



City of Austin

Recommendation for Action

File #: 25-1698, **Agenda Item #:** 18.

9/11/2025

Posting Language

Authorize two contracts for the Displacement Prevention Navigator Program for the Housing Department with El Buen Samaritano Episcopal and Cortez Consulting Services, Corp. d/b/a Cortez Consulting Services, each for an initial term of 15 months with one 2-year extension option in an amount not to exceed \$1,418,300, divided between the contractors. Funding: \$545,500 is available in Operating Budget of the Housing Department. Funding for the remaining contract term is contingent upon available funding in future budgets.

Lead Department

Financial Services Department.

Client Department(s)

Housing Department.

Fiscal Note

Funding in the amount of \$545,500 is available in the Fiscal Year 2025-2026 Operating Budget of the Housing Department.

Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

The Financial Services Department issued a Request for Proposals solicitation RFP 7200 NSB3000 for these services. The solicitation was issued on April 14, 2025, and closed on May 13, 2025. Of the 11 offers received, the recommended contractors submitted the best evaluated responsive offers. A complete solicitation package, including a log of offers received, is available for viewing on the City's website. This information can currently be found at

https://financeonline.austintexas.gov/afo/account_services/solicitation/solicitation_details.cfm?sid=142319.

MBE/WBE:

This contract will be awarded in accordance with City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program). For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established.

For More Information:

Direct questions regarding this Recommendation for Council Action to the Financial Services Department - Central Procurement at FSDCentralProcurementRCAs@austintexas.gov or 512-974-2500. Respondents to the solicitation and their Agents should direct all questions to the Authorized Contact Person identified in the solicitation.

Additional Backup Information:

The contracts are for the Housing Department's Displacement Prevention Navigator Program. The purpose of this program is for citizens who are vulnerable to housing displacement to learn about and receive housing related resources that will aid them in remaining in their homes. The contracts will provide case management

and outreach/engagement coordination services for at-risk citizens.

Due to incoming infrastructure investments and redevelopment initiatives such as Project Connect, a pilot program was conducted in 2023 that identified the following areas as being at risk for displacement due to rising property values:

- Colony Park
- Dove Springs
- Montopolis neighborhoods
- areas located within 1-mile of Project Connect

This is a new contract. Estimated household quantities for the above target areas have been determined by the Housing Department's Displacement Prevention Division.

An evaluation team with expertise in this area evaluated the offers and scored three vendors as the best to provide these services based on: Project Concept & Strategy/Solution, Offeror Experience, Personnel Qualifications, Price, Local Business Preference, and Small Business Preference.

If this contract is not approved, the Housing Department will not be able to begin the Displacement Prevention Navigator Program and thus delay the need of the anti-displacement services to at-risk households.

Contract Details:

Contract Term	Length of Term	Contract Authorization
Initial Term	15 months	\$545,500
Optional Extension 1	2 years	\$872,800
Total	3 years, 3 months	\$1,418,300

Note: Contract Authorization amounts are based on the City's estimated annual usage.