguez". The signature is fluid and cursive, with a large initial 'M' and a stylized 'R'.

<u>MEMBER</u>	<u>VOTE</u>
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RODRIGUEZ:	YES
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BLUMENFIELD:	YES
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O'FARRELL:	YES
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-NOT OFFICIAL UNTIL COUNCIL ACTS-