

PLACER COUNTY
REDEVELOPMENT AGENCY

MEMORANDUM

TO: Honorable Members of the Redevelopment Agency Board
FROM: Thomas M Miller, Director
James LoBue, Deputy Director 
DATE: February 23, 2010
SUBJECT: Professional Services Contract with Overland Pacific & Cutler to Provide Housing Relocation Services in an Amount Not to Exceed \$93,350

ACTION REQUESTED

Approve a resolution authorizing the Purchasing Manager to execute a professional services contract with Overland Pacific & Cutler (OPC) to provide housing relocation services in an amount not to exceed \$93,350

BACKGROUND

Preparing and adopting a relocation plan are Redevelopment Agency (Agency) requirements that demonstrate how the Agency plans to provide for residents living in Agency-owned property that is the subject of future development, demolition, sale, or transfer. The Agency Board adopted the relocation plan for the Agency properties located at 325, 348, and 385 Deer Street, 265 Fox Street, and 200 Chipmunk Street in Kings Beach on October 20, 2009 and, on February 9, 2010, adopted the relocation plan for the Agency-owned property at 8796-8798 North Lake Boulevard in Kings Beach. With the plans adopted, the next required step in the relocation process is to provide relocation services to the residents that will be relocated.

On May 15, 2009, the Agency entered into an agreement with OPC for \$15,000 to provide a relocation plan for the Agency-owned, occupied rental properties in Kings Beach. OPC was on a County Procurement qualified vendor list. OPC completed this plan by interviewing the current residents, conducting a market study of available rental housing in the immediate area, and preparing a needs assessment for the residents' relocation needs.

On September 26, 2009, the Agency entered into an agreement with OPC for \$3,600 to provide additional resident information and federal specific requirements for a funding application for the future development of the sites.

A relocation plan is a complicated document, specific to the needs of the households that will be displaced by development. In this particular case, the Agency will have to follow both State and Federal relocation requirements due to the sources of development funding. Some of the Agency's residents have limited reading and writing abilities in their native Spanish language and even less in English. OPC provided bi-lingual staff whose ability to translate has enabled the Agency to meet the legal requirements for relocating households.

Along with the relocation plan, OPC has also provided quarterly rental market data for the Kings Beach area. This information will be needed to find decent, safe, and affordable housing to relocate the current residents.

OPC has worked with the residents in these units already and has proven they have staff that can communicate with the residents and gather the data necessary to determine income and housing needs. As a result, the Agency selected OPC through a preferred vendor process and proposes to enter into an agreement with OPC for provision of relocation assistance services.

There is a cost savings by continuing to work with OPC in this process. OPC has the market study data, knows the properties, and is familiar with comparable housing in the Kings Beach Area. Most importantly, they have demonstrated an ability to work with the residents and provide a comfort level for the residents who are facing a potentially difficult, confusing, and complicated relocation process.

FISCAL IMPACT

The Contract resulting from this authorization will be in an amount not to exceed \$93,350 and will be effective until December 31, 2012. Adequate funds are available in the North Lake Tahoe Redevelopment Project Area budget for this action. There will be no impact on the County General Fund.

ENVIRONMENTAL STATUS

Pursuant to California Environmental Quality Act Guidelines section 15180, the proposed action to approve the relocation services consultant contract is an activity taken in furtherance of the North Lake Tahoe Redevelopment Project Area plan adopted by your Board and the Environmental Impact Report certified for the same.

Attachments Resolution
 Overland Pacific & Cutler Contract

CONTRACT/AGREEMENT
FOR REVIEW ONLY AT
THE CLERK OF THE BOARD

cc Karin Schwab, Agency Counsel

**Before the Placer County
Redevelopment Agency Board of Directors
County of Placer, State of California**

In the matter of:

Authorization to enter into a professional services contract with Overland Pacific & Cutler to provide housing relocation services in an amount not to exceed \$93,350

Resol. No:

Ord. No:

First Reading:

The following Resolution was duly passed by the Redevelopment Agency Board of the County of Placer at a regular meeting held _____,

by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

**Attest:
Clerk of said Board**

Chair, Agency Board

WHEREAS, by Ordinance No 4753-B adopted on July 16, 1996, the Board of Supervisors of the County of Placer adopted the Redevelopment Plan for the North Lake Tahoe Redevelopment Project Area (Redevelopment Plan) pursuant to Community Redevelopment Law, Section 33490 of Part I of Division 24 of the Health and Safety Code of the State of California (Law),

WHEREAS, the Redevelopment Agency of the County of Placer (Agency) is vested with responsibility pursuant to the Law to implement the Redevelopment Plan in the North Lake Tahoe Redevelopment Project Area,

WHEREAS, the Agency purchased occupied rental property at 325, 348, and 385 Deer Street, 265 Fox Street, 200 Chipmunk Street, and 8796-8798 North Lake Boulevard, Kings Beach, CA (Sites),

WHEREAS, the Agency Board adopted Relocation Guidelines in conformance with State of California Relocation Law on November 27, 2007,

WHEREAS, Section 33410 and 33411 of the Law require the Agency to approve a relocation plan and provide relocation assistance and benefits to eligible residential and business tenants that are either permanently or temporarily displaced,

WHEREAS, the Agency Board approved the Relocation Plans for the Sites on October 20, 2009 and February 9, 2010 pursuant to Section 33913,

WHEREAS, it is the intent of the Agency to demolish the structures on the Sites in order to implement a redevelopment project in furtherance of the Redevelopment Plan, and

WHEREAS, pursuant to CEQA Guidelines section 15180, the proposed action to enter into an agreement for relocation services is an activity taken in furtherance of the North Lake Tahoe Redevelopment Plan adopted by your Board on July 16, 1996 and the Environmental Impact Report certified for the same

NOW, THEREFORE, BE IT RESOLVED that the Agency Board hereby finds and determines

- 1 All evidence presented has been duly considered, the findings, including environmental findings, regarding this action as stated in the staff report that accompanies this resolution, are approved
- 2 The Purchasing Manager or his designee is hereby authorized to execute an agreement for an amount not to exceed \$93,500 with Overland, Pacific & Cutler to provide relocation services to eligible tenants of the Agency owned Sites
- 3 This resolution shall become effective immediately upon adoption