



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1920-126

File ID: K-1920-126

Type: Contract

Status: Consent Item

Version: 2

Reference: Item 22

In Control: City Council

Department: Planning and
Community
Development
Department

Cost: \$31,000.00

File Created: 03/30/2020

File Name: Analysis of Impediments to Fair Housing Choice

Final Action:

Title: CONTRACT K-1920-126: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND RKG ASSOCIATES, INC. IN THE AMOUNT OF \$31,000 FOR PREPARATION OF AN ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE AS PART OF THE 2020-2024 CONSOLIDATED PLAN FOR THE CITY OF NORMAN.

Notes: ACTION NEEDED: Motion to approve or reject Contract K-1920-126 with RKG Associates, Inc., in the amount of \$31,000; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

Agenda Date: 04/14/2020

Agenda Number: 22

Attachments: K-1920-126 RKG and Associates, RKG
Associates_A_I Proposal (2-28-20)

Project Manager: Lisa Krieg, CDBG/Grants Planner

Entered by: lisa.krieg@normanok.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File K-1920-126

Body

PROPOSED USE OF FUNDS: A major requirement of the Community Development Block Grant and Home Partnership Programs is the preparation of a consolidated planning document that identifies needs and sets goals and objectives for meeting those needs, especially related to programs funded through the U.S. Department of Housing & Urban Development (HUD). The requirements of the five-year plan include an Analysis of Impediments to Fair Housing

Choice based on regulations from HUD.

BACKGROUND: The Analysis of Impediments to Fair Housing Choice will include review of the sale or rental of dwellings; the provision of financing assistance for dwellings; public policies and actions affecting the approval of sites and other building requirements used in the approval process for the construction of publicly assisted housing; and the administrative policies concerning community development and housing activities which affect opportunities of minority households to select housing inside or outside areas of minority concentration. Also, several agencies charged with investigation of housing discrimination will be contacted in regard to any such complaints filed in Norman over the past ten years.

DISCUSSION: In February 2020, the City issued a Request for Proposals (RFP 1920-53) for the Analysis of Impediments to Fair Housing Choice and received only one proposal. Direct solicitations were sent to four firms that specialize in this type of study as well as a legal notice announcing the RFP. The proposal was reviewed by staff and the proposal submitted by RKG Associates, Inc. meets all criteria. They have extensive experience in the preparation of this kind of analysis and came highly recommended as identified in their proposal which is included. This firm completed the previous Analysis of Impediments to Fair Housing Choice submitted with the 2014-2019 City of Norman Consolidated Plan.

RECOMMENDATION: Staff recommends approval of contract K-1920-126 with RKG Associates, Inc. in the amount of \$31,000 for the preparation of an Analysis of Impediments to Fair Housing Choice.

Funds are available in the Community Development Fund, fiscal year 2019-2020, in CDBG - Services and Maintenance - Consultant Planning and Development (21240007 44003; \$18,000; and HOME - Services and Maintenance - Consultant Planning and Development 21240010 44003; \$13,000).