



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of January 22, 2024

Title/Subject

Resolution 2306 Planning Services Contract

Summary and Background

This resolution awards a contract for planning services to Winterbrook Planning of Portland, Oregon. The contract and scope of work are to assist the city in potential expansion of the southern urban growth boundary. The contract amount is for \$233,000 and is expected to last through the middle of 2025.

The city recently completed an industrial lands analysis which was presented to the city council in February of 2023. This analysis demonstrated that the city has a healthy supply of industrial land but lacks an adequate supply of parcels that are at least 100 acres and able to accommodate heavy industry and tech sector industries. The analysis recommended that the city consider expansion of the UGB to add additional employment land to replace recently purchased and/or developed parcels in the south Hermiston area. Specifically, Amazon Data Services has purchased and is developing approximately 250 acres of land which has reduced the city's large tract inventory. The contract for planning services assists the city in implementing these recommendations and potentially adding new land to the UGB on the south side of Feedville Road.

Based upon state and municipal rules for professional services contracting this proposal was not subject to a traditional bidding process as the city council usually sees in public works contracting. Rather, this proposal went through a Request for Qualification process advertised by direct solicitation to potential planning consultants and within the Oregon chapter of the American Planning Association's consultant employment service. The city advertised a request in September of 2023 and received two responses. One response was from Winterbrook Planning of Portland and one response was from 3J Consulting of Beaverton. After reviewing the proposals and interviewing each consultant, Winterbrook was chosen to assist the city and work began on developing the scope of work and contract in November. Professional services also differ from public works contracting in that a consultant does not submit a bid and cost of services. In professional service contracts the consultant will submit their qualifications and a proposal to complete the project and then develop a scope of work, contract, and budget after being selected. This is why the city council does not have two competing dollar figures to complete the work as is usually seen in these reports.

The contract now comes before the city council for approval.

Tie-In to Council Goals

Expansion of the UGB to add additional industrial land to the city is a council goal as is general economic development. These items fall under “Workforce Development: Attract Industry & Jobs.”

Fiscal Information

The proposed contract is for \$233,000 for planning services between now and July 1, 2025. The city will be reimbursed for this expenditure through an existing Memorandum of Understanding for planning services.

Alternatives and Recommendation

Alternatives

1. Approve Resolution 2306
2. Reject Resolution 2306
3. Table

Recommended Action/Motion

Motion to approve Resolution 2306

Submitted By:

Clinton Spencer, Planning Director