



Legislation Text

File #: 21-446, **Version:** 1

RESOLUTION of the City of San Leandro City Council to Approve and Authorize the City Manager to Execute a Consulting Services Agreement with Rincon Consultants, Inc. to Prepare the 2023-2031 (Sixth Cycle) Housing Element Update, Related General Plan and Zoning Code Amendments, and Associated Environmental Impact Report; and to Appropriate \$300,000 in LEAP, \$47,400 in REAP, and \$152,600 in Planning Fee Funding for Said Agreement

WHEREAS, State law requires local agencies to adopt a Housing Element as part of the General Plan; and

WHEREAS, State law also requires a local agency to revise and update its Housing Element on a periodic basis and send those updates to the State Housing and Community Development Department (HCD) for review and certification; and

WHEREAS, the next update to San Leandro's Housing Element is due to HCD by January 2023; and

WHEREAS, complying with State law also requires preparation of amendments to the Zoning Code and General Plan, including a new Environmental Justice Element and updated Safety Element; and

WHEREAS, it is anticipated that California Environmental Quality Act (CEQA) documentation for the above amendments will consist of the production of an Environmental Impact Report (EIR); and

WHEREAS, in order to carry out this process and produce the updated Housing Element in a timely fashion, the City requires the assistance of professional consulting services; and

WHEREAS, on April 22, 2021 the City issued a Request for Proposals ("RFP") for professional services to prepare the Housing Element Update and EIR and distributed the RFP to qualified consultant firms, and Rincon Consultants, Inc. submitted a proposal in response to the RFP on the required submittal deadline of May 20, 2021; and

WHEREAS, in accordance with the California Government Code and other applicable laws, Community Development Department staff carefully reviewed the qualifications and proposal of Rincon Consultants, Inc. and determined they possess the necessary quality, fitness, capacity, experience and expertise to provide the services sought by the City; and

WHEREAS, Rincon Consultants, Inc. submitted a proposal to prepare the Housing Element, related amendments, and EIR for a fee not to exceed \$500,000; and

WHEREAS, the City applied for and received a non-competitive \$300,000 Local Early Action

Planning (LEAP) grant from HCD for preparation of the Housing Element and EIR; and

WHEREAS, the City applied for a non-competitive Regional Early Action Planning (REAP) grant from ABAG/MTC for \$47,400 for preparation of the Housing Element and EIR; and

WHEREAS, there are sufficient funds in the Long-Range Planning revenue account to off-set the balance needed to cover the remaining \$152,600; and

WHEREAS, an agreement between the City and Rincon Consultants, Inc., a copy of which is attached and incorporated herein, is presented to the City Council; and

WHEREAS, the City Council is familiar with the contents thereof; and

WHEREAS, the City Manager recommends approval of said agreement.

NOW, THEREFORE, the City of San Leandro City Council hereby RESOLVES as follows:

1. That the City Council hereby awards a consulting services agreement in an amount not to exceed \$500,000; and
2. The City Manager (or her designee) is hereby authorized and directed, on behalf of the City Council, to execute the attached consulting services agreement, in substantial form, on behalf of the City of San Leandro upon timely submission by Rincon Consultants, Inc. of the signed agreement; and
3. The City Manager (or her designee) is authorized to make all approvals and take all actions necessary or appropriate to carry out and implement the terms of the consulting services agreement and to administer the City of San Leandro's obligations, responsibilities and duties to be performed under the agreement.
4. The City Council authorizes the appropriation of \$300,000 into account 150-41-129-5120 for expenditures off-set by the City's Local Early Action Planning (LEAP) grant award;
5. The City Council authorizes the appropriation of \$47,400 into account 150-41-130-5120 for expenditures off-set by the City's Regional Early Action Planning (REAP) grant award;
6. The City Council authorizes the appropriation of \$152,600 from the General Fund undesignated fund balance into account 150-41-131-5120 to cover the amount needed for this contractual obligation and will be off-set by permit fees collected for the City's Long Range Planning Fee--account 010-3385.