

**Civil Rights & Equal Opportunity Department
Economic Equity & Inclusion
Small Local Business Enterprise (SLBE) Contract Review Request**

Date: 1/25/2023
Form Prepared By: Karen Wang

Contract/Project Number: EV3065	Project Name: Community Land Trust (CLT) Services RFP
Estimated Cost ¹ : 155,000	Project Manager: Kyle Elliot

Funding: City State Federal CO-OP Grant: Other:

Prevailing Wage: Yes No

Davis-Bacon: Yes No

Presenting to Council¹: Yes No

Public Works Sidewalk Project: Yes No

Water Services Department Engineering Professional Services (SLBE-WSDEPS) Project: Yes No

Estimated Number of Project Days: 4 year	Anticipated Solicitation Date: as soon as possible
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Contract Type:

Construction Design-Build Design Professional Professional Services

General Service Concession Other Goods & Services Non-Municipal Agency

Co-Operative Revenue Sharing Facilities Maintenance/Repair/Renovation

Other:

Description of Contract (Provide Details):

The consultant selected for this RFP will be performing tasks on behalf of the City of Kansas City, MO, by analyzing Community Land Trust (CLT) models that best meet the City's requirements. The consultant will research CLT's from other cities and from neighborhoods within Kansas City and recommend which CLT model will work for the City of Kansas City. The consultant's report will include the type of governance structure for a City of Kansas City CLT and a 12-month startup strategy, a three-year business plan and an action specific implementation plan with details on time, cost and responsible actors defined. The selected supplier will not be eligible to provide any services for the selected CLT model.

Pursuant to RSMo. Section 610.021(11) & (12) documents related to bids will not be made available until bids are completed.

This document is submitted with all available facts. Intentionally falsifying this document or omitting pertinent facts is grounds for disciplinary action pursuant to KCMO Human Resources Rules & Policy Manual (eff. August 4, 2014).

FOR CIVIL RIGHTS & EQUAL OPPORTUNITY DEPARTMENT (CREO) USE ONLY:

SLBE Limited Solicitation

10% Pre-Payment²

5% Bid Incentive³

Exempt Waiver Approved Waiver Denied N/A

Reason for Waiver:

Electronic Record? Yes No

CREO Signature:  Date: 2/17/2023

FOR DEPARTMENT USE ONLY - CONTRACOR INFORMATION

Enter selected firm below and return a copy of this page to CREO KC.

Company:	Contact:
Address:	Phone Number:
Contract Value:	Vendor No.

Department Signature: _____ Date: _____

1 Construction or construction supply contract estimated less than \$300,000 or non-construction contract less than \$160,000.
2 Pre-Payment of up to 10% of the contract amount to be paid by City upon NTP as set out in the contract documents.
3 Bid Incentive not to exceed 5% and not applicable to any contract requiring the payment of prevailing wages.



