



## Takoma Park City Council Meeting – February 1, 2017 Agenda Item 3

### **Work Session**

Discussion of Proposed Vendor for Housing and Economic Development Strategic Plan

### **Recommended Council Action**

Provide comment on staff recommendation.

### **Context with Key Issues**

On November 21, 2016, a [Request for Proposals](#) was issued for the development of a community-wide Housing and Economic Development Strategy Plan. Once completed, the Plan will provide an integrated strategy for the preservation, retention, and expansion of Takoma Park's housing and economic development infrastructure. A total of six proposals were received by the December 28, 2016 deadline.

After careful consideration of each submission, feedback provided by references and a review of past work, staff is recommending award of the contract to [The Cloudburst Group](#). The firm, based in Landover MD, has worked on similar planning projects across the country for communities of varying sizes. They have been praised by former clients for their innovative, yet practical recommendations for advancing their identified goals.

Consideration of a single reading Ordinance authorizing the execution of the proposed contract with The Cloudburst Group is tentatively scheduled for the Council's February 8 meeting.

### **Council Priority**

- A Livable Community for All with the goal of ensuring that a range of safe, quality, and stable housing options are available for residents of varying incomes.
- Advancement of its Economic Development Efforts with a goal of attracting new businesses to the community and preparing for economic development within the City and the region.

### **Environmental Impact of Action**

N/A

### **Fiscal Impact of Action**

A total of \$90,000 has been included in the FY17 budget for the planned strategic plan. The fixed price bid submitted by The Cloudburst Group is \$84,124.

### **Attachments and Links**

- Draft ordinance authorizing the execution of a contract for services for the development of a Housing and Economic Development Strategic Plan
- [Project Directory: Housing and Economic Development Strategic Plan](#)

Prepared by: Sara Anne Daines, HCD Director

Approved by: Suzanne R. Ludlow, City Manager

**CITY OF TAKOMA PARK, MARYLAND  
ORDINANCE NO. -**

**AUTHORIZING EXECUTION OF A CONTRACT FOR SERVICES WITH THE  
CLOUDBURST GROUP FOR THE DEVELOPMENT OF A HOUSING AND ECONOMIC  
DEVELOPMENT STRATEGIC PLAN**

WHEREAS, the Takoma Park City Council has identified as a programming priority, the development of a strategic plan for the preservation, retention and expansion of its housing and economic development infrastructure; and

WHEREAS, in accordance with City procurement procedures, the Housing and Community Development Department issued a Request for Proposals on November 21, 2016 for the development of the desired plan; and

WHEREAS, a total of six proposals were received by the December 28, 2016 deadline; and

WHEREAS, The Cloudburst Group was found to have submitted, at the fixed price of \$84,124, the most responsive and responsible proposal; and

WHEREAS, the FY17 budget includes funding in the amount of \$90,000 for development of a Housing and Economic Development Strategic Plan; and

WHEREAS, the Housing and Community Development requests permission to award a contract for services to The Cloudburst Group for the development and completion of the proposed plan.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND, THAT:

Section 1. The City Manager or her designee is authorized to enter into a contract for services with The Cloudburst Group for the Housing and Economic Development Strategic Plan for a fee of \$84,124.00.

Section 2. This Ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of February, 2017 by roll-call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT