



Legislation Details (With Text)

File #: 19-1865 **Version:** 1

Type: Agenda Item **Status:** Approved

File created: 12/13/2019 **In control:** Board of Supervisors

On agenda: 1/28/2020 **Final action:** 1/28/2020

Title: Planning and Building Department, Planning Services Division, Long Range Planning Unit, recommending the Board:

1) Make findings that due to the limited timeframes, temporary or occasional nature, or schedule for the project or scope of work, the ongoing aggregate of work to be performed is not sufficient to warrant addition of permanent staff to assist the County with the 2021-2029 Housing Element Update of the General Plan in accordance with Section 3.13.030 - Procedure of Chapter 3.13 (Contracting out) of Title 3 (Revenue and Finance), in the County Code of Ordinances; and

2) Approve and authorize the Chair to sign Agreement 4511 with PlaceWorks in an amount not to exceed \$113,862 for a term of three years pending approval by County Counsel and Risk Management.

FUNDING: General Fund.

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - CRS 4511, 2. B - Agreement 4511, 3. Executed Agreement #4511

Date	Ver.	Action By	Action	Result
1/28/2020	1	Board of Supervisors	Approved	Pass

Planning and Building Department, Planning Services Division, Long Range Planning Unit, recommending the Board:

1) Make findings that due to the limited timeframes, temporary or occasional nature, or schedule for the project or scope of work, the ongoing aggregate of work to be performed is not sufficient to warrant addition of permanent staff to assist the County with the 2021-2029 Housing Element Update of the General Plan in accordance with Section 3.13.030 - Procedure of Chapter 3.13 (Contracting out) of Title 3 (Revenue and Finance), in the County Code of Ordinances; and

2) Approve and authorize the Chair to sign Agreement 4511 with PlaceWorks in an amount not to exceed \$113,862 for a term of three years pending approval by County Counsel and Risk Management.

FUNDING: General Fund.

DISCUSSION / BACKGROUND

Since 1969, California has required that all local governments (cities and counties) adequately plan to meet the housing needs of everyone in the community. California's local governments meet this requirement by adopting housing plans as part of their "general plan" (also required by the state). General plans serve as the local government's "blueprint" for how the city and/or county will grow and develop and include seven elements: land use, transportation, conservation, noise, open space, safety, and housing. The law mandating that housing be included as an element of each jurisdiction's general plan is known as "housing-element law."

California's housing-element law acknowledges that, in order for the private market to adequately address the housing needs and demand of Californians, local governments must adopt plans and regulatory systems that provide opportunities for, and do not unduly constrain, housing development. As a result, housing policy in California rests largely on the effective implementation of local general plans and, in particular, local housing elements.

Staff is recommending the Board approve a three-year Agreement with PlaceWorks, for the provision of services required for the General Plan Housing Element Update for the planning period of 2021-2029 (the "Project"), in an amount not to exceed \$113,862. The scope of work includes, but is not limited to, analysis of housing needs, housing constraints, housing resources and opportunities, regulatory requirements, community outreach, environmental review, and consultation with the California Department of Housing and Community Development to achieve certification of the Housing Element.

On March 19, 2019, The Board received a presentation from the Sacramento Area Council of Governments (SACOG) representative, Greg Chew, and Paul McDougall, Policy Manager, Division of Housing Policy Development at the California Housing and Community Development Department, regarding the upcoming methodology process for the 2021-2029 Regional Housing Needs Assessment for the 2021-2029 Housing Element Update of the General Plan.

Consistent with state law (Government Code Section 65584), SACOG prepares and adopts a Regional Housing Needs Plan (RHNP) for each Housing Element update cycle. The 2021-2029 RHNP will allocate, by jurisdiction, the "fair share" of the region's projected housing needs by household income group through 2029. The RHNP also identifies and quantifies existing housing needs for each jurisdiction, including unincorporated El Dorado County.

Housing-element law requires local governments to adequately plan to meet their existing and projected housing needs, including their share of the regional housing needs allocation established by the RHNP.

Consultant Selection

In September, 2019, the Planning and Building Department, Long Range Planning Unit, completed an informal Request for Proposals to qualified firms selected using the list established by the Request for Qualifications (RFQ) #17-918-020 for Community Development Services. The RFP process was conducted in accordance with County Procurement Policy C-17.

Two proposals were received and a panel evaluated and ranked the proposals based on the thoroughness, clarity, and quality of the material presented with emphasis on: experience with Housing Element updates, experience with public outreach/working with community groups, experience with determining California Environmental Quality Act (CEQA) requirements and preparing CEQA documents. The Planning and Building Department selected PlaceWorks as the most qualified firm.

This project is of short duration and does not require long term staffing. In addition, the County does not have the necessary staffing resources with the specific qualifications at the present time to update the County's Housing Element, including environmental analysis, without the services of a consultant.

ALTERNATIVES

The Board could direct staff not to proceed with the Agreement for services to prepare the General Plan Housing Element Update for the 2021 to 2029 planning period, which could delay the Project beyond the statutory deadline of May 2021.

PRIOR BOARD ACTION

On September 18, 2018, the Board adopted Resolution of Intention 193-2018 to amend the County General Plan by updating the Housing Element in 2021 as required by State law (see Board Agenda 9/18/18 Minutes, Item No.20, Legistar File No. 18-1146).

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Chief Administrative Office, Procurement and Contracts, County Counsel and Risk Management

CAO RECOMMENDATION / COMMENTS

It is recommended that the Board approve this item.

FINANCIAL IMPACT

The Housing Element update is state-mandated and efforts will span several years. The Planning and Building Department has budgeted \$40,000 for FY 2019-20, and additional appropriations will be included in the Department's budget request for the next two fiscal years.

CLERK OF THE BOARD FOLLOW UP ACTIONS

- 1) The Clerk of the Board to obtain the Chair's signature on two (2) originals for Agreement No. 4511 with PlaceWorks; and
- 2) The Clerk of the Board to return one (1) fully executed Original of the Agreement to the Chief Administrative Office, Procurement and Contracts Division for further processing.

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

Tiffany Schmid, Director
Planning and Building Department