

Legislation Text

File #: 18-3249, **Version:** 1

RFP No. 2018-035 - Public Improvement District (PID) Administration Services.

(Authorize the City Manager to execute a contract with David Taussig & Associates, Inc., for PID administration services in an amount not to exceed \$50,000.00 on an annual basis per each PID.)

In December 2017, City Council approved the creation of two Public Improvement Districts in connection with new development in the City's extra territorial jurisdiction. There are many facets to administering a PID and it is standard practice for a local government to procure PID administrative services to facilitate the process. Bid documents were broadcast to vendors through the BidSync electronic bidding system and posted on the City's website. An Advertisement for Bid notice was published in the Daily Commercial Record newspaper. A total of five proposals were received.

The proposals were evaluated based on each firm's demonstrated ability to provide the scope of services, experience and references and proposed fees. The City's evaluation team interviewed all five firms for further information and clarification.

Financial Implications

Funding for the Public Improvement District (PID) Administration services will be available from the special assessment fees collected within each PID.

Recommended/Desired Action

Staff recommends award to David Taussig & Associates, Inc.

Attachment(s)

RFP Scoring Sheet

Drafter

Debbie Mol

Head of Department

Debbie Mol