



QUESTIONS AND ANSWERS

REQUEST FOR PROPOSALS

Elk Grove Comprehensive Study of the Capital Facilities Fee Program and Completion of a Nexus Update RFP

Dated November 4, 2024

1. **Page 5 of the RFP states: "Written proposals shall be printed double sided, submitted on 8-1/2" x 11" recycled paper, with easy to read font size and style. Pages shall be numbered, tabbed, and bound (spiral / comb / three ring binder). Tabbed dividers should separate and identify the response items described below." However, on page 2 of the RFP it states that it is an electronic submittal and should be emailed. Can you confirm that this is in fact only an electronic submittal?**

Only an electronic submission is required.

2. **In the Scope of Work section of the RFP, it is mentioned the Consultant should assist the City with the cost estimation of facilities and improvements. Can the City clarify whether engineering level capital improvement plans and cost estimates for facilities needed to serve new development will be made available from the City for consultants to work with when calculating fees? Or is the City looking for a Consultant that can assess facility needs and provide construction plans and cost estimates like what an architect or engineer would typically do?**

The City will provide engineering level capital improvement plans and cost estimates for facilities needed to serve new development.

3. **Can the City provide a general sense of development trajectory at this time? Any plans/land designated for subdivisions or is development mostly infill and/or intensification of existing uses?**

Primarily, there are existing specific plan areas that include both residential subdivision development and commercial development. Additionally, there will be new specific plan areas created with those land use designations as well. There is also development in infill areas, but not as extensive as there is in the new plan area.

- 4. Regarding analysis of transit impact fees, does the City have a recent traffic model or master plan for applicability in the fee study? Will there be engineering support for estimating projects and project costs attributable to serve needs created by new development?**

The City does have a traffic model. The City will provide information estimating projects and project costs attributable to serve needs created by new development.

- 5. For the Scope of Work task titled “Meetings and Presentations”, how many of these meetings would the City prefer to be conducted with in-person attendance from the Consultant versus remote via Zoom or other platform?**

The kickoff meeting and all public meetings will require in-person attendance. All other meetings can be attended virtually.

- 6. For the Scope of Work task titled “Final Report & Presentation”, there is a bullet that references compliance with CEQA. Can the City clarify is the Consultant being asked to make specific detailed findings related to CEQA and the Study or is this a higher level requirement regarding recent changes to VMT related data in transit fees, etc.**

The nexus study should be drafted in a way to support that payment of the fee could constitute mitigation under CEQA. The City is not requesting the consultant to prepare the environmental analysis to cover City's adoption of the Capital Facilities Fee update.

- 7. Does the City have a budgetary range or amount for this project to share with vendors to help us tailor scope of work to available funding for this project?**

The release of this RFP is designed to ensure a fair and competitive price for the services provided. A specific budget amount has not been established at this time.