


COUNCIL COMMUNICATION

	Number:	24-270	Meeting:	June 17, 2024
	Agenda Item:	40	Roll Call:	24-0892
	Submitted by:	Cody Christensen, Development Services Director		

AGENDA HEADING:

Approving exception to the Procurement Ordinance request for proposal (RFP) process for good cause, and approving agreement with czbLLC for consultant services for Citywide housing strategy.

SYNOPSIS:

Approving this action authorizes the City Manager to enter into an agreement with czbLLC (Charles Buki, President, 48 Front Street, Suite 201, Bath, Maine 04530) to assist the City with researching, compiling information and public input, and drafting the City's first Citywide housing strategy. The City Manager recommends approval of the exception to the City's RFP process for good cause.

FISCAL IMPACT:

Amount: \$199,999

Funding Source: MS028 C051CM, Page 20 of Fiscal Year (FY) 2025 Capital Improvement Budget. \$250,000 General Obligation Bonds issued in FY2024 for the essential corporate purpose of a Housing Study and PlanDSM Update.

ADDITIONAL INFORMATION:

- Preparation of the City's first Comprehensive Housing Strategy is a critical need for the City of Des Moines. The housing strategy will guide the City's efforts to create a balanced distribution of market rate and work force housing throughout the city that is aligned with goals and policies of the City's PlanDSM Comprehensive Plan, Consolidated Plan, Statement of Housing Needs and neighborhood revitalization strategies.
- czbLLC previously prepared a Neighborhood Revitalization Planning Program Review for the City of Des Moines (received and filed by City Council in June of 2018) that was the basis for creation of Invest DSM in 2019 which the City of Des Moines and Polk County support financially for neighborhood revitalization efforts.
- czbLLC subsequently teamed with the Virginia Center for Housing Research and Virginia Tech University in 2019 to prepare a Regional Workforce Housing Strategy for the Des Moines Capital Crossroads.

- In 2022, czbLLC was hired to evaluate neighborhood change, assess market conditions, provide a status report on the efficacy of Invest DSM's early work, and offer recommendations for changes as appropriate. The City Council received and filed the “Status Report on Neighborhood Revitalization Efforts, 2018 – 2023” in July 2023.
- czbLLC has subsequently been retained by Invest DSM to prepare plans for the creation of the next two (2) Special Investment Districts.
- czbLLC’s substantial history with the City of Des Moines will expedite preparation of the Housing Strategy based on reduced time for a consultant to become familiarized with the community and establish working relationships with City Council, City staff, housing providers, and residents of Des Moines.
- City staff intends to update the PlanDSM Comprehensive Plan in-house with minimal consulting services.

PREVIOUS COUNCIL ACTION(S):

Date: August 7, 2023

Roll Call Number: [23-1133](#) and [23-1134](#)

Action: [Public](#) hearing on the issuance of not to exceed \$41,000,000 General Obligation Bonds for essential corporate purposes. ([Council Communication No. 23-373](#)) Moved by Gatto to adopt. Second by Boesen. Motion Carried 6-1. Absent: Sheumaker.

- (A) [Authorization](#) for additional action. Moved by Gatto to adopt. Second by Boesen. Motion Carried 6-1. Absent: Sheumaker.

BOARD/COMMISSION ACTION(S): NONE**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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