

**CITY OF ALBANY
CITY COUNCIL AGENDA
STAFF REPORT**

Agenda date: 9/5/06
Prepared date: 8/30/06
Reviewed by: _____

SUBJECT: Update on City-initiated Waterfront Planning Consultant Selection Process

FROM: Ann Chaney, Community Development Director
Jeff Bond, Planning Manager

STAFF RECOMMENDATION

Provided for information only.

BACKGROUND

At the City Council's most recent discussion of Waterfront Planning on July 24, 2006, the Council approved Resolution #06-50 (attached), authorizing staff to facilitate the Planning and Zoning Commission sponsorship of a city-initiated waterfront planning process in consultation with other City commissions and committees. Based on Council action, staff has prepared and distributed a Request for Qualifications for planning consultant services for Albany Waterfront Planning of the Golden Gate Fields property.

DISCUSSION

Based on direction from Council resolution #06-50, the Planning and Zoning Commission held a special meeting, on August 28, 2006 to discuss formation of a Consultant Selection Group. The Commission approved a motion 5-0 establishing a Consultant Selection Group consisting of:

- Two members of the Planning and Zoning Commission;
- Two members of the Parks and Recreation Commission;
- Two members of the Waterfront Committee; and
- One representative of City Management staff.

The Commission also agreed that the Consultant Selection Group should hold a public hearing to receive input on the selection process, including inviting city commissions and committees, and the public, to submit questions to be asked of the consultants. Interested consultants will be invited to attend the public hearing in order to provide the public an opportunity to convey

comments and concerns directly to potential consultants. Staff has scheduled this public hearing of the Consultant Selection Group for 7:30 pm on Wednesday, October 4.

The deadline for submission of Statements of Qualifications will be extended to October 18, 2006. The statements of qualifications submitted by consultants will be public information. The Commission, however, stressed the importance of holding initial interviews in private sessions in order to avoid giving an advantage to consultants that are interviewed late in the process. (If interviews are held in a public forum, consultants interviewing later in the process could have advance access to the types of questions being asked as well as have access to answers provided by their competitors.)

As was stated at the Planning and Zoning Commission meeting, the sole purpose of this group is intended to be limited to interviewing consultants and making a recommendation to the City Council. Pursuant to City administrative procedures, final approval of a consulting contract must be made by the City Council. Once a consultant is selected, there will need to be an in depth discussion about the precise structure of Commission/Committee and public engagement in the planning process.

Attachments

Resolution #06-50

Request for Qualifications