



Staff Report

TO: City Council
FROM: Christina Taylor, Community Development Director
DATE: October 20, 2020
SUBJECT: **Award of Contract to Lisa Wise Consulting for the Sixth Cycle Housing Element Update in an Amount not to Exceed \$209,995**

Background and Analysis:

The Housing Element Update will be the City's chief policy document on housing issues, including affordable housing for low and moderate-income families. A housing element provides the plan and programs that focus on conserving and improving existing affordable housing, providing adequate housing sites, assisting in the development of affordable housing, removing constraints to housing development, and promoting equal housing opportunities.

To ensure that cities do not overlook their local responsibilities to provide housing opportunities for all income levels, each city is assigned a "fair share" number of housing units that needs to be accommodated in the next housing cycle. Section 65588 of the California Government Code dictates that local government agencies within the Southern California Association of Governments (SCAG) regional jurisdiction are to file their adopted updated housing element with the State by October 2021. The City of Beaumont, as well as the balance of all SCAG jurisdictions, received their Regional Housing Needs Assessment (RHNA) allocations earlier this year. For the sixth RHNA Cycle the City's allocation is 4,201. The City of Beaumont's previous cycle RHNA allocation was 5,250 homes.

The current 2014-2021 Beaumont Housing Element was adopted by City Council in December 2013, and was certified by the State of California. On August 27, 2020, City staff released a request for proposals (RFP) for professional services for the 2021-2029 Housing Element Update. The proposal is included as Attachment A to the staff report and outlines the services and materials requested with the update.

In response to the RFP, staff received one proposal. The proposal from Lisa Wise Consulting (LWC) provided responses to the required and optional items staff requested in the RFP. After refining the scope of work, the following items are included in the Housing Element Update:

- Task A: Project Schedule and Management,
- Task B: Existing Conditions and Needs,
- Task C: Site Inventory Assessment,
- Task D: Assessment of Housing Needs,
- Task E: Preparation of Draft Housing Element,
- Task F: General Plan Amendment,
- Task G: Environmental Documents,
- Task H: Final Project Deliverables,
- Task I: ADU Ordinance,
- Task J: Community Meetings, and
- Task K: Zoning Code Amendments.

The detailed scope of work is included in Attachment B of the staff report.

LWC is familiar with the City, having worked on the zoning consistency analysis and fiscal model for the City's General Plan Update. They have demonstrated in past work for the City that they are responsive and knowledgeable. LWC's prior work on the General Plan Update provides a foundational knowledge of the City. LWC's familiarity with the State Department of Housing and Community Development needs and processes will prove valuable in assisting the City with obtaining a compliant housing element.

The proposed cost for the City's Housing Element Update from LWC is in the amount of \$209,995. The detailed cost proposal can be found in Attachment C of the staff report. The cost for these services will be paid through reimbursable grant funds secured by the Planning Department. The Housing Element Update will be completed by the State deadline of October 2021.

Fiscal Impact:

Reimbursable grant funds up to \$210,000 will be used to pay for the Housing Element Update.

Recommended Action:

Award a Professional Services Contract with Lisa Wise Consulting for the Sixth Cycle Housing Element Update in an amount not to exceed \$209,995 and authorize the Mayor to execute the agreement on behalf of the City of Beaumont.

Attachments:

- A. Request for Proposal
- B. Lisa Wise Consulting Scope of Work
- C. Lisa Wise Consulting Cost Proposal
- D. Professional Services Agreement