

# CITY OF LOS ANGELES

CALIFORNIA

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November 23, 2011

Office of the City Administrative Officer  
Request for Bids for an Economic and Fiscal Impact Analysis  
for the Proposed Annexation of the Hidden Creeks Estates Development Project

Deadline: Thursday, December 8, 2011 at 3:00 PM California Time

The Office of the City Administrative Officer (CAO) requests bids for an economist or team of economists to perform an Economic and Fiscal Impact Analysis (Analysis) for the proposed annexation of the property known as Hidden Creeks Estates (Project). The property is currently located in an unincorporated part of Los Angeles County. If the annexation is approved by the City Council and the Los Angeles Local Agency Formation Commission (LAFCO), the property would then be located in the City of Los Angeles.

The Project comprises 285 acres of undeveloped land currently located in the County of Los Angeles contiguous to the City and next to the Chatsworth and Porter Ranch neighborhoods. The property is north of the I-118 Freeway and east of De Soto Avenue. The applicant for the Project, Forestar Real Estate Group (Applicant), has filed for various discretionary approvals with the City, including 188 single family residences, 25 of which will be dedicated for equestrian purposes. A privately-owned equine keeping facility will be available for public boarding. Access to the Project will be via a continuation of the existing Mason Avenue, with portions of Mason Avenue being privately owned and maintained while other portions would be owned and maintained by the City.

The Applicant intends to donate 18 acres to the City for a public park and will pay for improvements for sports fields, basketball courts, walking trails and a community center. The public park and facilities will be maintained by the City. The Analysis should include the economic and fiscal impacts of the addition of the 18-acre park. In addition, the Applicant proposes to dedicate between 114 and 119 acres of the project to permanently restricted open space, hiking and equestrian trails. At this point in time, it is not certain if the maintenance of the open space and trails will be provided by the City or the Project's Home Owner's Association. Therefore, the Analysis should include the cost if the City agrees to maintain the open space and trails.

In 2000, the City of Los Angeles created the Boundary Adjustment Board (Board) whose purpose is to make recommendations to the City Council relative to proposed

adjustments to the City boundary. The Board is chaired by the CAO, and the voting members include the Chief Legislative Analyst, the Director of Planning and any Councilmembers whose districts would be affected by the proposed adjustment.

The purpose of the requested Analysis is to provide information to the Board and to the City Council to enable the City to make an informed determination regarding the proposed Hidden Creeks annexation. The report from the Board with an evaluation of the Analysis and recommendations about the Project will be presented along with the application paperwork, the Environmental Impact Report (EIR) and other entitlement documents to the City Planning Commission (CPC) for review and approval. After the CPC considers the Project, the Council will evaluate the proposal, including the economic impacts described in the Analysis. The Council's decision and the supporting documentation will be forwarded to LAFCO, which will make the final determination regarding the boundary adjustment.

Please provide the following information within 5 pages, single spaced, 12-point font, 1-inch margins:

1. Your firm's experience highlighting:
  - Preparation of Fiscal and Economic Impact Studies for municipal annexations within the last five years.
  - Presentations of your findings to elected officials and dissemination of public information for review and comment.
  - Ability to produce Fiscal and Economic Impact Studies with transparency and independence, especially regarding the Hidden Creeks Project stakeholders.
2. Description of what the reports or deliverables will include.
3. Fixed fee, staff and schedule. The proposal should include brief resumes of the staff who will be involved and their hourly rates. The final price and schedule for the Analysis will be negotiated by the City with the selected firm or firms prior to the execution of an agreement.
4. Description of the data to be collected, proposed methods of analysis and how the data will be reported.
5. Resources required from the City.
6. A statement regarding your firm's relationship to Forestar Real Estate Group and its subsidiaries or subcontractors, including contracts with any of these businesses for the last five years. Firms currently doing business with the Applicant or who have an ongoing relationship or investments with the Applicant are not eligible for this project, due to potential conflicts of interest.
7. Cover letter of transmittal signed by an officer or other person empowered to commit the proposer to the terms and conditions of the proposal.

When responding to the bid, and as part of your final report, your firm should review available documents related to the Hidden Creeks project including, but not limited to, the following legislation and reports:

- Council Motion 11-1056 (attached to this Request for Bids)
- Hidden Creeks Estates Executive Summary prepared by Forestar Real Estate Group, Inc. (attached to this Request for Bids)
- Economic Stimulus Report – Hidden Creeks prepared by DPFPG (attached to this Request for Bids)
- City Budget Documents for 2010-11 located on the City’s website at: <http://mayor.lacity.org/Issues/BalancedBudget/BudgetArchive/index.htm>

Factors to be incorporated in the Analysis of the proposed Project should include, but are not limited to, the areas in the list below. Your firm should add appropriate items based on your experience and what you believe will provide the best information to the City:

- Quantification of fees and taxes (property taxes, sales tax, utility user tax) and other direct, indirect and induced revenues.
- Quantification of costs to the City, including but not limited to, Police, Fire, Recreation and Parks, Street Lighting, Sanitation, and Water and Power.
- Impact to the City 1) at the time of the annexation when the property is still undeveloped; 2) on an annual basis until the Project is built out and occupied; and 3) on an ongoing basis after the Project is completed.
- Quantification of direct, indirect, temporary and permanent jobs to be created. The final reports or deliverables should discuss how the Project will impact job growth in the City of Los Angeles.
- Impact of potential legal issues due to delays in the project.
- Discussion of spillover effects between the City and the rest of Los Angeles County and how they will be managed.
- Economic impact and liabilities to the City in the event that the Project is built but is unable to operate as proposed, such as in the case of a major disaster.

The selected economist or team of economists will also be expected to present their reports and deliverables to City Council, Mayor and other City officials. Resources for this activity should be included in the bid.

The selected economist or team of economists will be required to comply with the City’s current Contractor Responsibility Ordinance and other City contracting requirements. In addition, the selected firm or firms will need to provide a copy of their Business Tax Registration Certificate (BTRC) from the City of Los Angeles Office of Finance.

Please note that the City does not pay for mileage, parking, travel, faxes, internal printing and copying or computer time, as these are part of the normal cost of doing business.

We will be choosing the economist or team of economists and reserve the right to make the selection with any configuration from the qualified list. The most qualified firm or firms will be chosen based on the proposal, the fixed fee submitted and the specific

information provided. Each responsive proposal will be evaluated for negotiation and selection by the CAO in accordance with established City criteria.

All information is due by Thursday, December 8, 2011 at 3:00 PM by e-mail. Please send your response to Madeleine Rackley and Trina Unzicker at [cao.oea@lacity.org](mailto:cao.oea@lacity.org). If you have any questions, please contact Madeleine Rackley at (213) 978-3724 or [Madeleine.Rackley@lacity.org](mailto:Madeleine.Rackley@lacity.org).

We look forward to hearing from you.

Attachments