

**Metropolitan Transportation Commission and the Association of Bay Area Governments  
Joint MTC Planning Committee with the ABAG Administrative Committee**

**July 9, 2021**

**Agenda Item 3e**

**Regional Early Action Planning (REAP) Consulting Services: Urban Planning Partners (\$576,775)**

**Subject:** Authorization of a contract through December 31, 2023 with Urban Planning Partners to assist the Association of Bay Area Governments (ABAG) and the County of Alameda with Subregional Planning Collaborative Coordinator Services in an amount not to exceed \$576,775.

**Background:** In May 2021, a Mini-Request for Qualifications (RFQ) seeking to retain a consultant to assist ABAG and the County of Alameda with their Subregional Planning Collaborative, was issued. The selected consultant(s) will provide technical assistance, trainings, and logistical support for forming and sustaining the Subregional Planning Collaborative. The following 2 firms responded to the RFQ, met the minimum qualifications, and were interviewed on June 28<sup>th</sup>, 2021:

1. Urban Planning Partners
2. Baird + Driskell Community Planning

The interview panel consisted of ABAG Principal Regional Housing Planner, Heather Peters; Associate Planner, ABAG Bobby Lu; City of Berkeley Senior Planner, Grace Wu; City of Livermore Principal Planner, Steve Stewart; City of Fremont Principal Planner, Wayland Li. The evaluation criteria were as follows:

1. Overall quality and relevance of qualifications, experience & approach (60%)
2. Local knowledge of the county and jurisdictions (20%)
3. Hourly rates (20%)

Urban Planning Partners is both a Small Business Enterprise (SBE) and a Disadvantaged Business Enterprise (DBE) and Baird + Driskell is an SBE. Urban Planning Partners has committed to at least 40% SBE participation on this contract.

After a thorough review of the proposals and the interviews, the panel recommends Urban Planning Partners to serve as the consultant for County of Alameda's Subregional Planning Collaborative. Urban Planning Partners determined to be most qualified based on a combination of the strength of the staff's qualifications and experience, including their "Housing Collective" that provides a wide range of subject matter expertise including Housing Elements, vehicle miles traveled (VMT), transportation equity, the economic feasibility of zoning, and diverse public outreach. Urban Planning Partners is headquartered in Oakland, its team has worked in almost all 15 of the Alameda County Collaborative jurisdictions and has long-standing relationships with key staff throughout the county. Urban Planning Partners would have the following subcontractors:

- Diana Elrod Consulting
- Barry J. Miller, FAICP (SBE)
- Terner Center Housing Innovation Labs
- Urban Land Institute (ULI)
- Street Level Advisors
- ChangeLab Solutions
- Fehr & Peers
- David Baker Architects
- Kristen Hall City Design (SBE)


The following table shows the collective final score average of the two proposers based on their proposals and interviews.

	Total	Overall quality and relevance of qualifications, experience & approach	Local knowledge of the county and jurisdictions	Hourly rates
Supplier	/ 100 pts	/ 60 pts	/ 20 pts	/ 20 pts
Urban Planning Partners	88.80	54.20	18.20	16.40
Baird + Driskell Community Planning	82	49.20	14.60	18.20

ABAG has previously allocated \$576,775 of Regional Early Action Planning (REAP) funds to support the Alameda County Planning Collaborative for FY 2021-22 through FY2023-24 and the steering committee for this Collaborative has elected to have ABAG administer those funds on its behalf.

**Recommended Action:** The ABAG Administrative Committee is requested to authorize the Executive Director of the Metropolitan Transportation Commission (MTC), or designee, on behalf of the Association of Bay Area Governments, to negotiate and enter into a contract with Urban Planning Partners in an amount not to exceed \$576,775 to assist ABAG and the County of Alameda with Subregional Planning Collaborative Coordinator Services.

**Attachments:** Summary Approval

  
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 Therese W. McMillan



**SUMMARY OF ABAG ADMINISTRATIVE COMMITTEE APPROVAL**

<b>Work Item No.:</b>	1752
<b>Consultant:</b>	Urban Planning Partners
<b>Work Project Title:</b>	Consulting services
<b>Purpose of Project:</b>	To obtain services of a consultant
<b>Brief Scope of Work:</b>	To assist ABAG and the County of Alameda with Subregional Planning Collaborative Coordinator Services
<b>Project Cost Not to Exceed:</b>	\$576,775 for FY 2021-22 through FY 2023-24.
<b>Funding Source:</b>	2310 Regional Early Action Planning Grant (REAP).
<b>Fiscal Impact:</b>	Project costs are included in the FY 2020-21 Budget and subject to approval of annual budgets thereafter.
<b>Motion Committee:</b>	The ABAG Administrative Committee is requested to authorize the Executive Director of the Metropolitan Transportation Commission (MTC), or designee, on behalf of the Association of Bay Area Governments, to negotiate and enter into a contract with Urban Planning Partners in an amount not to exceed \$576,775 to assist ABAG and the County of Alameda with Subregional Planning Collaborative Coordinator Services.
<b>ABAG Administrative Committee Approval:</b>	
	Jesse Arreguin, ABAG President
<b>Approval Date:</b>	July 9, 2021