



March 6, 1979

TO: Allan H. Colman
 FROM: B. Sherman Coffman

We wish to make the following comments and suggestions prior to invitations for Request For Proposals being issued with regard to the East Palo Alto Tax Study.

First, with respect to the RFP, we wish to make the following suggestions and comments. The RFP should be amended to comply with the Board of Supervisors' Resolution No. 039431 of January 16, 1979 to delete the East Palo Alto Municipal Council's discretionary clause on page 3 to be sure that alternatives to incorporation are studied as well as the possibility of incorporation. We wish to underscore this point.

After further careful consideration I would strongly suggest that Task #3 be deleted. This particular task will be very time-consuming and will involve little more than "crystal-balling" by the consultant. I believe it will be very expensive and shed very little light on the situation. I believe that it is very difficult to project what impacts street improvements, up-grading housing stock, housing rehabilitation and the Dumbarton Bridge replacement will have on the community. Furthermore, as in the past, I have always strongly objected to attempting to forecast economic benefits to the community based upon the construction of highly speculative shopping centers, harbors and marinas, and other exotic types of capital improvements that are generally foreign to the East Palo Alto community. For these reasons I will have to strongly object to the inclusion of Task #3. Furthermore, I believe that Task #3 could better be accomplished within the framework of the community plan with staff persons from HCD, Planning Division, and the East Palo Alto staff performing the task as outlined.

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With respect to Task #5, I again wish to emphasize that a Community Services District, in my opinion, is not within the realm of possibilities and should receive very little attention by the consultant.

Regarding Task #7, I strongly recommend that alternative A be deleted. The law very clearly requires the approval of the property owner as well as the city before property can be detached from a municipal corporation. In this particular case, the landowner has recently re-emphasized his unwillingness to detach from Menlo Park. Again I think we will be wasting time and money that could better be used on other aspects of the study.

The attached list contains the names of consulting firms which we would suggest be given consideration for performing this study. We have tried to provide you with a wide range, from single individuals to large, well-organized firms qualified to do this particular type of work.

I wish to request that prior to any invitations being issued for RFP's, that the principals to this study be invited to meet and further discuss the elements of the RFP and have the opportunity to mutually agree upon the individuals or firms who will be invited to submit proposals. Because of the number of agencies which will be affected, I think it is important that we obtain as much agreement with respect to content and contractors in the beginning as possible.

We are very concerned about the costly delays which have taken place in recent months with respect to this study and we hope that this tax study can be completed as soon as possible so that the information and analysis contained therein can be used by our staff to expedite the East Palo Alto Sphere of Influence Study.

If we can provide you with any additional assistance, please do not hesitate to contact us immediately.



B. SHERMAN COFFMAN
Executive Officer

BSC/jb
Att.

SAN MATEO
MAR 10 1979

Allan H. Colman

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cc: Kenneth Goode, East Palo Alto Municipal Council
Michael Bedwell, City Manager, Menlo Park
Charles Lewis, Association of Bay Area Governments
Mark Nelson, Housing and Community Development
Maurice Dawson, Housing and Community Development
Leon Pirofalo, Planner, City of Menlo Park
Larry Tong, Planner, East Palo Alto
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