

Date June 17, 2024

**APPROVING EXCEPTION TO THE PROCUREMENT ORDINANCE REQUEST FOR PROPOSALS
REQUIREMENT FOR GOOD CAUSE, AND APPROVING AGREEMENT WITH CZB LLC
FOR CONSULTANT SERVICES FOR CITYWIDE HOUSING STRATEGY**

WHEREAS, the City’s Development Services Department desires to procure a consultant to assist the City with researching, compiling information and public input, and drafting the City’s first Citywide Housing Strategy (“Project”); and

WHEREAS, czbLLC submitted a proposed Project work plan scope, including a total cost of \$199,999.00 for all required services and deliverables, to serve as the City’s consultant for the Project; and

WHEREAS, funding in the total amount of \$199,999.00 is available from MS028 C051CM, \$250,000 General Obligation Bonds issued in FY2024 for the essential corporate purpose of a Housing Study and PlanDSM Update; and

WHEREAS, the City Manager recommends that the above-described procurement be exempted from the request for proposals process for good cause shown, pursuant to Section 2-710(b) of the Des Moines Municipal Code, as czbLLC’s substantial history with the City of Des Moines will expedite preparation of the Housing Strategy; and

WHEREAS, the Development Services Department and czbLLC have negotiated an Agreement for Consultant Services, on file in the office of the City Clerk, setting forth the terms, conditions, and timeline for czbLLC’s services for the Project.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Des Moines, Iowa:

1. That good cause has been shown to exempt the procurement of consultant services for the City’s first Citywide Housing Strategy from the Procurement Ordinance competitive request for proposals process.
2. The procurement of consultant services for the Citywide Housing Strategy from czbLLC, in the total Project amount of \$199,999.00, is hereby approved.
3. The City Manager is authorized and directed to execute the Agreement by and between the City of Des Moines, Iowa and czbLLC for Consultant Services for Citywide Housing Strategy on behalf of the City, and the Development Services Department Director and designee(s) are authorized to administer and monitor said Agreement and Project progress.

(Council Communication No. 24- 270)

MOVED BY _____ TO ADOPT.

Approved as to Form:

SECOND BY _____.

/s/Glenna K. Frank

Glenna K. Frank, Assistant City Attorney

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
BOESEN				
COLEMAN				
GATTO				
MANDELBAUM				
SIMONSON				
VOSS				
WESTERGAARD				
TOTAL				

CERTIFICATE

I, Laura Baumgartner, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

MOTION CARRIED APPROVED

Mayor

City Clerk