

APPROVED AS TO FORM AND LEGALITY

  
CITY ATTORNEY'S OFFICE

## OAKLAND CITY COUNCIL

RESOLUTION NO. \_\_\_\_\_ C.M.S.

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**RESOLUTION AUTHORIZING (1) THE CITY ADMINISTRATOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH PLENUM ARCHITECTURE, INC. FOR AN INITIAL THREE-YEAR TERM WITH TWO ONE-YEAR OPTIONS IN AN AMOUNT NOT TO EXCEED FIVE HUNDRED THIRTY THOUSAND DOLLARS (\$530,000) TO ADMINISTER AND IMPLEMENT THE CITY'S FACADE AND TENANT IMPROVEMENT PROGRAM (FTIP) AND DISBURSE APPROXIMATELY \$2.77 MILLION DOLLARS IN GRANT FUNDS, WITH EACH GRANT IN AN AMOUNT NOT TO EXCEED TWENTY-FIVE THOUSAND DOLLARS (\$25,000) PER GRANTEE; AND (2) THE ACCEPTANCE AND APPROPRIATION OF ADDITIONAL FUNDS THAT MAY BECOME AVAILABLE FOR THE FTIP IN FY 2024-2026 WITHOUT RETURNING TO CITY COUNCIL**

**WHEREAS**, the Façade and Tenant Improvement Program (FTIP), designed to support investment for buildings on commercial corridors with storefront businesses, provides grants to small business owners and property owners to improve the exterior and interior of their commercial properties and is intended to encourage economic development and reduce blight; and

**WHEREAS**, in February 2024, the City of Oakland's Economic and Workforce Development Department (EWDD) invited proposals from qualified service providers to administer FTIP; and

**WHEREAS**, following a competitive formal Request for Proposal (RFP) process, staff has identified Plenum Architecture, Inc., to administer the City's Façade and Tenant Improvement Program (FTIP); and

**WHEREAS**, a professional services agreement with Plenum Architecture will increase the City's capacity to process the large number of FTIP grants, provide rapid assistance to FTIP grantees, and address heightened workload in other program areas; and

**WHEREAS**, the proposed agreement is of a professional and temporary nature and shall not result in the loss of employment or salary by any person having permanent status in the competitive service; and

**WHEREAS**, funding for a professional services contract with Plenum Architecture, Inc. is anticipated to be funded with Four Hundred Thousand Dollars (\$400,000) that was allocated to FTIP in the FY 23-25 Biennial Budget (\$200,000 in FY 23-24 and \$200,000 in FY 24-25) pursuant to Resolution No. 89804 C.M.S., contingent on approval of carry forward use for FY 23-24 into FY 24-25, as well as up to \$130,000 from Central District Redevelopment Bond Funds; now, therefore, be it

**RESOLVED:** That the City Council hereby authorizes the City Administrator to negotiate, award and execute a professional services agreement with Plenum Architecture, Inc. for an initial three-year term with two one-year options, as determined by funds available, in an amount not to exceed Five Hundred Thirty Thousand Dollars (\$530,000) to administer the City’s Facade and Tenant Improvement Program (FTIP); and be it

**FURTHER RESOLVED:** That the City Council hereby authorizes the disbursement of approximately \$2.77 million dollars in grant funds, with each grant in an amount less than Twenty-Five Thousand Dollars (\$25,000) per grantee; and be it

**FURTHER RESOLVED:** That the City Council authorizes the allocation of Five Hundred Thirty Thousand Dollars (\$530,000), to finance the contract awarded to Plenum Architecture, Inc. to administer the FTIP, with each grant administrative fixed rate amount not to exceed Five Thousand Dollars (\$5,000) per grant, to be allocated as follows:

- 1) An amount not to exceed \$400,000 from the General Purpose Fund (1010), Economic Development Organization (85411), Third Party Grant Contracts Earned Account (54912), Small Business Assistance FTIP Project (1006027), and
- 2) An amount not to exceed \$130,000 combined from two Central District Redevelopment Bond Funding sources, comprising Central District: TA Bonds Series 2003 (5611), CIP Central District (94889), Contract Service Expenditures Budget Carry Forward (54999), Downtown Historic Preservation (1001065), as well as Central District: TA Bonds Series 2005 (5612), CIP Central District (94889), Contract Service Expenditures Budget Carry Forward (54999), Retail Entertainment Catalyst (1000225); and be it

**FURTHER RESOLVED:** That the professional services contract with Plenum Architecture, Inc. is anticipated to be funded with the above named funding sources; and be it

**FURTHER RESOLVED:** That following execution of the professional services agreement with Plenum Architecture, Inc., the contractor is authorized to disburse approximately Two Million Seven Hundred Seventy-Four Thousand Eight Hundred Ninety-Three Dollars (\$2,774,893) in grant funds, with each grant in an amount less than Twenty-Five Thousand Dollars (\$25,000) per grantee, from the following sources:

<b>Funding Source</b>	<b>Funding Available</b>	<b>Grants Awarded</b>	<b>Grant Dollars</b>	<b>Amount Remaining</b>
Redevelopment Bonds				
Central District	\$1,490,471	35	\$874,965	\$615,506
Coliseum	\$909,784	32	\$799,968	\$109,816
Central City East	\$549,071	22	\$549,978	(\$907)
Broadway/Macarthur/San Pablo	\$163,609	6	\$149,994	\$13,615
<u>Total Redevelopment Bonds</u>	<u>\$3,112,935</u>	<u>95</u>	<u>\$2,374,905</u>	<u>\$738,030</u>

General Fund	\$300,000	12	\$299,988	\$12
Alameda County Transportation Commission	\$100,000	TBD	\$100,000	\$0
<b>Total</b>	<b>\$3,512,935</b>	<b>107</b>	<b>\$2,774,893</b>	<b>\$738,042</b>

; and be it

**FURTHER RESOLVED:** That in accordance with Article IV, Section 401(6) of the City Charter, all agreements executed pursuant to the Resolution shall be approved as to form and legality by the City Attorney’s Office and filed with the City Administrator’s Office; and be it

**FURTHER RESOLVED:** That should additional funds become available during FY 2024-2026 for the FTIP, including \$100,000 to fund façade improvements in the Oakland Waterfront Warehouse District as accepted from the Alameda County Transportation Commission and to be appropriated through Resolution 90210 C.M.S., the City Council accepts and appropriates those funds and authorizes amendments of the aforementioned agreements to increase the not to exceed amounts of the agreements for FY 2024-2026, subject to the availability of funding, without returning to Council; and be it

**FURTHER RESOLVED:** That the City Administrator is authorized to complete all required negotiations, certifications, assurances, and documentation required to accept, modify, extend, and/or amend the above-referenced necessary agreements for services without increasing the amount of the grants except as specified above.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - FIFE, GALLO, JENKINS, KALB, KAPLAN, RAMACHANDRAN, REID, AND PRESIDENT FORTUNATO BAS

NOES –

ABSENT –

ABSTENTION –

ATTEST: \_\_\_\_\_

ASHA REED  
City Clerk and Clerk of the Council of the  
City of Oakland, California