



Council Meeting: January 25, 2011

SUBJECT: Rejection of Proposal Received in Response to Request for Proposals for Fair Housing Services (F1009-31)

BACKGROUND

Approval is requested to reject one two-part proposal received from Project Sentinel in response to Request for Proposals (RFP) No. F1009-31 for the provision of fair housing services.

DISCUSSION

The City has historically contracted with public benefit law firms, legal service providers or fair housing organizations to provide services to Sunnyvale residents related to compliance with fair housing laws and landlord/tenant mediation. Such services typically include handling inquiries about fair housing law, investigating and/or responding to complaints of fair housing violations in the City, and tenant/landlord mediation and dispute resolution services for Sunnyvale landlords, tenants, and mobile home residents.

A portion of the City's fair housing services are funded through the federal Department of Housing and Urban Development (HUD) with Community Development Block Grant (CDBG) funds, while mediation services are handled through the General Fund. A total of \$55,000 is budgeted for these services in FY 2010/2011.

The RFP was developed with two separate work scopes, one for fair housing compliance and one for tenant/landlord dispute resolution, and was direct-mailed to eight known fair housing organizations. Additionally, the RFP was broadcast to potential proposers through the City's procurement network, Demandstar by Onvia. The RFP was issued on November 5, 2010, with a due date of December 1, 2010. One proposal was received from Project Sentinel which covered both work scopes.

Staff recommends rejecting the proposal received from Project Sentinel due to non-responsiveness because their response did not materially comply with the RFP requirements. Should Council reject the proposal, staff will reissue a solicitation or solicitations for these services. Project Sentinel would have the opportunity to resubmit its proposal to address outstanding items.

FISCAL IMPACT

There is no direct fiscal impact of this action.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's Web site.

Project Sentinel was also notified of this Council agenda item.

RECOMMENDATION

It is recommended that Council reject the proposal received in response to Request for Proposals F1009-31.

Reviewed by:

Grace K. Leung, Director of Finance
Prepared by: Pete Gonda, Purchasing Officer

Reviewed by:

Hanson Hom, Director, Community Development

Reviewed by:

David E. Kahn, City Attorney

Approved by:

Gary M. Luebbers
City Manager