



Legislation Details (With Text)

File #: ID19-1333 **Version:** 1 **Name:**

Type: Action Item **Status:** Passed

File created: 3/6/2019 **In control:** City Council

On agenda: 4/4/2019 **Final action:** 4/4/2019

Title: Award a contract to De Novo Planning Group for the completion of an Environmental Impact Report and Infrastructure Financing Plan for the Specific Plan of the West Area in the amount of \$399,726 and authorize the Development and Resource Management Department Director to execute documents related to the contract.
(District 1, District 2, and District 3)

Sponsors: Planning and Development Department

Indexes:

Code sections:

Attachments: 1. De_Novo Proposal, 2. Map of Project Area, 3. De_Novo Agreement

Date	Ver.	Action By	Action	Result
4/4/2019	1	City Council	approved	
4/4/2019	1	City Council	approved	Pass

REPORT TO THE CITY COUNCIL

April 4, 2019

FROM: JENNIFER K. CLARK, AICP, Director
Development and Resource Management Department

BY: RODNEY L. HORTON, Planner III
Development and Resource Management Department

SUBJECT

Award a contract to De Novo Planning Group for the completion of an Environmental Impact Report and Infrastructure Financing Plan for the Specific Plan of the West Area in the amount of \$399,726 and authorize the Development and Resource Management Department Director to execute documents related to the contract.
(District 1, District 2, and District 3)

RECOMMENDATION

Staff recommends that the City Council:

1. **Award** a contract to De Novo Planning Group for the completion of an Environmental Impact

Report (EIR) and Infrastructure Financing Plan (IFP) for the Specific Plan of the West Area.

2. **Authorize** the Development and Resource Management Department Director, or designee, to execute documents related to the contract.

EXECUTIVE SUMMARY

City Council approval is requested to enter into an agreement with De Novo Planning Group for a professional consultant services agreement to prepare the EIR and IFP for the Specific Plan of the West Area.

BACKGROUND

The Specific Plan of the West Area began in late 2017 with the completion of an administrative draft of the existing conditions report. City Council established an eleven-member Steering Committee for the Plan Area. The Steering Committee has received public input and made land use recommendations that must be studied through an EIR under the California Environmental Quality Act (CEQA) Guidelines Section 15080. Successful completion of an EIR requires the services of an environmental consultant with all of the necessary technical experience and specialization. The selected firm will also perform an IFP which will determine estimated costs of development by land use through the buildout of the Specific Plan, develop financing strategies for public facilities and infrastructure needed to serve the existing population and future development, provide a summary of the fiscal impacts of existing and new development and recommend financial mitigation measures.

A Request for Proposals (RFP) was issued on December 14, 2018 with a proposal deadline of February 4, 2019. The RFP was posted on Planet Bids, noticed in the Business Journal, and distributed to the Purchasing Division's mailing lists, as well as a list of additional consultant firms provided by DARM.

Three proposals were received from the following consultant firms by the deadline:

1. Ascent Environmental	\$399,939
2. De Novo Planning Group	\$399,726
3. Stantec Consulting Services, Inc.	\$390,935

A selection committee consisting of 2 staff persons from DARM, 1 staff person from Public Works, and 1 staff person from the City of Clovis, evaluated the proposals. As outlined in the RFP, the following evaluation criteria were used for the written proposals and the interviews:

Firm Experience	10%
Project Team Experience	15%
Relevant Projects and References	10%
Project Understanding, Approach, and Scope of Services	25%
Schedule	15%
Cost	25%

All three project proposers were interviewed by the selection committee, and the final scoring resulted in the following ranking of the consultants based on 100 possible points:

1. **De Novo Planning Group**
2. Ascent Environment
3. Stantec Consulting Services, Inc.

ENVIRONMENTAL FINDINGS

Entering into a contract for consultant services is not a project as defined by the California Environmental Quality Act.

FISCAL IMPACT

The FY2019 Budget appropriated \$400,000 from the General Fund to complete the EIR and IFP.

Attachment:

1. De Novo Proposal
2. Map of Project Area
3. De Novo Agreement