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Title: Approve a Consultant Services Agreement between ANX and the City of Fresno for professional architectural project services related to the Cottage Homes Program, in the amount of \$156,625.

Sponsors: Planning and Development Department

Indexes:

Code sections:

Attachments: 1. Consultant Services Agreement

Date	Ver.	Action By	Action	Result
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REPORT TO THE CITY COUNCIL

April 22, 2021

FROM: JENNIFER K. CLARK, Director
Planning and Development Department

BY: SUMMER CECIL, Project Manager
Planning and Development Department

SUBJECT

Approve a Consultant Services Agreement between ANX and the City of Fresno for professional architectural project services related to the Cottage Homes Program, in the amount of \$156,625.

RECOMMENDATION

Staff recommends City Council authorize the Director of Planning and Development or designee to sign the Consultant Services Agreement between ANX and the City of Fresno for professional architectural project services related to the Cottage Homes Program in the amount of \$156,625.

EXECUTIVE SUMMARY

Following Council direction provided at the FY21 Budget Hearings, Staff proposes to utilize the professional architectural project services provided by ANX in the implementation of the City of Fresno's Cottage Home Program. The consultant's scope with focus on the designing of four construction-ready, pre-approved cottage home designs with three elevations. The firm will also

provide support for the associated marketing, staff training, and community education surrounding the new Cottage Homes Program.

BACKGROUND

As part of the FY21 Budget Hearings, \$50,000 of funding was allocated to the Planning and Development department to lay the groundwork for a cottage home program and to help pay for associated costs. As the need for housing continues to grow, cities have established Cottage Home Programs that assist qualifying property owners in the construction of accessory dwelling units on their property. In an effort to establish a Cottage Home Program for the City of Fresno, it was identified that one of the biggest hurdles to this type of development were the upfront construction drawing costs.

Additionally, in 2020, the Planning and Development department was awarded approximately \$115,000 of Local Early Action Planning (LEAP) grant funding related to the city's Accessory Dwelling Unit (ADU) ordinance and associated design and marketing.

In response, on December 16, the Planning and Development Department released a Request for Qualifications searching for qualified firms to assist in the architectural designs and marketing of the City's Program. Three responses were received from the following firms: Huber & Huber Architects, Precision Engineering, and ANX Architect. After review, it was determined that due to previous project experience and their understanding and approach to the scope tasks, ANX provided the best qualifications for this project and therefore, the best value to the City.

After approval of the agreement, ANX will begin the data collection and design process with staff immediately. It is anticipated that pre-approved construction drawings will be available for public use by early 2022.

ENVIRONMENTAL FINDINGS

By the definition provided in the California Environmental Quality Act (CEQA) Guidelines Section 15478, this item does not qualify as a "project" for the purposes of CEQA.

LOCAL PREFERENCE

Local preference was not implemented as this agreement is funded with state LEAP grant dollars.

FISCAL IMPACT

Funding for this contract will be paid with funding previously allocated to the Planning and Development department and funding provided by the LEAP grant dollars.

Attachment: Consultant Services Agreement