



Recommendation for Action

File #: 23-2305, **Agenda Item #:** 54.

7/20/2023

Posting Language

Authorize negotiation and execution of three contracts for a capacity building and technical assistance program with Woolard Nichols and Associates, Mission Capital, and Blue Sky Incubators LLC d/b/a Blue Sky Partners, each for up to two years for total contract amounts not to exceed \$300,000, divided among the contractors.

[Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C (Minority Owned and Women Owned Business Enterprise Procurement Program). For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established].

Lead Department

Financial Services Department.

Client Department(s)

Housing Department.

Fiscal Note

Funding is available in the Fiscal Year 2022-2023 Operating Budget of the Housing Department.

Purchasing Language:

The Financial Services Department issued a Request for Proposals (RFP) 7200 BJT3005 for these services. The solicitation was issued on January 23, 2023, and closed on February 23, 2023. Of the five offers received, the recommended contractors submitted the best evaluated responsive offers. A complete solicitation package, including a log of offers received, is available for viewing on the City's Financial Services website, Austin Finance Online. Link: [Solicitation Documents](https://financeonline.austintexas.gov/afo/account_services/solicitation/solicitation_details.cfm?sid=137795)
<https://financeonline.austintexas.gov/afo/account_services/solicitation/solicitation_details.cfm?sid=137795>.

For More Information:

Direct questions regarding this Recommendation for Council Action to the Financial Services Department - Central Procurement at: FSDCentralProcurementRCAs@austintexas.gov
<<mailto:FSDCentralProcurementRCAs@austintexas.gov>> or 512-974-2500. Respondents to the solicitation and their Agents should direct all questions to the Authorized Contact Person identified in the solicitation.

Additional Backup Information:

These contracts will provide capacity building and technical assistance support to organizations conducting displacement prevention work as part of the Community Initiated Solutions (CIS) solicitation released in April of 2022 by the Housing Department and the Austin Housing Finance Corporation (AHFC). The program will consist of an array of services to address capacity gaps while strengthening the organizations' structural base allowing them to expand the level and quality of their services in the short and long term. The selected contractors will provide two or more of the services below:

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- Organizational strategic planning, needs assessment, and action plan
 - Development assistance (fundraising)
 - Impact/progress measurement
 - Racial equity organizational development

An evaluation team with expertise in this area evaluated the offers and scored Woolard Nichols and Associates, Mission Capital, and Blue Sky Incubators LLC d/b/a Blue Sky Partners, as the best to provide these services based on program budget, service-disabled veteran business enterprise, local preference, scope of work concept, experience, and qualification.

These are new contracts. The requested authorization amount for these contracts was determined using departmental estimates to provide a capacity building and technical assistance program. If these contracts are not secured, the City would lose an invaluable opportunity to support the capacity and technical assistance needs of CIS' awarded organizations, which ultimately could result in not being as effective at addressing the needs of the City's most vulnerable households that face displacement pressures.

Contract Detail:

<u>Contract Term</u>	<u>Length of Term</u>	<u>Contract Authorization</u>
Initial Term	1 yr.	\$300,000
Optional Extension 1	1 yr.	
TOTAL	2 yrs.	\$300,000

Note: Contract Authorization amounts are based on the City's estimated annual usage.