

Capitola Housing Element Update
Fee Schedule
 Revised May 4, 2022

RRM	DIANE BATHGATE	RRM	BRADY WOODS	RRM	BRET STINSON	RRM	MATT OTTOSON	RRM	SUPPORT STAFF	RRM	SCOTT MARTIN	VERONICA TAM + ASSOCIATES	MORSE PLANNING GROUP
	Principal-In-Charge		Project Manager		Senior Planner		Senior Planner		Planner		Architect	Housing Element Strategist	Environmental Consultant
	230 \$ per hour		175 \$ per hour		150 \$ per hour		170 \$ per hour		105 \$ per hour		220 \$ per hour	lump sum per task	lump sum per task
2	\$460	4	\$700	2	\$300	2	\$340	0	\$0	0	\$0	\$0	\$0
2	\$460	4	\$700	0	\$0	0	\$0	0	\$0	0	\$0	\$0	\$0
20	\$4,600	60	\$10,500	0	\$0	0	\$0	0	\$0	0	\$0	\$5,000	\$0

Task 1: PROJECT ADMINISTRATION		FEE TYPE	
Project Kickoff	T&M NTE	\$	1,800
Project Schedule	T&M NTE	\$	1,160
Project Management	T&M NTE	\$	20,100
Task 1 Value:		\$	23,060

Task 2: HOUSING ELEMENT UPDATE COMPONENTS		FEE TYPE	
Review of Existing Conditions and Needs	T&M NTE	\$	5,420
Public Outreach	T&M NTE	\$	21,000
Housing Assessment and Needs Analysis	T&M NTE	\$	7,080
Housing Resources and Opportunities	T&M NTE	\$	8,900
Housing Production Constraints Analysis	T&M NTE	\$	9,780
Housing Sites Inventory	T&M NTE	\$	16,080
Affirmatively Furthering Fair Housing Analysis	T&M NTE	\$	12,500
Implementation Program	T&M NTE	\$	3,720
General Plan Amendment	T&M NTE	\$	4,920
Task 2 Value:		\$	89,400

4	\$920	24	\$4,200	2	\$300	0	\$0	0	\$0	0	\$0	\$0	\$0
24	\$5,520	40	\$7,000	16	\$2,400	16	\$2,720	32	\$3,360	0	\$0	\$0	\$0
4	\$920	16	\$2,800	0	\$0	0	\$0	32	\$3,360	0	\$0	\$0	\$0
4	\$920	36	\$6,300	0	\$0	0	\$0	16	\$1,680	0	\$0	\$0	\$0
4	\$920	36	\$6,300	0	\$0	0	\$0	16	\$1,680	4	\$880	\$0	\$0
8	\$1,840	16	\$2,800	32	\$4,800	8	\$1,360	0	\$0	24	\$5,280	\$0	\$0
4	\$920	48	\$8,400	0	\$0	0	\$0	16	\$1,680	0	\$0	\$1,500	\$0
4	\$920	16	\$2,800	0	\$0	0	\$0	0	\$0	0	\$0	\$0	\$0
8	\$1,840	8	\$1,400	0	\$0	0	\$0	16	\$1,680	0	\$0	\$0	\$0

Task 3: HOUSING ELEMENT UPDATE REVIEW AND HCD COORDINATION		FEE TYPE	
Screencheck Draft and Public Review Draft	T&M NTE	\$	14,560
HCD Coordination	T&M NTE	\$	12,460
Final Housing Element	T&M NTE	\$	6,240
Public Hearings	T&M NTE	\$	16,040
Task 3 Value:		\$	49,300

8	\$1,840	40	\$7,000	0	\$0	4	\$680	48	\$5,040	0	\$0	\$0	\$0
16	\$3,680	32	\$5,600	0	\$0	0	\$0	16	\$1,680	0	\$0	\$1,500	\$0
4	\$920	16	\$2,800	0	\$0	0	\$0	24	\$2,520	0	\$0	\$0	\$0
32	\$7,360	40	\$7,000	0	\$0	0	\$0	16	\$1,680	0	\$0	\$0	\$0

Task 4: ENVIRONMENTAL ANALYSIS		FEE TYPE	
Environmental Noticing and Outreach	T&M NTE	\$	1,800
Draft Environmental Analysis	T&M NTE	\$	12,000
Final Environmental Analysis and Adoption	T&M NTE	\$	1,800
Meetings and Public Hearings	T&M NTE	\$	4,200
Task 4 Value:		\$	19,800

0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	\$0	\$1,800
0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	\$0	\$12,000
0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	\$0	\$1,800
0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	\$0	\$4,200

Subtotal	\$	181,560
Reimbursable Expenses	\$	2,000
Estimated Project Total	\$	183,560

Fee Footnotes

Estimated fees for tasks shown as "Time and Materials - Not to Exceed" (T&M/NTE) are provided for informational purposes only. Amounts billed for these tasks, which will reflect actual hours, will not be exceeded without prior approval by the client.

Reimbursable Expenses

Incidental expenses incurred by RRM Design Group or any subconsultant it may hire to perform services for this project are reimbursed by the client at actual cost plus 10% to cover its overhead and administrative expenses.

Adjustment to Hourly Billing Rates

RRM reserves the right to adjust hourly rates on an annual basis.