

From: "Michael Diaz" <mdiaz@cityofmontclair.org>
Date: Aug 3, 2017 4:14 PM
Subject: FW: General Plan Update Proposal Questions
To: All RFP Recipients

City staff received a set of written questions asking for clarification on a few items contained in the RFP. To ensure that everyone gets the same information I have copied you all on the City's responses (in red) to the original inquiry. Hopefully, our responses are clear and helpful in completing your respective submittals. I

In addition, the City was made aware of recent State legislation that requires cities to address the topic of Environmental Justice (EJ) in General Plan updates adopted after January 1, 2018:

Government Code 65302 (h):

"An environmental justice element, or related goals, policies, and objectives integrated in other elements, that identifies disadvantaged communities within the area covered by the general plan of the city, county, or city and county, if the city, county, or city and county has a disadvantaged community. The environmental justice element, or related environmental justice goals, policies, and objectives integrated in other elements, shall do all of the following:

- (A) Identify objectives and policies to reduce the unique or compounded health risks in disadvantaged communities by means that include, but are not limited to, the reduction of pollution exposure, including the improvement of air quality, and the promotion of public facilities, food access, safe and sanitary homes, and physical activity.
- (B) Identify objectives and policies to promote civil engagement in the public decision making process.
- (C) Identify objectives and policies that prioritize improvements and programs that address the needs of disadvantaged communities."

The new Code also provides that a city "shall adopt or review the environmental justice element, or the environmental justice goals, policies, and objectives in other elements, **upon the adoption or next revision of two or more elements concurrently on or after January 1, 2018.**"

Rather than create a separate EJ Element, the City believes the most expeditious way to comply with state law is to integrate EJ goals and policies as needed into the other elements of GP as identified in the RFP. The City is requesting that proposals plan to incorporate environmental justice goals, policies, and objectives in other elements as necessary.

In order to allow sufficient time for each responder to analyze this request and/or adjust proposals, the City has extended the time frame to submit proposals to 5:00 p.m. on Thursday, September 14, 2017.

Please feel free to contact me with any further questions.

Michael Diaz | City Planner
City of Montclair
5111 Benito Street | Montclair, CA 91763
 [\(909\) 625-9432](tel:(909)625-9432) |  [\(909\) 626-3691](tel:(909)626-3691)
 mdiaz@cityofmontclair.org
M-Th. 7:00 am - 6:00 pm

From: [REDACTED]
Sent: Tuesday, August 01, 2017 5:23 PM
To: Michael Diaz
Cc: Marilyn Staats
Subject: General Plan Update Proposal Questions

Good afternoon Mr. Diaz,

On behalf of [REDACTED] we appreciate the opportunity to submit a proposal to prepare an update of the City's General Plan. [REDACTED] has a range of experience leading successful General Plan Update projects across California for cities facing similar opportunities and challenges to the City of Montclair. After review of the RFP, we would like to submit the following questions for your consideration and response:

1. RFP Section IX, Proposal Submission Format, indicates that the City is looking for respondents to address the points outlined in the Scope of Work and submit a proposal that includes an Introduction, Approach and Scope of Work, Schedule, Qualifications and Experience, References, Product Samples, and Fee Schedule. However, Section XII, Evaluation and Selection Process, indicates that the City will undertake a multi-step evaluation process – first reviewing the respondents' qualifications and capabilities and then inviting qualified firms to submit a comprehensive proposal. Could you please clarify whether or not the City is looking for proposals to include all components as outlined in Section IX, Proposal Submittal Format at this time, or if the City is only requesting teams to provide their Qualifications and Experience?

As part of the RFP Submittal the City is expecting full responses to the all of the items listed in the Scope of Work as listed above.

2. As described in RFP Section VI, Mandatory Contents of the General Plan Update, we understand that the City requests that a Climate Action Plan be prepared and incorporated into the Safety Element of the General Plan. Is it the City's desire to have a stand-alone CAP and/or is the City open to incorporating a climate strategy into the General Plan to address the topic in accordance with SB 379?

After further consideration we believe the best course of action would be to have the selected consultant prepare a standalone CAP document rather than one which is incorporated into the GP document. As a standalone document we have the ability to make future modifications to the document without the need to go through the more lengthy GP Amendment process. The GP document should reference the desired goals of CAP but direct future users to the details contained in the standalone CAP document.

3. Does the City wish to appoint and work with a General Plan Advisory Committee (GPAC) or some other advisory group for this project?

The City has not yet decided on whether to utilize a GPAC as part of the process. Consultants are requested to provide the City with additional options and/or successful strategies for effectively meeting public participation requirements associated with a GP Update effort.

4. Can you please clarify if the City wants a Master EIR for the General Plan Update as indicated on Page 1 of the RFP or a Program EIR (which is more typically prepared for General Plan Update projects).

The City has decided that the Program EIR approach is the preferred alternative to utilize for the GP Update rather than the Master EIR as specified in the RFP.