

Lee County Board Of County Commissioners

Agenda Item Summary

Blue Sheet No. 20050119

1. **REQUESTED MOTION:**

**ACTION REQUESTED:** Concur with the ranking of Consultants by the Competitive Negotiations Committee for CN-05-05 AFFORDABLE HOUSING METHODOLOGY, in the following order of ranking, and authorize contract negotiations to commence with the number one ranked firm: (1) Clarion Associates; (2) James Duncan and Associates; (3) Fishkind & Associates, Inc., and (4) Center for Urban Policy Research (CUPR).

**WHY ACTION IS NECESSARY:** Board approval required.

**WHAT ACTION ACCOMPLISHES:** Provides for a Consultant who will develop a legally supportable methodology that will accurately and reasonably assess the impacts of commercial developments on affordable housing and provide the means to adequately mitigate these impacts.

2. **DEPARTMENTAL CATEGORY:**

4. Community Development  
COMMISSION DISTRICT #:

C4D

3. **MEETING DATE:**

02-15-2005

4. **AGENDA:**

- CONSENT ADMINISTRATIVE
- APPEALS PUBLIC
- WALK ON
- TIME REQUIRED:

5. **REQUIREMENT/PURPOSE:**  
(Specify)

- STATUTE ORDINANCE
- ADMIN. CODE AC-4-4
- OTHER

6. **REQUESTOR OF INFORMATION:**

- A. COMMISSIONER *Mary Gibbs*
- B. DEPARTMENT Community Development
- C. DIVISION
- BY: Mary Gibbs, Director

7. **BACKGROUND:**

Letters of Interest were solicited on behalf of the Board of County Commissioners for professional services for the project known as CN-05-05 Affordable Housing Methodology.

The deadline for receipt of Letters of Interest was Tuesday, January 18, 2005. A total of six (6) Letters of Interest were received by the established deadline. The Competitive Negotiations Committee consisted of the following staff members: Holly Schwartz, Assistant County Manager as Chairperson; Mary Gibbs, Department of Community Development Director, Gloria Sajgo, Project Manager. On the basis of the information submitted by the six (6) firms in their Letters of Interests, it was the consensus of the committee to invite four (4) firms for interviews/presentations: Clarion Associates; Center for Urban Policy Research (CUPR); James Duncan and Associates, Inc, and Fishkind Associates, Inc.

After conducting interviews/presentations on January 27, 2005 with the four (4) short-listed firms, the Committee agreed to recommend to the Board the following order of ranking of Consultants: (1) Clarion Associates; (2) James Duncan and Associates; (3) Fishkind & Associates, Inc., and (4) Center for Urban Policy Research (CUPR).

The negotiated agreement with the number one ranked firm will be brought back to the Board for their approval.

Attachment: Committee Overall Ranking Sheet

8. **MANAGEMENT RECOMMENDATIONS:**

9. **RECOMMENDED APPROVAL:**

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services	G County Manager								
<i>Mary Gibbs</i>	<i>[Signature]</i> 2/12/05	N/A		<i>[Signature]</i> 2/11/05	<table border="1"> <tr> <td>QA</td> <td>OM</td> <td>Risk</td> <td>GC</td> </tr> <tr> <td><i>[Signature]</i> 2/2/05</td> <td><i>[Signature]</i> 2/2/05</td> <td><i>[Signature]</i> 2/2/05</td> <td><i>[Signature]</i> 2/2/05</td> </tr> </table>	QA	OM	Risk	GC	<i>[Signature]</i> 2/2/05	<i>[Signature]</i> 2/2/05	<i>[Signature]</i> 2/2/05	<i>[Signature]</i> 2/2/05	<i>[Signature]</i>
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10. **COMMISSION ACTION:**

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: 2/31/05
Time: 3:57
Forwarded To: Co. Adm. 2-1-05

RECEIVED BY COUNTY ADMIN: <i>[Signature]</i>
2/1/05
4:05 pm SL
COUNTY ADMIN FORWARDED TO:
2/3/05
4pm

**COMPETITIVE NEGOTIATIONS COMMITTEE  
OVERALL RANKING SHEET  
INTERVIEWS/PRESENTATIONS  
FOR  
CN-05-05 AFFORDABLE HOUSING METHODOLOGY  
Thursday, January 27, 2005  
2:30 p.m. – 4:30 p.m.**

<u>COMPANY NAME</u>	<u>NUMBER RANKED</u>
CLARION ASSOCIATES	<u>1</u>
CENTER FOR URBAN POLICY RESEARCH (CUPR)	<u>41</u>
JAMES DUNCAN AND ASSOCIATES	<u>2</u>
FISHKIND & ASSOCIATES, INC.	<u>3</u>

COMMITTEE MEMBER  
(PROJECT MGR) SIGNATURE: Dolly Schwarz 1/27/05

# **Excerpt from B.O.C.C. September 21, 2004 Meeting Minutes**

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September 21, 2004

The Regular Meeting of the Board of Lee County Commissioners was held on this date with the following Commissioners present:

John E. Albion, Chairman  
Douglas R. St. Cerny, Vice-Chairman  
Ray Judah  
Andrew Coy  
Robert P. Janes

The Chairman called the meeting to order at 9:32 a.m. The Invocation was given by Deputy County Attorney Robert W. Gray, followed by the Pledge of Allegiance to the Flag.

## **COMMISSIONER ITEMS**

**AFFORDABLE HOUSING** – After noting yesterday’s discussion, Commissioner Albion requested that direction be given to Administration to come up with the methodology/formula, over the next six months, even if the use of a consultant is necessary, that can be consistently applied for affordable housing on DRI’s. The Board concurred.