

**RESOLUTION NO. 26-19**

**RESOLUTION OF THE COUNCIL OF THE CITY OF RICHMOND AUTHORIZING  
FOR ON-CALL PROFESSIONAL PLANNING CONSULTING SERVICE  
CONTRACTS FOR AN AMOUNT NOT TO EXCEED \$600,000 PER VENDOR OVER A  
THREE YEAR PERIOD WITH AN OPTION TO EXTEND FOR TWO YEARS**

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**WHEREAS**, the Planning and Building Services Department anticipates needing services for professional planning services for development project review and advanced planning projects; and

**WHEREAS**, the project-by-project bidding process for these services can take up to four months and involves significant per-project staff time and costs; and

**WHEREAS**, the Planning and Building Services Department has demonstrated that the use of professionals drawn from a list of service firms that have undergone a competitive process eliminates much of the delay and costs associated with project-by-project bidding; and

**WHEREAS**, in February 2019, the Richmond Planning and Building Services Department issued a Request for Qualifications (RFQ) for on-call Professional Planning Consulting services through the City's BidsOnline system; and

**WHEREAS**, 893 firms were notified and 87 firms downloaded the RFQ; and

**WHEREAS**, 17 firms responded to the RFQ and all were reviewed by a panel consisting of Planning and Building Services Department, City Manager's Office, and Successor Agency staff; and

**WHEREAS**, in evaluating the proposals, the panel evaluated the responses based on each firm's technical qualifications and experience, qualifications and experience of key project staff and subconsultants, and their service/project understanding approach; and

**WHEREAS**, the firms recommended for the Professional Planning Consulting Services on-call list are:

1. Alta Planning + Design
2. Callander Associates
3. Dyett & Bhatia
4. ESA
5. Lisa Wise Consulting
6. MIG
7. Opticos
8. Placeworks
9. Rami & Associates
10. WRT, LLC

**WHEREAS**, each on-call service contract would be for an amount not-to- exceed \$600,000, over a three year period, with an option to extend for two years; and

**WHEREAS**, firms will be selected to provide on-call professional planning consulting services for development project review and evaluation, and advanced planning projects; and

**WHEREAS**, firms on the on-call list will be selected to perform specific project- related work based on their project related experience and availability to complete the work; and

**WHEREAS**, the Planning and Building Services Department will manage the contracts, and the costs of each contract will be paid by the applicant, grants, and/or comprehensive planning fees.

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the City of Richmond hereby authorizes the Planning and Building Services Department to enter into Service Contracts for on-call professional planning consulting services with the above mentioned firms, for an amount not to exceed \$600,000 per vendor over a three year period, with an option to extend for two years.

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I certify that the foregoing resolution was passed and adopted by the Council of the City of Richmond at a regular meeting thereof held May 7, 2019, by the following vote:

AYES: Councilmembers Bates, Johnson, Martinez, Myrick, Willis,  
Vice Mayor Choi, and Mayor Butt.  
NOES: None.  
ABSTENTIONS: None.  
ABSENT: None.

PAMELA CHRISTIAN  
CLERK OF THE CITY OF RICHMOND  
(SEAL)

Approved:

TOM BUTT  
Mayor

Approved as to form:

BRUCE GOODMILLER  
City Attorney

State of California }  
County of Contra Costa : ss.  
City of Richmond }

I certify that the foregoing is a true copy of **Resolution No. 26-19**, finally passed and adopted by the City Council of the City of Richmond at a regular meeting held on May 7, 2019.

  
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Pamela Christian, Clerk of the City of Richmond