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Title: Planning and Building Department, Planning Division and Economic Development Division, recommending the Board approve and authorize the Planning and Building Director to sign Termination Agreement for Agreement for Services 3687 with the De Novo Planning Group.

FUNDING: General Fund and Building Homes and Jobs Act (SB 2) Funding (State).

Sponsors:

Indexes:

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Attachments:

Date	Ver.	Action By	Action	Result
9/1/2020	1	Board of Supervisors	Approved	Pass

Planning and Building Department, Planning Division and Economic Development Division, recommending the Board approve and authorize the Planning and Building Director to sign Termination Agreement for Agreement for Services 3687 with the De Novo Planning Group.

FUNDING: General Fund and Building Homes and Jobs Act (SB 2) Funding (State).

DISCUSSION / BACKGROUND

On July 12, 2019, the County executed a three-year Agreement for Services #3687 with De Novo Planning Group for land use planning services to create custom commercial and multi-family residential design standards for the Shingle Springs Community Region (Component 1), and to develop commercial and multi-family residential design standards for the other Community Regions (Cameron Park, Diamond Springs/El Dorado, and El Dorado Hills). The total amount of this Agreement shall not exceed \$249,850, inclusive of all costs and expenses.

In July 2020, the Contract Administrator and the De Novo Planning Group reached a mutual decision that it was in the best interest of both parties to terminate said Agreement.

ALTERNATIVES

The Board could direct staff not to terminate Agreement for Services #3687 and to continue with the scope of work specified in this Agreement with the De Novo Planning Group.

PRIOR BOARD ACTION

December 5, 2017, the Board directed staff to develop a proposed scope of work to create custom design guidelines/standards (for commercial/multi-family residential development) in the communities identified in General Plan Policy 2.1.1.1 with Shingle Springs as the lead prototype. (Board Agenda 12/5/2017, Item No. 36, Legistar File No. 13-0561). On July 17, 2018, the Board directed staff to proceed with issuance of a Request for Proposals (RFP). (Board Agenda 7/17/2018, Item No. 20, Legistar File No. 18-0984). On December 4, 2018, the Board awarded RFP 19-918-013 to De Novo

Planning Group, authorized the Planning and Building Department to negotiate a three year Agreement with De Novo Planning Group, and authorized the Purchasing Agent to execute said Agreement. (Board Agenda 12/4/2018, Item No. 19, Legistar File No. 18-1834).

OTHER DEPARTMENT / AGENCY INVOLVEMENT

County Counsel, Chief Administrative Office, Procurement and Contracts

CAO RECOMMENDATION / COMMENTS

Approve as recommended.

FINANCIAL IMPACT

The original contract not-to-exceed amount was \$249,850, with half designated in the Long Range Planning budget (General Fund), and half designated in the Economic Development budget (Transient Occupancy Tax).

The final settlement invoice is in the amount of \$36,607 (Exhibit A to the Termination Agreement) and shall be paid to the De Novo Planning Group within 30 days of execution of the Termination Agreement. Upon payment of the final settlement invoice, De Novo Planning Group will have been paid a total of \$49,888. The total not-to-exceed amount of Agreement #3687 was \$249,850. Therefore, \$199,962 will be remaining to be applied to another contract to continue this community planning effort.

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT

Good Governance. Staff is making the recommendation to terminate Agreement for Services #3687 based on a complete assessment of the best available information, with the goal of reaching a well informed decision.

CONTACT

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Planning and Building Department