



# City of Culver City

## Staff Report

File #: 19-614, Version: 1

Item #: C-16.

**CC:HA - Approval of Professional Services Agreements with: (1) Lesar Development Consults for a Temporary Seasonal Homeless Shelter Feasibility Study in an Amount Not-to-Exceed \$90,000; (2) John Kaliski Architects for a Motel Reuse Feasibility Study in an Amount Not to Exceed \$49,867; and (3) Lorcan O'Herlihy Architects for a Manufactured and Modular Housing Feasibility Study in an Amount Not-to-Exceed \$106,300.**

**Meeting Date:** December 10, 2016

**Contact Person/Dept:** Sol Blumenfeld - CDD  
Tevis Barnes - CDD/Housing

**Phone Number:** (310) 253-5700  
(310) 253-5782

**Fiscal Impact:** Yes  No  **General Fund:** Yes  No

**Public Hearing:**  **Action Item:**  **Attachments:** Yes  No

**Commission Action Required:** Yes  No

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (12/05/18); and Affordable Housing Feasibility Studies Respondents (12/04/2018)

**Department Approval:** Sol Blumenfeld, Community Development Director (12/03/18)

### **RECOMMENDATION**

Staff recommends the City Council and the Culver City Housing Authority (CCHA) Board approve professional service agreements with the following consulting firms:

1. LeSar Development Consultants (LDC) for a Feasibility Study for Site Identification, Planning, Cost Estimates and Implementation to Provide Homeless Temporary Seasonal Shelter Services for a term up to eight months in an amount not-to-exceed \$90,000; and
2. John Kaliski Architects for a Motel Reuse Feasibility Study for the Development of Affordable Housing Including Site Identification, Planning, Cost Estimates and Implementation for a term of seven months in an amount not-to-exceed \$49,867; and



Office42 Architecture 1918 - Manufactured/Modular Housing  
Torti Gallas + Partners 1918 - Manufactured/Modular Housing

In the evaluation process, emphasis was placed on the respondents' implementation schedule, budget, and the ability to carry out both the surveying/mapping (Phase 1), and the remainder of the Feasibility Study (Phase 2). Evaluation criteria included: community outreach experience working with affordable housing programs and the homeless, and experience working with municipal governments. **LDC (RFP #1916 - Temporary Seasonal Homeless Shelter), JKA (RFP #1917 - Motel Reuse) and LOHA (RFP #1918 - Manufacture/Modular Housing)** were rated most highly based upon the above criteria

If the City Council and CCHA Board approve entering into an agreements with **LeSar Development Consultants, JKA and LOHA**, staff requests authority to make minor and insubstantial modifications to the agreements as deemed necessary, provided that such modifications do not increase more than the City Manager's/Executive Director's contract authority. The Notice to Proceed for the Temporary Seasonal Homeless Shelter will be effective December 12, 2018. The Notice to Proceed for Manufactured and Modular Housing will be effective December 17, 2018. The Notice to Proceed for the Motel Reuse will be effective January 14, 2019.

### **FISCAL ANALYSIS**

The Fiscal Year 2018/2019 Housing Budget included \$320,000 earmarked from the Low and Moderate Income Housing Asset Fund (LMIHAF) to prepare feasibility studies to investigate options for the creation of affordable housing and homeless seasonal shelters. The total proposed costs for the three feasibility studies is \$246,167 or \$73,000 below the approved budgeted amount. (See below Fee Summary for Recommended Firms.)

The CCHA submitted an application under the Measure H Cities' Homeless Planning Implementation RFP in the amount of \$180,000 to support the Motel Reuse and Manufactured/Modular Housing Feasibility Studies. If funded, the CCHA would only expend \$90,000 from the LMIHAF. The Measure H funds cannot support the Temporary Seasonal Shelter because only permanent housing activity was eligible for funding.

### **Fee Summary for Recommended Firms**

<u>Feasibility</u>	<u>Study Selected Firm</u>	<u>Fees/Pricing</u>
Temporary Seasonal Shelter	LeSar Development Consultants	\$90,000
Motel Reuse	John Kaliski Architects	\$49,867
Manufactured/Modular Housing	LOHA	\$106,300
<b>TOTAL</b>		<b>\$246,167</b>

## **MOTIONS**

That the City Council and CCHA Board:

1. Approve professional services agreements with:
  - LeSar Development Consultants for a Feasibility Study for Site Identification, Planning, Cost Estimates and Implementation to Provide Homeless Temporary Seasonal Shelter Services for a term up to eight months in an amount not-to-exceed \$90,000; and
  - John Kaliski Architects for a Motel Reuse Feasibility Study for the Development of Affordable Housing Including Site Identification, Planning, Cost Estimates and Implementation for a term of seven months in an amount not-to-exceed \$49,867; and
  - Lorcan O’Herlihy Architects for a Manufactured and Modular Housing Feasibility Study for the Development of Affordable Housing Including Site Identification, Planning, Cost Estimates and Implementation for a term of four months in an amount not-to-exceed \$106,300.
2. If City Council/CCHA Board approve the agreements with LeSar Development Consultants, John Kaliski Architects and Lorcan O’Herlihy Architects, authorize staff to negotiate the final terms of the agreements, provided the final contract price does not increase more than the City Manager’s contract authority; and,
3. Authorize the City Attorney/CCHA General Counsel to review/prepare the necessary documents; and,
4. Authorize the City Manager/Executive Director to execute such documents on behalf of the City.