
SOURCE: COMMUNITY DEVELOPMENT DEPARTMENT - PLANNING

COMMENT: On October 15, 2002, staff received three proposals from consultants for the required updates to the General Plan Housing Element, the Analysis of Impediments to Fair Housing Choice (AI), and the Redevelopment Implementation Plan. Since all three of the required plans are interrelated to some degree and are all based on substantially the same community data, staff’s Request for Proposals expressed the desire to coordinate the update of these three plans. The last update to the Housing Element was completed in 1992. The City is currently required to complete an update and have it certified by the State Department of Housing and Community Development (HCD) by December 2003. This update will explore options to identify and address housing needs in Porterville, within the framework of State law. Without a certified Housing Element, the City will be ineligible for State or federal funds for housing assistance.

The first AI was adopted in 1996 and is currently due for an update to the U.S. Department of Housing and Urban Development (HUD). The AI is a review of impediments to fair housing choice in the public and private sectors. It involves a comprehensive review of the City’s laws, regulations, administrative policies, procedures and practices.

Even though the last Five Year Redevelopment Implementation Plan was adopted in 1999, it is the City and Agency’s desire to adopt the new five year plan in conjunction with the Housing Element update so that the documents are consistent throughout. The Implementation Plan must contain specific goals and objectives for the project area, specific programs and estimated expenditures, and an explanation of how the goals, objectives, programs, and expenditures will eliminate blight within the project area and implement the low and moderate income housing set-aside and housing production requirements of State law.

D.D. Appropriated/Funded C.M. Item No. 6
Funding for the updates will be from the General Fund, Redevelopment Funds, and Community Development Block Grant Funds. Costs associated with the state mandated Housing Element are to be reimbursed from the State. The development of these plans over the next year will require a fairly extensive public participation process and several public hearings. A targeted housing conditions survey is also a required element of the updates.

Two firms accepted the invitation for an oral interview. State law requires professional qualifications, not cost, be considered when ranking professional services contracts. The proposals and their ranking are as follows:

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<th>Ranking</th>
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| 1.      | Cotton/Bridges/Associates  
          | A Division of P&D Consultants  
          | Pasadena, CA |
| 2.      | Quad Knopf  
          | Visalia, CA |

RECOMMENDATION: That the City Council:


2. Authorize staff to negotiate a contract with the second ranked firm, Quad Knopf, if staff is unable to negotiate an acceptable contract with Cotton/Bridges/Associates;

3. Authorize the Mayor to sign all contract documents; and

4. Authorize staff to make payments up to 100% upon satisfactory completion of the work.