

RESOLUTION NO. RES-2021-055

RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH OPTICOS DESIGN, INC., BASED IN BERKELEY, CALIFORNIA, TO COMMENCE WORK ON A MISSING MIDDLE HOUSING INITIATIVE AND APPROPRIATING GRANT FUNDING FOR THIS PURPOSE

WHEREAS, on September 29, 2017, California State Senate Bill 2 (SB 2) was signed into law by Governor Jerry Brown, which took effect on January 1, 2018, as part of a 15-bill housing package that was aimed at addressing the State's housing shortage and high housing costs by establishing a permanent source of funding intended to increase the affordable housing stock in California; and

WHEREAS, in March 2019, the California Department of Housing and Community Development (HCD) issued a Notice of Funding Availability for its SB 2 Planning Grants Program (PGP); and

WHEREAS, on September 27, 2019, the Budget Act of 2019 was signed by Governor Gavin Newsom, which established the Regional Early Action Planning (REAP) Grants Program to provide grants to councils of governments for the preparation and adoption of planning documents to accelerate housing production; and

WHEREAS, on October 22, 2019, the Council by Resolution No. RES-2019-156 approved the filing of an HCD SB 2 PGP application to secure an amount of \$310,000; and

WHEREAS, in November 2019, the City submitted an HCD SB 2 PGP grant application for three projects that will result in accelerated housing production: An Historic Resource Evaluation of the Downtown Station Area (\$185,000); development of a Missing Middle Initiative (\$80,000); and evaluation of the existing Growth Management Ordinance and General Plan Element (\$45,000); and

WHEREAS, on April 24, 2020, HCD approved a grant in the amount of \$310,000 to the City of Santa Rosa for the three projects included with the PGP application. Planning staff have determined that internal capacity exists to complete the Growth Management Element and Ordinance evaluation, and that the \$45,000 could be allocated to allow for a more robust Missing Middle Housing Initiative; and

WHEREAS, on November 10, 2020, an RFP for consultant services for the Missing Middle Housing Initiative with a budget of \$85,000 was distributed to representatives of 12 consultant firms. The RFP was also promoted on the City's website. The deadline for responses was identified as December 10, 2020; and

WHEREAS, on December 10, 2020, Opticos Design, Inc. submitted a proposal totaling \$85,000 which addressed a number of vital initiative elements including an evaluation of existing conditions and opportunities; review of existing codes, policies, standards, and fees; a draft

document with recommended changes to zoning; guidance and focused participation in the public engagement process, and requisite environmental review; and

WHEREAS, on January 7, 2021, virtual interviews were held with Opticos Design, Inc. The interview panel consisted of two Design Review Board members and three City staff members. Opticos Design, Inc. was selected based on their qualifications, proposed scope, time schedule, and written and oral presentations.

WHEREAS, Opticos Design, Inc. proposed optional tasks to supplement the Initiative, which include a city-wide place types and building types analysis, additional zoning districts, and a financial feasibility analysis memo; and

WHEREAS, on January 8, 2021, Opticos Design, Inc. was notified by telephone of the City's intent to award a Professional Services Agreement to prepare a Missing Middle Housing Initiative, and additional information on optional tasks was requested; and

WHEREAS, on February 11, 2021, the City submitted a Letter of Interest to obtain \$53,310 of non-competitive REAP grant funding for the Missing Middle Housing Initiative from the Metropolitan Transportation Commission/Association of Bay Area Governments (MTC/ABAG). This funding is anticipated to be obtained by the City in Spring of 2021; and

WHEREAS, on March 12, 2021, Opticos Design, Inc. provided a revised scope of services and budget which includes the optional tasks; and

WHEREAS, the scope of services associated with the Professional Services Agreement will allow completion of the Missing Middle Housing Initiative in a 9-month period for the amount of one hundred seventy-two thousand eighty-seven dollars (\$172,087).

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Santa Rosa approves a Professional Services Agreement with Opticos Design, Inc. for a total of \$172,087 to prepare a Missing Middle Housing Initiative, in substantially the same form as Exhibit A to the resolution, subject to approval as to form by the City Attorney.

BE IT FURTHER RESOLVED that the Council authorizes the Chief Financial Officer to increase expenditure appropriations in JL Key 08055 - "Missing Middle" and increase revenue appropriations in fund 1100, General Fund, object 4421 State Grant (Not Fed pass through) by the amount of \$172,087, with the source of funds being California State Senate Bill 2 (SB 2) Planning Grants Program and Regional Early Action Planning Grants Program (REAP).

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BE IT FURTHER RESOLVED that the Council authorizes the Chief Financial Officer to pay all claims for services performed under this agreement from project JL Key 08055 - "Missing Middle."

IN COUNCIL DULY PASSED this 13th day of April, 2021.

AYES: (7) Mayor C. Rogers, Vice Mayor N. Rogers, Council Members Alvarez, Fleming, Sawyer, Schwedhelm, Tibbetts

NOES: (0)

ABSENT: (0)

ABSTAIN: (0)

ATTEST: _____ APPROVED: _____
City Clerk Mayor

APPROVED AS TO FORM: _____
City Attorney

Exhibit A – Professional Services Agreement with Opticos Design, Inc.