

San Juan County Planning Services

Cost Proposal

February 15, 2024

Dear Mack,

We appreciate your invitation to provide a cost proposal for the San Juan County Land-use Ordinance Planning & public outreach. As you know, our office has extensive experience working with communities throughout Utah, in a variety of planning and design capacities. We care about the communities and culture of Utah and are excited to assist wherever productive. Below is a narrative cost proposal and the corresponding breakdown of the proposal grand total.

Task 0: Project Management

We anticipate that the services requested will require approximately 2-3 months to complete. Within that time, we anticipate that four meetings will sufficiently allow Arcadis and San Juan County to coordinate necessary issues as they arise.

Task 0 Deliverables: Project Management Plan, up to four meetings

Task 1: Context Understanding

The subtotal of this task accounts for a thorough review of the current ordinance, to understand the context in which code amendments and new language may fit, and to bring the subdivision code to conform the new State Law requirements.

Task 1 Deliverables: Memorandum summarizing findings and discoveries

Task 2: Community Engagement

We anticipate that this task will require the largest amount of fee. We propose that fee be allotted to develop and facilitate an online engagement tool, including an online survey, interactive mapping tool (maptionnaire), and social media activity. These tools will all be made accessible via an online engagement platform (The Foyer). In addition to these online tools, we propose that fee be allowed for up to four (4) town hall meetings and/or workshops, one of which will involve the County Commission prior to initiating the approval process.

Task 2 Deliverables: Online engagement tool (The Foyer), up to four town hall meetings, Summary of engagement findings

Tasks 3 – 4: Ordinance, and Zoning Map Development & Production

Fee associated with these tasks will largely be used to develop draft ordinance language and develop a GIS database. We propose that fee be allotted for several rounds of review and refinement with San Juan County and its legal counsel. In addition to the development of content, fee has been allotted for the final production of any public-facing documents.

Task 3-4 Deliverables: Final ordinance language, GIS database, zoning map

Task 5: Adoption

We anticipate that this task will require a small amount of fee to present materials to both the San Juan County Planning Commission and County Commission.

Task 5 Deliverables: One meeting with San Juan County Commission

To complete these services, we propose that a **total fee of \$41,250**. This total also accounts for the cost of traveling to San Juan County four times, to facilitate in-person events. We appreciate the invitation to provide this information and look forward to working with San Juan County.



Ray Whitchurch, PLA
Arcadis - Principal
email: ray.whitchurch@arcadis.com



Liz Blackner, AIA, LEED, AP, PMP
Arcadis - Principal
email: elizabeth.blackner@arcadis.com

Cost Proposal

Task 0: Project Management

Project Initiation

Workgroup Meetings (up to 4)

Management & Correspondence

Subtotal	\$4,000
-----------------	----------------

Task 1: Context Understanding

Current Ordinance Review

Applicable Legislation Review

Subtotal	\$3,750
-----------------	----------------

Task 2: Community Engagement

Website Development (The Foyer)

Town Hall Meetings (x4 In-Person)

Subtotal	\$7,000
-----------------	----------------

Task 3: Draft Ordinance & Zoning Map

Ordinance Draft Language Development

GIS Database Development

Zoning Map Development

Subtotal	\$11,250
-----------------	-----------------

Task 4: Review & Final Production

Review Iterations (up to 2)

Final Production

Subtotal	\$5,500
-----------------	----------------

Task 5: Adoption

County Commission (x1 In-Person)

Subtotal	\$1,000
-----------------	----------------

Travel Expenses (x4 Trips to San Juan County)	\$8,750
---	---------

Grand Total	\$41,250
--------------------	-----------------

Name of Employee	Hourly Rate
Ray Whitchurch: Project Director & Principal-in-Charge	\$238
Jordan Swain: Project Manager	\$126
Tess Tanner: Community Engagement & GIS Analyst	\$84
Jonathan Young: Visual Production	\$84

About Arcadis

Arcadis is the world's leading company delivering sustainable design, engineering, digital and consultancy solutions for natural and built assets. We are more than 36,000 architects, data analysts, designers, engineers, project planners, water management and sustainability experts, all driven by our passion for improving quality of life.

We exist to find solutions to today's most pressing challenges, from the impact of climate change to increasing urbanization and digital transformation – all with the goal of improving quality of life for people around the world. You can see this in the work we do for our clients, the opportunities we create for our people, and in our efforts to enhance the communities in which we live and work. We bring together world-class resources and the latest innovative technologies to help define the cities and experiences of tomorrow.

This has been our mission since 1888, when we were founded to transform unusable wetlands in the Netherlands into prosperous land for people to farm. And it continues today.

www.arcadis.com

Contact us



Ray Whitchurch

SLC Placemaking Studio Manager

E ray.whitchurch@arcadis.com

T 801-556-0053



Jordan Swain

Project Manager

E jordan.swain@arcadis.com

T 801-520-6547