

**Association of Bay Area Governments**  
**ABAG Administrative Committee**

**June 9, 2023**

**Agenda Item 6b**

**Contract - Regional Early Action Planning Grant: Baird + Driskell Community Planning  
(DBA Community Planning Collaborative) (\$525,000)**

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**Subject:**

Authorization to amend a contract with Baird + Driskell Community Planning (DBA Community Planning Collaborative) to assist ABAG in implementing the Regional Early Action Planning (REAP) Grant Program 1.0 in an amount not to exceed \$525,000 for a total contract amount of \$1,925,000 for the time period as allowed in REAP Grant No. 19-REAP-13915.

**Background:**

The state's REAP program provides time-limited funding to ABAG to assist local jurisdictions with their 6th Cycle Housing Elements and to advance local housing planning activities that accelerate housing production to meet identified needs of every community. In early 2020, ABAG applied for, and received, an initial REAP grant of \$5,900,000 and the Regional Housing Technical Assistance Program (RHTA) was launched.

After a competitive Request for Proposal process, on July 16, 2020 the ABAG Executive Board authorized the Executive Director of the Metropolitan Transportation Commission (MTC), or her designee, on behalf of the Association of Bay Area Governments, to negotiate and enter into a contract with Baird + Driskell Community Planning, currently doing business as Community Planning Collaborative (Baird + Driskell) in an amount not to exceed \$200,000 to assist ABAG in designing and implementing the REAP Grant Program through the end of December 2023. Baird + Driskell is a certified small business within the meaning of ABAG's Small Business Enterprise (SBE) Program.

With the support of Baird + Driskell, ABAG successfully applied for, and received, the balance of its REAP grant of \$18,066,861, for a total of \$23,966,861. On April 15, 2021, an amendment to add \$200,000 to Baird + Driskell's contract was approved. On November 18, 2021 an amendment to add \$500,000 to the contract was approved, with a total not to exceed \$1,050,000. On March 16, 2023 an amendment to add \$350,000 to the contract was approved, with a total not to exceed \$1.4 million.

The RHTA has been very well regarded and recently received the 2023 Award of Excellence from the American Planning Association, Northern California Chapter. The program has produced unprecedented amount of technical assistance on a wide array of housing topics; as ABAG's primary consultant, Baird + Driskell has played an integral role in developing and/or deploying these resources to the Bay Area's 109 local governments.

A broad range of additional desired technical assistance has been identified by local planning staff including support for accessory dwelling units (ADUs), understanding and implementing new state laws, and updates to local density bonus ordinances. The existing Baird + Driskell contract has been nearly fully programmed; additional funds are necessary to adequately support implementation of the newly identified technical assistance products in the remaining scope of work. Additionally, the REAP grant currently contains an expenditure deadline of December 31, 2023 – which HCD has indicated may be extended into early 2024 – and thus time is of the essence to leverage the remaining funds to benefit Bay Area jurisdictions and avoid having to return unexpended funds to the State. Accordingly, an amendment is requested in an amount not to exceed \$525,000 for a total contract amount of \$1,925,000 for the time period as allowed in REAP Grant No. 19-REAP-13915

**Issues:**

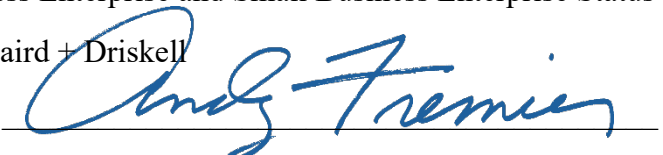
None identified.

**Recommendations:**

The Administrative Committee is requested to authorize the Executive Director of the MTC, or his designee, on behalf of the Association of Bay Area Governments, to amend the contract with Baird + Driskell Community Planning (DBA Community Planning Collaborative) to assist ABAG in implementing the REAP 1.0 in an amount not to exceed \$525,000 for a total contract amount of \$1,925,000 for the time period as allowed in REAP Grant No. 19-REAP-13915.

**Attachments:**

- Attachment A: Disadvantaged Business Enterprise and Small Business Enterprise Status
- Attachment B: Summary Approval Baird + Driskell

  
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Andrew B. Fremier

Attachment A

Disadvantaged Business Enterprise and Small Business Enterprise Status

	Firm Name	Role on Project	DBE* Yes / No	If DBE Yes, List #	SBE** Yes / No	If SBE Yes, List #
Prime Contractor	Baird + Driskel Community Planning (DBA Community Planning Collaborative)	Project Lead	No		Yes	2024582
	Peninger Consulting	Project Management/ Project Strategy	No		No	
Subcontractor	The Case Made	Messaging	No		No	
Subcontractor	Abby VanMuijen Consulting	Meeting support	No		No	
Subcontractor	Capriola Consulting	Wildfire	No		Yes	2026406
Subcontractor	Lexington Planning	Zoning/ODDS	No		No	
Subcontractor	Groundwork Consulting	Leading with Equity	No		Yes	21-00074
Subcontractor	Street Level Advisors	Zoning for Affordability	No		No	
Subcontractor	EcoNorthwest	Missing middle	No		No	
	Goldfarb & Lipman	Legal Support	No		No	
Subcontractor	Opticos	Missing Middle	No		Yes	1235420
Subcontractor	Root Policy	Fair Housing	No		No	

Subcontractor	Veronica Tam	Fair Housing	No		No	
Subcontractor	4-Leaf	Farmworker Housing	No		No	

\*Denotes certification by the California Unified Certification Program (CUCP).

\*\*Denotes certification by the State of California.

## Request for ABAG Administrative Committee Approval

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Work Item No.: 1752

Consultant: Baird + Driskell Community Planning (DBA Community Planning Collaborative)  
Berkeley, CA

Work Project Title: Consulting services

Purpose of Project: To obtain the services of a consultant

Brief Scope of Work: To assist ABAG in designing and implementing the Regional Early Action Planning Grant of 2019 (REAP 1.0).

Project Cost Not to Exceed: Current Contract Amount: \$1,400,000  
Amendment Amount: \$525,000  
Updated Contract Total: \$1,925,000

Funding Source: REAP Grant No. 19-REAP-13915

Fiscal Impact: Funds programmed in Fiscal Year (FY) 2020-21, FY 2021-22, FY 2022-23, and subject to approval of annual budgets thereafter.

Motion by Committee: The 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 amend the contract with Baird + Driskell Community Planning (DBA Community Planning Collaborative) to assist ABAG in implementing the Regional Early Action Planning Grant of 2019 (REAP 1.0) in an amount not to exceed \$525,000 for a total contract amount of \$1,925,000 for the time period as allowed in REAP Grant No. 19-REAP-13915.

ABAG Administrative  
Committee Approval:

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Jesse Arreguin, Administrative Committee Chair

Approved: June 9, 2023