



Legislation Text

File #: 24-0474, Version: 1

TO: Mayor Richard C. Irvin

FROM: Chris Ragona, Community Development Manager

DATE: June 20, 2024

SUBJECT:

Request to accept the proposal of TDA Consulting in the amount of \$62,115, as the most qualified and highest scoring based on the factors of previous experience, project approach, proposed personnel, timeline, price, and quality of proposal to create 2025-2029 HUD required Consolidated Plan (ConPlan) and to update the Neighborhood Revitalization Strategy Plan (NRSA).

PURPOSE:

Staff seeks approval for the award of Proposal 24-071 (Attachment A) to TDA Consulting in the amount of \$62,115 to assist in the creation of the 2025-2029 ConPlan and NRSA. The goal of this contract is to assist staff with community outreach, data analysis, and other requirements included in the HUD required five-year plan. For information regarding the City's current 2020-2024 ConPlan, please see the ConPlan's Executive Summary (Attachment B). This proposal will also evaluate whether an update to the City's Neighborhood Revitalization Strategy Area (NRSA) is necessary. This NRSA update will include a review of the NRSA's existing geographic boundaries and priorities and determine whether or not amendments are required. For information regarding the City's current NRSA Plan (amended in 2020), please see the NRSA's Information Summary (Attachment C).

BACKGROUND:

A public notice was published on May 10, 2024, for Request for Proposal 24-071 (RFP). The RFP package was sent to 100 firms and also posted to the City's websites, with all proposals due on May 31, 2024. In addition to a detailed scope of work, the RFP also identified the City's evaluation criteria. Two proposals were received. Community Development staff members (3) evaluated each proposal based upon the following criteria: experience, approach, personnel, price, and quality. Each evaluation criterion was worth 20 points for a total score of 100 (full scoring summary can be found in Attachment A). TDA Consulting received the highest average score and offered the lowest cost to complete all components of the plan.

Firm	Proposed Price	Average Total Score
TDA Consulting	\$62,115	89
McKenna	\$76,270	76

DISCUSSION:

The City of Aurora receives approximately \$2 million dollars annually in federal funds, and the City's adoption of its 2025-2029 ConPlan is a requirement to receive these funds. The NRSA is a tool that can be used to incentivize neighborhood revitalization and economic development investment in designated areas of the City.

Accounts 101-1330-463.32-61 and 221-1330-801.43-89 have a total budgeted amount of \$62,115 in 2024.

IMPACT STATEMENT:

This action will result in the City's fulfillment of HUD's required development of its 2025-2029 ConPlan and NRSA update. In addition to data analysis, the ConPlan's development will include a needs assessment and community engagement which will be used to establish its community development goals and objectives for the next five years. Substantial completion for this contract is expected by December 2024.

RECOMMENDATIONS:

Staff recommends approval of the consultant contract (Attachment D) in the amount of \$62,115 to assist in the creation of the 2025-2029 ConPlan and to update the NRSA Plan to be substantially completed by December 31, 2024.

cc: Public Health, Safety, and Transportation



CITY OF AURORA, ILLINOIS

RESOLUTION NO. _____
DATE OF PASSAGE _____

A Resolution requesting approval to accept the proposal from TDA Consulting to create the 2025-2029 Consolidated Plan and to update the Neighborhood Revitalization Strategy Area Plan in the amount of \$62,115.

WHEREAS, the City of Aurora has a population of more than 25,000 persons and is, therefore, a home rule unit under subsection (a) of Section 6 of Article VII of the Illinois Constitution of 1970; and

WHEREAS, subject to said Section, a home rule unit may exercise any power and perform any function pertaining to its government and affairs for the protection of the public health, safety, morals, and welfare; and

WHEREAS, the City of Aurora has initiated numerous community development activities through

participation in the U. S. Department of Housing and Urban Development's Community Development Block Grant and HOME Investment Partnerships Act Grant; and

WHEREAS, the City published a Request for Proposal in accordance with City Purchasing Policies on May 10, 2024; and

WHEREAS, the combined Request For Proposal Scoring Team selected TDA Consulting as the most responsible firm to create the 2025-2029 Consolidated Plan and to update the Neighborhood Revitalization Strategy Area Plan; and

WHEREAS, the City of Aurora's Public Health, Safety, and Transportation Committee recommended approval to accept the proposal from TDA Consulting to create the 2025-2029 Consolidated Plan and Neighborhood Revitalization Strategy Area update; and

WHEREAS, the 2024 budget provides \$35,000 in account 101-1330-463.32-61 and \$27,115 in account 221-1330-801.43-89.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Aurora, Illinois, as follows: To award the contract to TDA Consulting for their proposal to create the 2025-2029 Consolidated Plan and to update the Neighborhood Revitalization Strategy Area Plan in the amount of \$62,115.