

## STAFF REPORT

**DATE:** January 7, 2025

**TO:** City Council

**FROM:** Sherri Metzker, Director, Community Development  
Dara Dungworth, Principal Planner

**SUBJECT:** 2025 General Plan Update  
Raimi + Associates Contract Approval

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### **Recommendation**

Staff recommends the City Council approve the attached resolution authorizing the City Manager to enter into a professional services agreement contract with Raimi+Associates, Inc. for the preparation of the 2025 General Plan Update.

### **Summary**

City Council has directed staff to begin an update to the current City of Davis General Plan. Per that directive, the attached resolution would authorize the City Manager to enter into a contract with Raimi+ Associates to manage the preparation of an update to the General Plan.

While the current General Plan has served the city well over the last 2 plus decades, it is time for an update. The City will not be starting from scratch but instead, will be using the existing 2001 General Plan as a basis for beginning the update process. Many policies are applicable today and simply need adjustments to make them more applicable going into the future. To achieve this effort, the City will make use of its extensive commission system to identify and lead the community stakeholders in community engagement and to review and craft new policy language. The City's commissions will also serve as the city's ambassadors for outreach and engagement to ensure a deep level of community involvement in the update process. Raimi is well-positioned to guide and coordinate these efforts.

In addition to the six individual commissions participating directly in the update per prior Council direction, it is also suggested that the City Council appoint a General Plan Committee (GPC). The GPC will be made up of two representatives from each of the six commissions, including the Planning Commission. The exact timing for meetings and the membership of the GPC has yet to be determined, but it can be said that the GPC will convene at key intervals (likely on a roughly quarterly basis) in the process to serve as a check point at key milestones. They will also serve as a conduit to the City Council at various times in the process, possibly through joint meetings as needed.

The Housing Element was recently certified and therefore will not be updated as a part of this process. However, a cross reference and summary of the element and its Housing and Affordable Housing policies will be provided. It will also note that the Housing Element is required to be updated on a more frequent and separate schedule

than the rest of the General Plan as per state law, but its policies must integrate with the new policies to be developed. The end product will include a final version of the Housing Element cross reference so that readers of the finished General Plan document will understand how it integrates with the balance of the plan. A key area where the General Plan Update will require considerable attention and focus is on the anticipated housing growth needs, and commensurate land use needs, over the life of the General Plan beyond the current Housing Element. This will require anticipation of what the Davis RHNA (Regional Housing Needs Allocation) will be over the next few decades, and planning for accommodation of that state required housing growth. Additionally, it will be crucial to identify what the community commercial and other non-residential land needs will be in balance.

The proposed schedule for completion of the General Plan Update is detailed in the scope of work, but is planned for a two-year horizon. This is by design and per prior City Council discussion to keep the process succinct, on budget, and the community actively engaged. While ambitious, this schedule is feasible as long as considerable discipline is utilized to stay on course. Regular check in meetings with the City Council will be crucial to this effort.

### **Fiscal Impacts**

If approved, the contract value for the General Plan Update is \$2,184,919.00. The City of Davis has a Long Range planning fee collected at time of building permits, which is designed to offset the cost of updates to the General Plan. Currently, there is approximately \$900,000.00 available for this purpose, with more revenues coming in. While no budget adjustments are needed at this time to initiate the GP Update process, staff will propose appropriate amounts for incorporation into the next two-year budget cycle for the remaining fund needs, while also exploring all possible grant opportunities that may assist in offsetting the costs. The total contract cost includes several key optional tasks #1 (extension of staff), #3 (LOS and VMT analysis), and #4 (Updated City Travel Demand Model) as defined in the attached scope of work.

### **Council Goals**

All of the City Council goals will be addressed in the General Plan Update.

- Achieving Greater Fiscal Resilience
- Strengthening Climate Resilience
- Shoring Up the Housing Continuum
- Improving Social Services for Vulnerable Populations
- Maintaining High Quality Infrastructure and Services
- Stepping Up Economic Development Activities

### **Commission Input**

This item is under the direct purview of the City Council as a professional services contract, and has had input from the City Council Subcommittee on the General Plan Update. Considerable direct commission involvement will be required throughout the General Plan Update process as outlined in the scope of work.

## **Analysis**

On August 30, 2024, staff brought forward a memo seeking direction from the City Council to move forward with negotiations for a scope of work and cost estimate for an update to the current General Plan. Staff has been working with the Council Subcommittee on community engagement for the General Plan update (Vaitla and Chapman) and the firm Raimi+ Associates to prepare documents that accurately reflect the details and steps planned for the adoption of an updated General Plan.

As one of four firms who responded to the City Request for Qualifications, Raimi+ Associates has been offering consulting services since 2006 with offices in Berkeley and Los Angeles. They have assisted many communities throughout California with the preparation of their General Plans. Raimi+ Associates has experience with the new Environmental Justice requirements required by SB 1000 and have worked closely with the general communities where they prepared the city's General Plan. Raimi+ Associates has extensive experience in focusing on community engagement as a foundation of the General Plan update effort, has embraced the desired approach of Davis to utilize commissions as subject matter experts, and has been very responsive to staff requests for refinement of the scope of work. Raimi will be teaming up with the following specialty firms to assist with the plan preparation:

<b>Firm Name</b>	<b>Area of Specialty</b>
AIM Consulting	Public Outreach
BAE Urban Economics	Fiscal Analysis
Environmental Science Associates	Conservation topics
Atlas Planning Solutions	Safety Element topics
Fehr and Peers	Transportation topics
Illingworth& Rodkin, Inc.	Noise & Air Quality topics

The Davis General Plan update contract has two main components. One is to identify the end product which is an updated general plan to guide future development decisions in Davis for the next planning period. The other is to identify the process to get there. The General Plan is a policy document designed to assist decision makers regarding development proposals and will serve as the guide to future Capital Improvement Project (CIP) needs and the basis for future Development Impact Fees. Most General Plans have a life span of about 20-25 years. The Housing Element, although legally a part of the General Plan, must be updated every 8 years by law. Since the Housing Element was recently adopted and certified by the State of California, there is no need to update it now. However, the City of Davis will update the Housing Element at least twice during the lifespan of the overall General Plan Update. The General Plan update should take into consideration this fact and include direction as to where the additional housing will go.

Planning for the City's future Regional Housing Needs Allocation (RHNA) numbers and future economic development is a great undertaking. Therefore, while working with the City Council subcommittee, staff and the consultant have developed the process outlined in the attached contract. The City will not be starting from scratch but instead, will be using the existing 2001 General Plan as a basis for the beginning of the update process. Many of its policies are applicable today and simply need adjustments to make them more reflective of the future. To achieve this effort, the City will make use of

its extensive commission system to lead the community stakeholders in community engagement and to review and craft new policy language. The City's commissions will also identify who the key stakeholders should be for community outreach, and serve as the city's ambassadors for outreach and engagement to ensure a deep level of community involvement in the update process.

The City Council has identified six commissions for participation directly in the update. Each Commission will lead the development of a separate element. They are:

<b>ASSIGNED COMMISSION</b>	<b>ELEMENT TO REVIEW</b>
Climate and Environmental Justice Commission	Environmental Justice
Open Space and Habitat Commission	Conservation
Recreation and Park Commission	Open Space
Transportation Commission	Circulation
Planning Commission	Land Use
Social Services Commission	Housing

(Noise, Safety – Not Assigned)

In addition to the six individual commissions participating directly in the update, the City Council will also appoint a General Plan Committee (GPC). The GPC will be appointed by Council and made up of two representatives from each of the six participating commissions. The exact timing for meetings and the membership of the GPC has yet to be determined, but it can be said that the GPC will convene at key intervals (likely on a roughly quarterly basis) in the process to serve as a check point at key milestones. They will also serve as a conduit to the City Council at various times in the process, possibly through joint meetings as needed.

The Housing Element was recently certified and therefore will not be updated as a part of this process. However, a cross reference and summary of the element and its Housing and Affordable Housing policies will be provided. It will also note that the Housing Element is required to be updated on a more frequent and separate schedule than the rest of the General Plan, but its policies must integrate with the new policies to be developed. The end product will include a final version of the Housing Element cross reference summary so that readers of the finished General Plan document will understand how it integrates with the balance of the general plan.

### **Attachments**

1. Resolution
2. Professional Services Agreement
3. Cost Summary

## **RESOLUTION 25-XXX, SERIES 2025**

### **RESOLUTION APPROVING THE CITY MANAGER TO EXECUTE PROFESSIONAL SERVICES CONTRACT WITH RAIMI+ ASSOCIATES, INC. FOR THE PREPARATION OF THE 2025 UPDATE TO THE GENERAL PLAN**

WHEREAS, the City of Davis adopted its current general plan in 2001; and

WHEREAS, the City Council has determined it is appropriate to update the general plan to reflect the City's goals and policies for the next planning period;

WHEREAS, Raimi + Associates is well-positioned to perform general plan services because Raimi + Associates bring years of general plan preparation experience that will facilitate the preparation of a new general plan; and,

WHEREAS, staff received a proposal from Raimi + Associates, in the amount of \$1,749,919 for preparation of the general plan update plus \$435,000 in optional tasks recommended by staff; and,

WHEREAS, cost of the contract will be covered through a combination of funding sources including fees collected for the purpose of updating the general plan, potential grants, and the general fund; and,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Davis does hereby authorize the City Manager, or his designee, to execute the professional services contract to Raimi + Associates not to exceed amount of \$2,184,919 for the preparation of an update to the current general plan.

PASSED AND ADOPTED by the City Council of the City of Davis on this 7th day of January, 2025, by the following vote:

AYES:

NOES:

Josh Chapman  
Mayor

ATTEST:

Zoe S. Mirabile, CMC  
City Clerk

**CITY OF DAVIS  
PROFESSIONAL SERVICES AGREEMENT**

This Agreement is made and entered into as of \_\_\_\_\_, 2025 by and between the City of Davis, a municipal corporation organized and operating under the laws of the State of California with its principal place of business at 23 Russell Boulevard, Davis, CA 95616 ("City"), and Raimi + Associates, a California Corporation, with its principal place of business at 1900 Addison Street, Suite 200, Berkeley CA, 94704 (hereinafter referred to as "Consultant"). City and Consultant are sometimes individually referred to as "Party" and collectively as "Parties" in this Agreement.

**RECITALS**

A. City is a public agency of the State of California and is in need of professional services for the following project: 2025 General Plan Update (hereinafter referred to as "the Project").

B. Consultant is duly licensed and has the necessary qualifications to provide such services.

C. The Parties desire by this Agreement to establish the terms for City to retain Consultant to provide the services described herein.

**AGREEMENT**

**NOW, THEREFORE, IT IS AGREED AS FOLLOWS:**

1. Services.

Consultant shall provide the City with the services described in the Scope of Services attached hereto as Exhibit "A."

2. Compensation.

a. Subject to paragraph 2(b) below, the City shall pay for such services in accordance with the Schedule of Charges set forth in Exhibit "B."

b. In no event shall the total amount paid for services rendered by Consultant under this Agreement exceed the sum of \$2,184,919.00. Periodic payments shall be made within 30 days of receipt of an invoice which includes a detailed description of the work performed. Payments to Consultant for work performed will be made on a monthly billing basis.

3. Additional Work.

If changes in the work seem merited by Consultant or the City, and informal consultations with the other party indicate that a change is warranted, it shall be processed in the following manner: a letter outlining the changes shall be forwarded to the City by Consultant with a statement of estimated changes in fee or time schedule. An amendment to this Agreement shall be prepared by the City and executed by both Parties before performance of such services, or the City will not be required to pay for the changes in the scope of work. Such amendment shall not render ineffective or invalidate unaffected portions of this Agreement.

4. Maintenance of Records.

Books, documents, papers, accounting records, and other evidence pertaining to costs incurred shall be maintained by Consultant and made available at all reasonable times during the contract period and for four (4) years from the date of final payment under the contract for inspection by City.

5. Time of Performance.

Consultant shall perform its services in a prompt and timely manner and shall commence performance immediately following execution of this Agreement by the parties. Consultant shall complete the services required hereunder on or before dates shown in Exhibit C to this Agreement.

6. Delays in Performance.

a. Neither City nor Consultant shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage or judicial restraint.

b. Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

7. Compliance with Law.

a. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local government, including Cal/OSHA requirements.

b. If required, Consultant shall assist the City, as requested, in obtaining and maintaining all permits required of Consultant by federal, state and local regulatory agencies.

c. If applicable, Consultant is responsible for all costs of clean up and/ or removal of hazardous and toxic substances spilled as a result of his or her services or operations performed under this Agreement.

8. Standard of Care

Consultant's services will be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions.

9. Assignment and Subconsultant

Consultant shall not assign, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the City, which may be withheld for any reason. Any attempt to so assign or so transfer without such consent shall be void and without

legal effect and shall constitute grounds for termination. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement. Nothing contained herein shall prevent Consultant from employing independent associates, and subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

10. Independent Consultant

Consultant is retained as an independent contractor and is not an employee of City. No employee or agent of Consultant shall become an employee of City. The work to be performed shall be in accordance with the work described in this Agreement, subject to such directions and amendments from City as herein provided.

11. Insurance. Consultant shall not commence work for the City until it has provided evidence satisfactory to the City it has secured all insurance required under this section. In addition, Consultant shall not allow any subcontractor to commence work on any subcontract until it has secured all insurance required under this section.

a. Commercial General Liability

(i) The Consultant shall take out and maintain, during the performance of all work under this Agreement, in amounts not less than specified herein, Commercial General Liability Insurance, in a form and with insurance companies acceptable to the City.

(ii) Coverage for Commercial General Liability insurance shall be at least as broad as the following:

(1) Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 00 01) or exact equivalent.

(iii) Commercial General Liability Insurance must include coverage for the following:

- (1) Bodily Injury and Property Damage
- (2) Personal Injury/Advertising Injury
- (3) Premises/Operations Liability
- (4) Products/Completed Operations Liability
- (5) Aggregate Limits that Apply per Project
- (6) Explosion, Collapse and Underground (UCX) exclusion deleted
- (7) Contractual Liability with respect to this Contract
- (8) Broad Form Property Damage
- (9) Independent Consultants Coverage

(iv) The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; (3) products/completed operations liability; or (4) contain any other exclusion contrary to the Agreement.

(v) The policy shall give City, its officials, officers, employees, agents and City designated volunteers additional insured status using ISO endorsement forms CG 20 10 10 01 and 20 37 10 01, or endorsements providing the exact same coverage.



(vi) The general liability program may utilize either deductibles or provide coverage excess of a self-insured retention, subject to written approval by the City, and provided that such deductibles shall not apply to the City as an additional insured.

b. Automobile Liability

(i) At all times during the performance of the work under this Agreement, the Consultant shall maintain Automobile Liability Insurance for bodily injury and property damage including coverage for owned, non-owned and hired vehicles, in a form and with insurance companies acceptable to the City.

(ii) Coverage for automobile liability insurance shall be at least as broad as Insurance Services Office Form Number CA 00 01 covering automobile liability (Coverage Symbol 1, any auto).

(iii) The policy shall give City, its officials, officers, employees, agents and City designated volunteers additional insured status.

(iv) Subject to written approval by the City, the automobile liability program may utilize deductibles, provided that such deductibles shall not apply to the City as an additional insured, but not a self-insured retention.

c. Workers' Compensation/Employer's Liability

(i) Consultant certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing work under this Agreement.

(ii) To the extent Consultant has employees at any time during the term of this Agreement, at all times during the performance of the work under this Agreement, the Consultant shall maintain full compensation insurance for all persons employed directly by him/her to carry out the work contemplated under this Agreement, all in accordance with the "Workers' Compensation and Insurance Act," Division IV of the Labor Code of the State of California and any acts amendatory thereof, and Employer's Liability Coverage in amounts indicated herein. Consultant shall require all subconsultants to obtain and maintain, for the period required by this Agreement, workers' compensation coverage of the same type and limits as specified in this section.

d. Professional Liability (Errors and Omissions)

At all times during the performance of the work under this Agreement the Consultant shall maintain professional liability or Errors and Omissions insurance appropriate to its profession, in a form and with insurance companies acceptable to the City and in an amount indicated herein. This insurance shall be endorsed to include contractual liability applicable to this Agreement and shall be written on a policy form coverage specifically designed to protect against acts, errors or omissions of the Consultant. "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy must "pay on behalf of" the insured and must include a provision establishing the insurer's duty to defend.

e. Minimum Policy Limits Required

(i) The following insurance limits are required for the Agreement:

Combined Single Limit

Commercial General Liability	\$1,000,000 per occurrence/ \$2,000,000 aggregate for bodily injury, personal injury, and property damage
Automobile Liability	\$1,000,000 per occurrence for bodily injury and property damage
Employer's Liability	\$1,000,000 per occurrence
Professional Liability	\$1,000,000 per claim and aggregate (errors and omissions)

(ii) Defense costs shall be payable in addition to the limits.

(iii) Requirements of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance. Any available coverage shall be provided to the parties required to be named as Additional Insured pursuant to this Agreement.

f. Evidence Required

Prior to execution of the Agreement, the Consultant shall file with the City evidence of insurance from an insurer or insurers certifying to the coverage of all insurance required herein. Such evidence shall include original copies of the ISO CG 00 01 (or insurer's equivalent) signed by the insurer's representative and Certificate of Insurance (Acord Form 25-S or equivalent), together with required endorsements. All evidence of insurance shall be signed by a properly authorized officer, agent, or qualified representative of the insurer and shall certify the names of the insured, any additional insureds, where appropriate, the type and amount of the insurance, the location and operations to which the insurance applies, and the expiration date of such insurance.

g. Policy Provisions Required

(i) Consultant shall provide the City at least thirty (30) days prior written notice of cancellation of any policy required by this Agreement, except that the Consultant shall provide at least ten (10) days prior written notice of cancellation of any such policy due to non-payment of premium. If any of the required coverage is cancelled or expires during the term of this Agreement, the Consultant shall deliver renewal certificate(s) including the General Liability Additional Insured Endorsement to the City at least ten (10) days prior to the effective date of cancellation or expiration.

(ii) The Commercial General Liability Policy and Automobile Policy shall each contain a provision stating that Consultant's policy is primary insurance and that any insurance, self-insurance or other coverage maintained by the City or any named insureds shall not be called upon to contribute to any loss.

(iii) The retroactive date (if any) of each policy is to be no later than the effective date of this Agreement. Consultant shall maintain such coverage continuously for a period of at least three years after the completion of the work under this Agreement. Consultant shall purchase a one (1) year extended reporting period A) if the retroactive date is advanced past the effective date of this Agreement; B) if the policy is cancelled or not renewed; or C) if the

policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement.

(iv) All required insurance coverages, except for the professional liability coverage, shall contain or be endorsed to waiver of subrogation in favor of the City, its officials, officers, employees, agents, and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

(v) The limits set forth herein shall apply separately to each insured against whom claims are made or suits are brought, except with respect to the limits of liability. Further the limits set forth herein shall not be construed to relieve the Consultant from liability in excess of such coverage, nor shall it limit the Consultant's indemnification obligations to the City and shall not preclude the City from taking such other actions available to the City under other provisions of the Agreement or law.

h. Qualifying Insurers

(i) All policies required shall be issued by acceptable insurance companies, as determined by the City, which satisfy the following minimum requirements:

(1) Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and admitted to transact in the business of insurance in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

i. Additional Insurance Provisions

(i) The foregoing requirements as to the types and limits of insurance coverage to be maintained by Consultant, and any approval of said insurance by the City, is not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by the Consultant pursuant to this Agreement, including but not limited to, the provisions concerning indemnification.

(ii) If at any time during the life of the Agreement, any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Consultant or City will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, City may cancel this Agreement.

(iii) The City may require the Consultant to provide complete copies of all insurance policies in effect for the duration of the Project.

(iv) Neither the City nor any of its officials, officers, employees, agents or volunteers shall be personally responsible for any liability arising under or by virtue of this Agreement.

j. Subconsultant Insurance Requirements. Consultant shall not allow any subcontractors or subconsultants to commence work on any subcontract until they have provided

evidence satisfactory to the City that they have secured all insurance required under this section. Policies of commercial general liability insurance provided by such subcontractors or subconsultants shall be endorsed to name the City as an additional insured using ISO form CG 20 38 04 13 or an endorsement providing the exact same coverage. If requested by Consultant, City may approve different scopes or minimum limits of insurance for particular subcontractors or subconsultants.

12. Indemnification.

a. To the fullest extent permitted by law, Consultant shall defend (with counsel reasonably approved by the City), indemnify and hold the City, its officials, officers, employees, agents and volunteers free and harmless from any and all claims, demands, causes of action, suits, actions, proceedings, costs, expenses, liability, judgments, awards, decrees, settlements, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, (collectively, "Claims") in any manner arising out of, pertaining to, or incident to any alleged acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's services, the Project or this Agreement, including without limitation the payment of all consequential damages, expert witness fees and attorneys' fees and other related costs and expenses. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to Claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the City, its officials, officers, employees, agents or volunteers.

b. Additional Indemnity Obligations. Consultant shall defend, with counsel of City's choosing and at Consultant's own cost, expense and risk, any and all Claims covered by this section that may be brought or instituted against the City, its officials, officers, employees, agents or volunteers. Consultant shall pay and satisfy any judgment, award or decree that may be rendered against the City, its officials, officers, employees, agents or volunteers as part of any such claim, suit, action or other proceeding. Consultant shall also reimburse City for the cost of any settlement paid by the City, its officials, officers, employees, agents or volunteers as part of any such claim, suit, action or other proceeding. Such reimbursement shall include payment for the City's attorney's fees and costs, including expert witness fees. Consultant shall reimburse the City, its officials, officers, employees, agents and volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the City, its officials, officers, employees, agents and volunteers.

13. California Labor Code Requirements.

a. Consultant is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. If the services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws, if applicable. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It shall be mandatory upon the Consultant and all subconsultants to comply with all California Labor Code provisions, which include but are not

limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775), employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Section 1776), hours of labor (Labor Code Sections 1813 and 1815) and debarment of contractors and subcontractors (Labor Code Sections 1777.1).

b. If the services are being performed as part of an applicable “public works” or “maintenance” project, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Consultant and all subconsultants performing such Services must be registered with the Department of Industrial Relations. Consultant shall maintain registration for the duration of the Project and require the same of any subconsultants, as applicable. This Project may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant’s sole responsibility to comply with all applicable registration and labor compliance requirements.

14. Living Wage Ordinance.

a. Consultant agrees to comply with Davis Municipal Code Chapter 15.20, the City of Davis Living Wage Ordinance. If Consultant employs six (6) or more employees, and receives \$25,000 or more from the City pursuant to this Agreement and any other contracts with the City during a twelve month period, Consultant shall be required to provide all employees eligible under Chapter 15.20 with the minimum compensation set forth in Davis Municipal Code Section 15.20.060 during the term of this Agreement.

b. Prior to commencement of any work under this Agreement, Consultant and all subconsultants that are subject to the requirements of Chapter 15.20 will provide certification in a form satisfactory to the City that Consultant and subconsultants are providing all eligible employees the minimum compensation required pursuant to Davis Municipal Code Section 15.20.060. Additionally, prior to commencement of any work, Consultant shall notify in writing all employees that are eligible for minimum compensation of their rights under Chapter 15.20.

c. Consultant shall maintain all records and documents necessary to establish whether Consultant is subject to Chapter 15.20. If Consultant is subject to the requirements of Chapter 15.20, Consultant shall further be required to maintain monthly records of Consultant’s employees, including records showing the hourly rate paid to each employee, the amount paid by Consultant for health benefits, if any, and the amount of days off provided per year for sick leave, vacation, or personal necessity. The records described in this subsection shall be made available to the City upon request. The failure to produce these records within three (3) business days following request by the City shall be a default under this Agreement.

d. Consultant shall include the requirements of Chapter 15.20 in any and all agreements with subconsultants hired to provide services pursuant to this Agreement. Any and all subconsultants retained by Consultant to provide services pursuant to this Agreement that employ six or more employees and receive \$25,000 or more for services provided to the City pursuant to this and any other City contracts during a 12-month period shall be required to comply with the terms of Chapter 15.20. Failure by a subconsultant subject to the requirements of Chapter 15.20 to comply with the terms of Chapter 15.20 shall constitute a default of the Consultant under this Agreement.

16. Use of Recycled Paper. Consultant shall comply with the City’s policy on the use of recycled paper, as set forth in Exhibit “D” of this Agreement.

17. Laws and Venue.

This Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a state or federal court situated in the County of Yolo, State of California.

18. Termination or Abandonment

a. City has the right to terminate or abandon any portion or all of the work under this Agreement by giving ten (10) calendar days written notice to Consultant. In such event, City shall be immediately given title and possession to all original field notes, drawings and specifications, written reports and other documents produced or developed for that portion of the work completed and/or being abandoned. City shall pay Consultant the reasonable value of services rendered for any portion of the work completed prior to termination. If said termination occurs prior to completion of any task for the Project for which a payment request has not been received, the charge for services performed during such task shall be the reasonable value of such services, based on an amount mutually agreed to by City and Consultant of the portion of such task completed but not paid prior to said termination. City shall not be liable for any costs other than the charges or portions thereof which are specified herein. Consultant shall not be entitled to payment for unperformed services, and shall not be entitled to damages or compensation for termination of work.

b. Consultant may terminate its obligation to provide further services under this Agreement upon thirty (30) calendar days' written notice to City only in the event of substantial failure by City to perform in accordance with the terms of this Agreement through no fault of Consultant.

19. Documents. Except as otherwise provided in "Termination or Abandonment," above, all original field notes, written reports, Drawings and Specifications and other documents, produced or developed for the Project shall, upon payment in full for the services described in this Agreement, be furnished to and become the property of the City.

20. Organization

Consultant shall assign Nick Pappani as Project Manager. The Project Manager shall not be removed from the Project or reassigned without the prior written consent of the City.

21. Limitation of Agreement.

This Agreement is limited to and includes only the work included in the Project described above.

22. Notice

Any notice or instrument required to be given or delivered by this Agreement may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed to:

CITY:

City of Davis

23 Russell Boulevard

Davis, CA 95616

Attn: Sherri Metzker,

Community Development Department

CONSULTANT:

Eric Yurkovich, Principal

Raimi + Associates

1900 Addison Street, Suite 200

Berkeley CA 94704

and shall be effective upon receipt thereof.

23. Third Party Rights

Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the City and the Consultant.

24. Equal Opportunity Employment.

Consultant represents that it is an equal opportunity employer and that it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex, age or other interests protected by the State or Federal Constitutions. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

25. Entire Agreement

This Agreement, with its exhibits, represents the entire understanding of City and Consultant as to those matters contained herein, and supersedes and cancels any prior or contemporaneous oral or written understanding, promises or representations with respect to those matters covered hereunder. Each party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. This Agreement may not be modified or altered except in writing signed by both Parties hereto. This is an integrated Agreement.

26. Severability

The unenforceability, invalidity or illegality of any provision(s) of this Agreement shall not render the provisions unenforceable, invalid or illegal.

27. Successors and Assigns

This Agreement shall be binding upon and shall inure to the benefit of the successors in interest, executors, administrators and assigns of each party to this Agreement. However, Consultant shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of City. Any attempted assignment without such consent shall be invalid and void.

28. Non-Waiver

None of the provisions of this Agreement shall be considered waived by either party, unless such waiver is specifically specified in writing.

29. Time of Essence

Time is of the essence for each and every provision of this Agreement.

30. City's Right to Employ Other Consultants

City reserves its right to employ other consultants, including engineers, in connection with this Project or other projects.

31. Interest of Consultant.

Consultant covenants that it presently has no interest, and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the Services under this Agreement. Consultant certifies that no one who has or will have any financial interest under this Agreement is an officer or employee of the City.

32. Interest of Subconsultants.

Consultant further covenants that, in the performance of this Agreement, no subconsultant or person having any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the Services under this Agreement shall be employed. Consultant has provided City with a list of all subconsultants and the key personnel for such subconsultants that are retained or to be retained by Consultant in connection with the performance of the Services, to assist the City in affirming compliance with this Section.

33. Prohibited Interests

Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. If required, Consultant further agrees to file, or shall cause its employees or subconsultants to file, a Statement of Economic Interest with the City's Filing Officer as required under state law in the performance of the Services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no director, official, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

**[SIGNATURES ON FOLLOWING PAGE]**



**SIGNATURE PAGE FOR PROFESSIONAL SERVICES AGREEMENT  
BETWEEN THE CITY OF DAVIS  
AND RANEY PLANNING AND MANAGEMENT  
FOR VILLAGE FARMS EIR**

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CITY OF DAVIS

Raimi+ Associates

By: \_\_\_\_\_  
Mike Webb,  
City Manager

By: \_\_\_\_\_  
Its: Principal

Printed Name: Eric Yurkovich

ATTEST:

By: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Attorney

## **EXHIBIT A**

### **Executive Summary and Scope of Services**

## • Executive Summary

The City of Davis has selected Raimi + Associates to guide and prepare an update to the City of Davis General Plan. While the current General Plan has served the city well over the last two decades, it is time for a refresher. The City will not be starting from scratch but instead, will be using the existing 2001 General Plan as a basis for beginning the update process. Many policies are applicable today and simply need adjustments to make them more applicable going into the future. To achieve this effort, the City will make use of its extensive commission system to lead the community stakeholders in community engagement and to review and craft new policy language. The City's commissions will also serve as the city's ambassadors for outreach and engagement to ensure a deep level of community involvement in the update process.

In addition to the six individual commissions selected to participate in the update, the City Council will also appoint a General Plan Committee (GPC.) The GPC will be made up of two representatives from each of the six participating commissions, including the Planning Commission. The exact timing for meetings and the membership of the GPC has yet to be determined, but it can be said that the GPC will convene at key intervals in the process to serve as a check point at key milestones. They will also serve as a conduit to the City Council at various times in the process, through joint meetings as needed.

The Housing Element was recently certified and therefore will not be updated as a part of this process. However, a cross reference and summary of the element and its Housing and Affordable Housing policies will be provided. It will also note that the Housing Element is required to be updated on a more frequent and separate schedule than the rest of the General Plan, but its policies must integrate with the new policies to be developed. The end product will include a final version of the Housing Element cross reference so that readers of the finished General Plan document will understand how it integrates with the balance of the plan.

## • Scope of Work

The following section includes the revised scope of work for the Davis General Plan Update (GPU). The Scope of Work builds off the concepts presented in the RFP and integrates the Raimi + Associates (R+A) team's approach to the project, current State laws, and our experience with similar projects. It also includes an initial round of feedback from City staff and the City Council Subcommittee.

The team member primarily responsible for completing each task is identified within each task. The R+A team will revise the Scope of Work and associated budget as necessary to meet the City's needs or changes in project objectives. Team members and their primary roles include:

- **Raimi + Associates** (R+A): *Prime Consultant*; Land Use and Urban Design; Parks; Community Health, Environmental Justice, and Equity
- **AIM Consulting** (AIM): Community Engagement
- **Atlas Planning Solutions** (Atlas Planning): Safety
- **BAE Urban Economics** (BAE): Economics, Fiscal, and Market
- **Environmental Science Associates** (ESA): Natural and Cultural Resources; Agricultural and Mineral Resources; and Other Conservation-Related Topics
- **Fehr & Peers**: Mobility
- **Illingworth & Rodkin** (I&R): Noise and Air Quality

## • Project Phases / Organization

Using our discussions with City staff as a guide, our team organized the City of Davis GPU scope of work into five distinct phases: *listening and discovery*, *land use and mobility plan development*, *policy development and plan preparation*, *public plan review*, and *final plan review and adoption*. The purpose of each phase is different (see below) and helps to organize our technical analysis, and to cluster community, City staff, and commission engagement activities. Community engagement activities will be completed during every phase of the process and are listed in Task 2. Commission, GPC, and City Council engagement activities are included within each project phase.

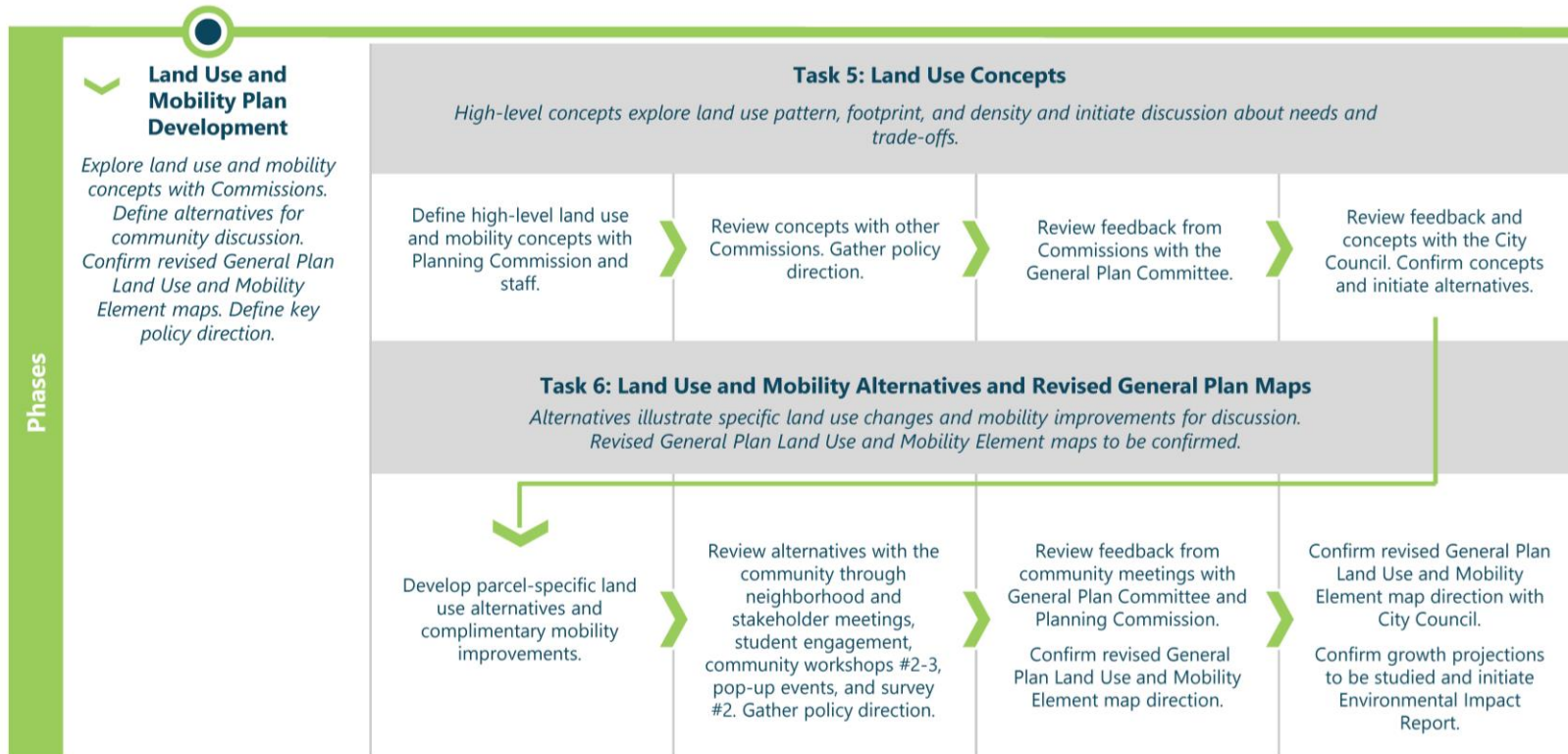
Environmental Impact Report (EIR) preparation is not included within this Scope of Work and assumed to be contracted separately. EIR preparation and/or release of the Notice of Preparation could begin after Planning Commission and City Council confirmation of the Revised General Plan Land Use Map, land use designations, and growth projections. Confirmation of these key deliverables would occur at the conclusion of *Phase 2: Land Use and Mobility Plan Development*. Likewise, it is assumed the General Plan will not be adopted until the EIR is complete and undergone the required review process.

**Figure 1: Project Phases**

	2025	2026	2027		
Phases	<div>✓ <b>Listening and Discovery</b></div> <div>Establish project outcomes, a shared community vision and guiding principles, and identify key issues and opportunities to address with community and commissions. Complete technical reports.</div>	<div>✓ <b>Land Use and Mobility Plan Development</b></div> <div>Explore land use and mobility concepts with Commissions. Define alternatives for community discussion. Confirm revised General Plan Land Use and Mobility Element maps. Define key policy direction.</div>	<div>✓ <b>Policy Development and Plan Preparation</b></div> <div>Prepare updates to each element of the General Plan, beginning with an outline, structure, and policy frameworks. Share policy with community and Commissions.</div>	<div>✓ <b>Public Plan Review</b></div> <div>Present updated Public Draft General Plan to the community and Commissions for review and feedback.</div>	<div>✓ <b>Final Plan Review and Adoption</b></div> <div>Present Draft General Plan and public input to decision makers for adoption. Prepare digital General Plan website.</div>
Engagement Activities	City Council kick-off Joint Commission kick-off General Plan Committee kick-off Community Partnership Initiative Neighborhood and stakeholder meetings Student engagement Begin community awareness and notification Community workshop #1, pop-up events, and survey #1 Launch project website	Meetings with Planning Commission Meetings with each Commission and the General Plan Committee Neighborhood and stakeholder meetings Student engagement Community workshops #2-3, pop-up events, and survey #2 Topic-specific focus group meetings City Council	Neighborhood and stakeholder meetings Student engagement Community workshop #4, pop-up events, and survey #3 Meetings with each Commission Meetings with the General Plan Committee City Council	Neighborhood and stakeholder meetings Community workshop #5, pop-up events, and survey #4 Meetings with each Commission City Council	Planning Commission hearings City Council hearings
Deliverables	Project Outcomes Community Engagement Plan Vision and Guiding Principles Existing Conditions Reports  Key Scope Tasks: 1.4, 3, and 4	Land Use Concepts Land Use and Mobility Element map alternatives and analysis Revised General Plan Land Use Map and Designations Growth projections  Key Scope Tasks: 5 and 6	General Plan outline and structure Key General Plan policies Policy frameworks for each element General Plan preparation  Key Scope Tasks: 7.1-7.4	Public Review General Plan Comment and response matrix from public review  Key Scope Tasks: 7.5-7.6	Final Adoption Draft Environmental Impact Report Digital General Plan (E-Plan)  Key Scope Tasks: 7.7-7.8 and 8

 **Environmental Impact Report Preparation**

**Figure 2: Land Use and Mobility Plan Development Process**



- **Scope Tasks**

- **Task 1: Project Initiation and Ongoing Management**

- **Task 1.1: Kick-Off Meeting**

The R+A team will hold a full-day kick-off meeting in Davis to initiate the project. This meeting will include an overall team meeting, one-on-one topic-specific meetings with City staff, and a tour of the city (hosted by City staff). A portion of the discussion will focus on generating project outcomes (Task 1.4).

- **Task 1.2: Data Collection, Review, and Base Map**

The City will provide the R+A team with a comprehensive list of documents and data (including available GIS data) necessary to prepare the General Plan. Following delivery of materials, the R+A team will prepare a supplemental document and data request list to obtain additional information from the City. Our team will review existing planning documents and reports provided by the City.

As part of this task, R+A will create a "base map" using the GIS mapping data provided by the City. The base map will be used by all team members throughout the course of the project.

- **Task 1.3: Project Work Plan**

R+A will develop a project work plan broken out by scope task that specifies lead and supporting team members, key work elements, major deliverables/outcomes, due dates, required City actions, City review time, and task status. It will include the key elements of community engagement and specific roles, responsibilities, and relationships. The Work Plan will be a living document, updated throughout the General Plan update process. R+A will update the work plan on a quarterly basis, and it will be shared with Davis staff through Microsoft Sharepoint.

- **Task 1.4 Project Outcomes**

R+A and City staff will prepare draft project outcomes that will serve as a series of parameters for the project, process, and community engagement. These parameters will be based off both objective requirements--such as housing needs or climate goals--and more subjective city goals around innovation and jobs/housing balance. For example, the key parameters to be developed will be based upon future predicted regional housing needs targets and used as the basis to inform land use alternatives with different development patterns and densities.

The initial draft outcomes produced in this phase will be reviewed and refined by the City's commissions (Task 1.6) and City Council (Task 1.7). Once the project outcomes are established, they will be used throughout the process to guide community discussions with tangible guardrails through drafting the General Plan guiding principles, land use alternatives, goals, policies, and actions.

- **Task 1.5: Ongoing Project Management and Working Meetings**

R +A and other team members will coordinate with the City about the project. This will include bi-weekly calls and "informal" communication via email and phone, consistent progress reporting, invoicing and schedule monitoring, and additional periodic project team/Davis staff meetings. R+A will prepare agendas for each coordination call and resources will be shared via Microsoft Sharepoint. Daily communications will be primarily via email, and the R+A project manager will be the primary point of contact with Davis's project manager for all communication.

- **Task 1.6: Joint Commission General Plan Kick-Off**

The R+A team will facilitate one joint kickoff meeting with six City commissions, including:

- Climate and Environmental Justice Commission
- Open Space and Habitat Commission
- Planning Commission
- Recreation and Park Commission
- Transportation Commission
- Social Services Commission

The joint meeting will introduce the project and work plan, the role of commissions and members in the General Plan update, and the preliminary Community Engagement Plan. The workshop-style meeting will also include generative exercises on stakeholders to engage in the process, project outcomes, vision and values, and the identification of critical issues to address in the GPU process. R+A will prepare a meeting agenda / run of show and a brief presentation.

- **Task 1.7: City Council General Plan Kick-Off**

Within four months of project initiation, R+A and AIM Consulting will meet with the City Council to provide an overview of the project, the project work plan, the preliminary community engagement strategy, and lead a discussion on project outcomes, key issues, and opportunities for the GPU. R+A will prepare a brief presentation.

- **Task 1 Deliverables**

Kick-off meeting agenda and notes (draft and final)

Data and document request memo

Base map (draft and final)

Project outcomes (draft and final)

PPT presentation for the Joint Commission General Plan kick-off (draft and final)

PPT presentation for City Council kick-off (draft and final)

Monthly invoices

Bi-weekly meeting agendas

- **Task 2: Community Engagement**

The following presents the R+A team's overall approach and specific tasks for community engagement. The engagement process is clustered in with each of the five project phases. The ultimate goals of the engagement process are to:

- Expand the number and variety of people who participate in planning projects;
- Educate community members and decision-makers on GPU topics;
- Provide a diversity of ways for the community to engage in the process and create new ways to engage with the public;
- Provide transparency and trust-building through the citywide planning process;
- Receive feedback on crucial land use, transportation, community health, and other policy issues;
- Guide the process for meaningful input with established project objectives as parameters; and
- Provide opportunities for the community to take ownership of the plan in preparation for implementation.

The community engagement plan described below is ambitious and far-reaching and will require a close partnership and shared ownership with City staff.



- **Task 2.1 Outreach Management and Community Engagement Plan**

The team will design a Community Engagement Plan that includes a broad range of both innovative as well as tested and proven methods to build community awareness and understanding of the GPU. The engagement plan will identify City goals and parameters required to update the General Plan, and to ensure community members and Commissioners provide input during each of the GPU development phases. We understand that successful community engagement meets people where they are and offers meaningful opportunities for input that influences the GPU outcomes. The Community Engagement Plan will be dynamic and allow for modifications based on lessons learned from engagement efforts. The Community Engagement Plan will:

- Introduce the overall process and engagement methods;

- Outline GPU engagement goals and objectives;

- Define priority population for the GPU. These may include hard-to-reach populations, disadvantage communities identified as part of the environmental justice analysis, or other groups traditionally less likely to participate in GPU updates, including the Spanish-speaking or Latinx community, or student/youth, etc.

- Identify partnership opportunities with numerous community cohorts to ensure the plan engages a significant and diverse representation of the Davis residents, including those hard-to-reach community members. These may include UCD (administration, faculty, and students), parental groups, environmental advocacy groups, seniors, youth, communities of color and low-income;

- Define the engagement schedule relative to GPU milestones, key dates, and existing events in the community;

- Identify engagement and communications responsibilities among the consultant team and city staff; and

- Establish methods for communicating with stakeholders, hard-to-reach community members, and the community in general.

Likewise, the R+A team anticipates translating meeting materials into Spanish and offering simultaneous interpretation at various meetings (as desired by and defined with City staff in the Community Engagement Plan). This is accounted for as an expense within our budget. This task budget also includes time for outreach management, project communications, and strategic stakeholder and community touchpoints.

A composite summary of the meeting results will be developed following each phase of engagement.

- **Task 2.2: Logo and Branding**

R+A will work closely with the City communications department to define unique branding guidelines and templates that present a consistent project identity. This may include a logo, color palette, document layouts and fonts, map template, workshop boards, meeting notices, and a PowerPoint presentation template. Project materials that will share the branding may include handouts, comment cards, fact sheets, and printed and electronic elements that may be shared digitally and distributed through social media and the project website.

- **Task 2.3 Project Website and Education Materials**

AIM will develop and maintain an interactive project website for two-way communication in multiple languages. The website will include a unique URL and project information in many engaging ways, including infographics, frequently asked questions (FAQs), and other resources. The project website will

also include an interactive component such as sign-up for more information, comment features, links to questionnaires, and online workshops. The website will be regularly updated through plan development.

It is essential to ensure that all members of the Davis community have a similar understanding of key land use, transportation, community health and environmental justice, and other policy issues within the General Plan. Therefore, our team will develop numerous community education materials, including FAQs, essential facts on all elements of the General Plan, infographics, articles, informational videos, etc., to assist in receiving informed input.

- **Task 2.4 Community Awareness and Notification**

AIM will develop a marketing plan to help convey the unique aspects of the GPU throughout Davis. These branded, engaging promotional materials will recruit a variety of audiences to participate in online engagement activities or community meetings. Informational posters with QR codes could also be placed at significant destinations throughout Davis or on local buses. Materials will be created in English and Spanish. AIM will work with City staff to identify the best strategies for the campaign timing and the best audiences to reach.

Additionally, to actively engage and update the community, AIM will develop project-specific social media content utilizing existing social media channels of the City of Davis and community partners.

AIM will build and maintain a stakeholder database for the project based on the community partnership program and existing databases from previous City outreach processes. This will include advocacy groups, human service agencies/organizations, neighborhood groups, and business interests. AIM staff will use this database to disseminate information throughout the process via electronic notifications, including invitations, quarterly newsletters, and outreach summary reports. AIM will also work with the City's PIO to assist with media relations. At the completion of the project, AIM will provide the City with the updated stakeholder database.

- **Task 2.5: Community Partnership Initiative (Up to 15)**

A community partnership initiative that consists of identification and early and ongoing communication with key stakeholders will be essential to building and maintaining a network of diverse community representatives. These representatives will be integral in building community trust, assuring significant representation of all perspectives engaged throughout the process, and building a shared understanding of the plan elements and any City's constraints within the planning process. AIM will conduct informal one-on-one meetings (up to fifteen total) at the beginning of each phase and provide the team with a broad sense of the community, significant issues of concern, deal breakers, desirables, and other factors that may come into play during plan development. These meetings will also help the team understand from a community perspective any lessons learned from the team's ongoing community engagement efforts and ways to enhance the efforts. Community partners' feedback will inform citywide workshop format and engagement strategies.

- **Task 2.6: General Plan Committee (Up to 8)**

The R+A team will facilitate up to eight meetings with a General Plan Committee (GPC) to obtain high-level feedback and to provide direction on key policy issues. The GPC will be comprised of two representatives from each of the City's commissions. The general flow of meetings (and estimated number of meetings) is as follows:

- Vision, key issues, and strategies (1 meeting)
- Land use designations and alternatives development and selection (2 meetings)
- Policy development on key topics (4 meetings)

- General Plan review (1 meeting)

City staff will provide logistics and communication with GPC members for this task. This will include sending emails to GPC members prior to meetings, identifying and coordinating meeting spaces, setting up technology, and on-going communication with GPC members, as necessary.

- **Task 2.7 Meeting in a Box**

Discussions related to the future of Davis should not be limited to those organized by the City/Planning team; instead, such discussions should happen wherever and whenever it is convenient for a group of interested people to get together and talk. Meeting in a Box is a great self-directed engagement method for small neighborhoods, community groups, or friends to facilitate and engage with each other and provide input to the planning team. They are typically hosted during the first phase of the plan development to introduce the GPU process and receive input on Community Vision and how they would like to engage in the upcoming GPU process. AIM, with support from R+A, will prepare “meeting in a box” materials to be deployed by community groups throughout the GPU process.

- **Task 2.8 Student Engagement**

AIM proposes partnering with the Davis Joint Unified School District, UC Davis, and/or non-profit organizations specializing in student engagement/employment to actively involve youth in the GPU process. This strategy complements the participation strategies within disadvantaged communities described above. These organizations will provide student engagement coordinators to assist with public participation in targeted communities throughout the city. Each engagement coordinator will be provided training and a stipend and will partner with AIM to assist in concept development, planning, logistics, and notification for public participation strategies.

- **Task 2.9 Roadshow Materials**

AIM will prepare three sets of “roadshow” materials at each plan development phase that can be used by the R+A team, commissioners, and other designated community partners at neighborhood and stakeholder meetings or pop-up outreach. These may be two to four boards, PowerPoint presentations (of materials prepared as part of products or outreach events), handouts, and other materials that encourage community engagement and input.

- **Task 2.10 Neighborhood and Stakeholder Meetings**

To maximize local engagement opportunities, the R+A team proposes facilitating conversations with neighborhood and community organizations, businesses, and advocacy groups at preexisting meetings. At each meeting, participants will learn about the General Plan process and specific milestones and can share their input about the GPU and the engagement process.

- **Task 2.11 Topic Specific Focus Group Meetings (Up to Ten)**

The team will facilitate up to ten meetings with key groups who represent specific interests (for example, environmental justice, economic development, housing, environmental groups, public health, and others) to discuss specific topics related to the General Plan, clarify differences in priorities, and build common, collaborative ground. Participants will be grouped and invited to attend specific meetings based on their role and meeting topics.

- **Task 2.12 Pop-Up Outreach (Up to 12)**

A range of pop-up outreach and short-term events to collect input from community members who may need help to attend a conventional workshop. Methods will be customized to suit the various

neighborhood contexts. Up to twelve pop-up events will be included, and AIM will lead them. R+A will support materials preparation and participate in about half the meetings.

- **Task 2.13 Citywide Workshops (Five)**

Knowing that many residents lead busy lives and may be unable to set aside time to participate in a designated date and time, we propose an in-person workshop for each of the four planning milestones. Workshop material will be available online shortly after the in-person event and will be open for feedback from the community for approximately two weeks. The online materials may feature a video recording and the PowerPoint of the workshop presentation, identical information, and similar input exercises as the in-person workshops.

*Milestone #1 Workshop: Project Outcomes, Issues, Vision, & Guiding Principles.* This milestone is focused on developing a draft vision statement, guiding principles, and key issues for review and further discussion. Project outcomes developed in Task 1.4 will be used to guide the workshop discussions. Participants may discuss the following questions:

- What makes Davis unique and special? Please share your stories and experiences about Davis with us.
- What attributes about Davis are positive and contribute to the distinctive character of Davis? What attributes are challenges that should be identified and discussed so they can be addressed?
- What are the most critical issues facing Davis now and how are those impacting you, your family, and/or the community?
- What principles, goals, or values would you like to see guide the GPU and this process?
- What would you like to know about during this GPU process?

Participants may also be asked to identify where they would like to see new housing, shopping, jobs, parks, and transportation improvements in the city.

*Milestone #2 Workshop: Land Use and Mobility Alternatives.* The R+A team will present up to three potential growth and development alternatives for Davis. Using the project outcomes as a guide, the alternatives will incorporate existing Specific Plans direction and focus on areas where transformative change is anticipated. The outcome of this workshop will lead to a Revised General Plan Land Use map, land use designations, and growth projections that will be the subject of Workshop #3.

*Milestone #3 Workshop: Policy Ideas and Preferred Land Use Alternative.* The R+A team will present the revised General Plan Land Use map and land use designations that incorporates community feedback and Commission direction from the previous stage, clearly articulating how the map and designations achieve the project outcomes. This will include the results of meetings with the Planning Commission, Workshop #2, the online survey, pop-up events, topic-specific focus groups, neighborhood and stakeholder meetings, and student engagement. The outcome of this workshop will lead to the revised General Plan Land Use Map and land use designations to be studied in the Environmental Impact Report process. As part of this workshop, participants may provide feedback on policy ideas and urban design and community character.

*Milestone #4 Workshop: Policy Development.* This workshop may have a series of open house stations to provide policy direction and implementation ideas for key topics identified during the process. The workshop may focus on issues such as housing, sustainability, environmental justice, parks, and transportation, or other vital topics identified through the engagement process.

*Milestone #5 Workshop: Draft General Plan Open House.* After the Draft General Plan is released for public review, the team will hold an open house to review content and collect feedback from the

community. This meeting will include a brief overview presentation and interactive stations for each element.

For each meeting, the R+A team will provide notification/outreach materials, meeting materials, presentations, and summary notes. An online survey or similar method to solicit input will be prepared and distributed with each workshop to expand the reach of the project and to be distributed by stakeholders, commissioners, and others. The team will provide up to four team members at each meeting (two R+A and two AIM). Anticipated roles and responsibilities for staff include:

The R+A team will work with City staff to identify the overall purpose, approach, objective, target audience and anticipated outcome of each workshop.

The R+A team will assist with preparation of outreach materials including messaging for email blasts and social media posts, and preparation of postcards or flyers building using the templates prepared in previous tasks.

The R+A team will lead the effort with City staff support to prepare public-facing, annotated agendas. The R+A team and City staff will prepare the content for each workshop.

The R+A team will co-lead facilitation at each workshop and prepare and manage interactive in-meeting activities to foster input, and ensure meetings are engaging and accessible.

City staff will lead meeting logistics (identify physical location), and the R+A team will assist with meeting logistics as needed, including virtual platform settings.

The R+A team can assist with translation of materials as needed (interpretation will be provided, up to the amount allocated in the expenses budget).

The R+A team will collect demographic information at workshops and with online surveys and present that information with phase summaries.

- **Task 2.14 Online Surveys (Four)**

Launched in parallel with each workshop, R+A will prepare up to four online surveys using SurveyMonkey or similar online survey platform to obtain feedback on General Plan direction. The surveys will be available through a link on the project website. The survey is a convenience survey, not a statistically valid survey. We have found that online surveys are a terrific way to encourage many people to participate in the process but also for us to easily analyze responses by demographics, neighborhood location, and housing tenure in the city. Results will be incorporated into the phase summary; a detailed survey report is not included.

- **Task 2.15 Coordination with Outside Agencies (Up to 10)**

The R+A team will coordinate with outside agencies throughout the GPU. This coordination may be conducted during the existing conditions phase, the land use alternatives phase, and the policy development phase. Additionally, this may include time for coordination during review of the public draft GPU. It is anticipated that this coordination will be conducted via email and video call, with up to 10 one-hour meetings.

- **Task 2.16 On-Call Community Engagement**

The R+A Team will utilize an on-call budget to conduct additional engagement events or meetings not called out directly in the scope tasks above. This may include additional one-on-one meetings, group commission meetings, pop-up events, workshops, or surveys, among others. This task provides flexibility in our scope to adjust as needed throughout the GPU process.

- **Task 2 Deliverables**

- Community Engagement Plan (draft, final, and quarterly updates as needed)
- Project contact database
- Project website (draft, public release, and updated as needed)
- Project branding and templates (Admin Draft and Final)
- Project factsheet and FAQs (Admin Draft and Final; annual update)
- Consolidated engagement summaries by project phase x4 (Admin Draft and Final)
- GPC meetings x 8
- Community partner meetings x15
- Community workshops / open houses x5, agenda, presentation, and materials
- Online survey x4
- Pop-up meetings x12
- Neighborhood and stakeholder meetings
- Interest-based collaborative focus group meetings x6
- Engagement summaries by phase x4

- **Task 3: Discovery**

During this task, the R+A team will prepare a series of stand-alone technical existing conditions reports that summarize the current conditions and future trends for topics critical to the GPU. The existing conditions analysis will include the technical reports and studies listed below. The reports will be “technical” documents written for individuals with an advanced knowledge of the topic rather than the average member of the public with little to no knowledge of the topic. Each report will be written by a different consultant and tone, voice, and structure will vary between the technical reports. These technical reports, however, will be summarized into a brief Public-Facing Existing Conditions Report.

- **Task 3.1: Assess Existing Plans**

The R+A team will review existing reports, studies, and regulations and work with staff to determine how the information should be incorporated into the General Plan. This will include existing Specific Plans (Downtown Davis Specific Plan, Gateway-Olive Drive Specific Plan, and South Davis Specific Plan), regional planning documents, and other plans, studies, reports, and regulations that would provide additional information relative to the General Plan Update effort. The evaluation will be summarized into a matrix.

Additionally, the R+A team, working closely with City staff, will conduct a review of the existing General Plan goals, policies, and programs. The result of this task will be a clear list of any sections of the General Plan that should remain unchanged, and any sections that should be modified or discarded during the General Plan update process.

- **Task 3.2: Existing Conditions Reports**

The R+A team will prepare a series of stand-alone existing conditions reports that summarize the current conditions and future trends for topics critical to the GPU. The existing conditions analysis will include the following technical reports. These concise reports will summarize key issues and opportunities for the Davis General Plan, by topic.

**Community Health, Environmental Justice, and Equity Report.** R+A will prepare a background report on community health, environmental justice, and equity considerations in the city. This analysis will be used

to identify disadvantaged communities, which will be a cornerstone of other existing conditions analysis and support community health, environmental justice, and equity policy. The report will assess demographic, socio-economic, health, pollution burden, housing, and other conditions across the city and by neighborhood. Health topics that will be addressed may include life expectancy, physical activity levels, access to healthy foods, respiratory health, heart disease and other relevant data and indicators, where available.

**Land Use, Parks, Public Facilities, and Community Design Report.** R+A will prepare a land use and urban design existing conditions report that provides an overview of the existing and allowable land uses in the city, planned and proposed projects, growth projections, and the major urban design and public space characteristics. As part of this work, we will describe neighborhood character and public realm attributes. This report will establish baseline conditions for the alternatives and refinements to the land use designations. Topics that will be covered include:

- Existing land use map and table
- General Plan designations and zoning districts
- Growth projections and opportunity sites/areas
- Analysis of Measure J and Housing Element housing development capacity
- Urban design character map and city structure (e.g., gateways, community focal points, activity centers, views, topography)
- A summary of the number, location, and condition of parks, open space preserves, recreation trails, and recreational facilities
- The location of schools, public buildings, libraries, and other public uses in the city

As part of this task, R+A will also review pipeline and recently proposed and approved development projects, as valuable evidence of the development projects that current policy, regulation, and market economics are bringing to Davis. An understanding of projects that have been well received, projects that have been denied, and projects that have generated controversy will be useful to help the team understand community perspectives and the degree of fit or misfit between existing policies and regulations. This will provide a valuable base of information as land use and urban form alternatives are generated and evaluated and General Plan designations are developed for the city.

**Mobility Report.** Fehr & Peers will prepare a Mobility Existing Conditions Report. This task will entail the following document review, data collection, analysis, and documentation efforts to establish the baseline transportation system conditions in the City:

*Relevant Document Review:* Fehr & Peers will review the following relevant existing plans and studies:

- City-wide planning documents, including the current City of Davis General Plan, the 2013 Transportation Element, the Local Road Safety Plan, the Bicycle Action Plan, the Climate Action & Adaptation Plan, and the Short-Range Transit Plan
- Specific plans, including the Downtown Davis Specific Plan, the Gateway-Olive Drive Specific Plan, and the South Davis Specific Plan
- Corridor and location-specific plans, including the Reimagine Russell Boulevard Plan, the East Covell Corridor Plan, the Anderson Road Visioning Process, and the Davis Amtrak Access & Connections Study
- Regional plans, including the SACOG 2020 MTP/SCS, the SACOG Region Trail Network Action Plan, the Caltrans District 3 Active Transportation Plan, and the Caltrans I-80 Comprehensive Multimodal Corridor Plan



*Existing Vehicle Miles Traveled (VMT):* Fehr & Peers will provide 2022 estimates of home-based VMT per resident and home-based work VMT per employee for US Census Block Groups within Davis from their VMT+ tool. These estimates are derived from StreetLight Data mobile device and connected vehicle data. Fehr & Peers will also explore the possibility of the City utilizing the SACOG Replica dataset, which provides similar VMT metrics for local jurisdictions within the SACOG region.

*Existing Traffic Volumes:* Fehr & Peers will retain a data collection firm to collect 48-hour roadway segment traffic counts for up to sixty locations in Davis. Published count data from Caltrans and data derived from the Caltrans Performance Measurement System will be used to establish baseline traffic volumes on the State highway system in Davis. This data will be used to document existing peak hour and daily traffic volumes, and for travel demand model validation purposes in Task 3.4.

*Existing Transportation Facilities:* Fehr & Peers will document baseline conditions for roadway (number of travel lanes, posted speed limit, and functional classification), transit, bicycle, pedestrian, and truck route components of the transportation system based on existing and available data. The bicycle network will be categorized by Class I through IV. Information on current public transit services available in the city will be obtained from the relevant transit operators and/or the on-going Short Range Transit Plans being prepared by the City of Davis and YoloTD. Gaps in the pedestrian, bicycle, and transit system that represent major barriers to non-automobile travel will be documented.

*Existing Travel Patterns:* Fehr & Peers will summarize existing home-work commute patterns for workers who live and/or work in Davis based on the US Census LEHD database. Fehr & Peers will summarize origin-destination travel patterns for all trips based on the StreetLight Data dataset utilized in the City's Climate Action & Adaptation Plan. Fehr & Peers will also explore the possibility of the City utilizing the SACOG Replica dataset, which provides origin-destination information for local jurisdictions within the SACOG region.

*Safety:* Fehr & Peers will summarize collision history, high injury network (HIN), and other relevant safety information contained in the City's Local Road Safety Plan.

Fehr & Peers will prepare a Mobility Existing Conditions Report based on the information collected in this task, input from the City staff and Consultant Team, and knowledge of the local area, describing existing systems and services and identifying key issues and planning considerations that will be used to inform the Transportation Element update. Key issues will consider how to balance community values related to transportation with recent State of California legislation and expectations for reducing vehicle travel and related greenhouse gas (GHG) emissions (SB 375 and SB 743), incorporating the FHWA Safe Systems Approach and Vision Zero style policies (SB 932), incorporating complete streets policies (AB 1358), and managing truck routes/access (AB 98), among others. This effort will consider what the community wants to protect, avoid, and create with respect to how the transportation system should respond to General Plan related growth and change.

Fehr & Peers will prepare an administrative draft report for review by the R+A. Upon receipt of comments on the administrative draft, Fehr & Peers will make revisions and prepare a draft report for City staff review. Upon receipt of a single, consolidated set of City staff comments on the draft report, Fehr & Peers will make revisions and submit a final report to the City.

**Economic, Demographic, and Fiscal Existing Conditions Report.** BAE will prepare an Economic, Demographic, and Fiscal Existing Conditions Report. This overview of the Davis economic context will include data and analysis regarding the demographic characteristics of the Davis population and households (with and without UC Davis on-campus resident population) and the structure of the Davis



economy (with and without UC Davis on-campus employment), and local residential and non-residential real estate market conditions. It will also examine recent growth trends and anticipated population and employment growth within the city during the General Plan time horizon. Fiscal background information will include an overview of the City's current municipal budget structure, including key sources and uses of funds and trends in revenues and costs over time. Data sources will include the American Community Survey, CoStar, California Employment Development Department, California Department of Tax and Fee Administration, Esri, City Budget documents, and other sources as appropriate to develop a sound understanding of local economic and demographic conditions. To provide context for the City's demographic and economic characteristics, BAE will provide comparison data for Yolo County and California as a whole, for key data variables. The Economic and Demographic Conditions and Trends analysis will serve as a reference for integration of Economic Development and Fiscal considerations into the GPU with mandatory General Plan elements, rather than stand-alone optional elements. For example, information such as the anticipated rate of growth, key factors driving demand for development in various land use categories, and Davis's position within the regional market area will help to inform the Land Use element.

BAE will prepare an Administrative Draft Economic, Demographic, and Fiscal Existing Conditions Report for comment by R+A. Upon receipt of comments on the Administrative Draft, BAE will make revisions and prepare a Draft Economic, Demographic, and Fiscal Existing Conditions Report for City staff review. BAE will be available to discuss the Draft with City staff and R+A and to answer any questions. Upon receipt of a single, consolidated set of City staff comments on the Draft, BAE will make revisions as appropriate and submit a Final Economic, Demographic, and Fiscal Existing Conditions Report to the City.

**Natural Resources and Conservation Report.** ESA will prepare a natural resources and conservation existing conditions report that covers both natural resources such as biological, mineral and water resources and human environmental resources such as agricultural and cultural resources. The discussion of each topic will be supported by maps and graphics as well as tables/charts. Furthermore, each discussion will rely on a desktop analysis; no onsite surveys/investigations will be conducted. Specific resource topics to be covered in the report are listed below along with a brief discussion of the scope for each topic.

*Agricultural Resources and Soils:* Agricultural and soil resources in and adjacent to the Davis Planning Area will be described using the most recent information from the California Department of Conservation Farmland Mapping and Monitoring Program (FMMP) and this information will be graphically depicted along with soil types and their agricultural characteristics. Furthermore, land under Williamson Act contracts in and adjacent to the Davis Planning Area will also be described and graphically depicted. Finally, adverse effects of soil erosion, compaction, stratification, and how these effects are avoided or minimized will also be discussed.

*Biological Resources:* Current information on biological communities and habitats, species distributions, and relevant regulations will be used to describe biological resources in the Davis Planning Area. A discussion of the biological resources setting within the City of Davis will be included and special-status species with potential to occur within the Davis Planning Area will be identified. Natural areas and open space identified by the City and in other conservation planning documents such as the Yolo Habitat Conservation Plan/Natural Communities Conservation Plan will also be discussed.

*Cultural Resources:* This topic area will cover both historic architectural resources and archaeological resources/tribal cultural resources. The development history of Davis and its architectural characteristics will be described and the efforts the City has taken to manage historic resources in

the city will be summarized. Reference to its status as a Certified Local Government will also be made. Furthermore, the sensitivity to encounter Native American and historic-era archaeological resources will be described and efforts the City has taken to manage archaeological resources will be discussed. Specific locations of archaeological and tribal cultural resources are confidential; however, ESA will provide a general framework for the locations of heightened sensitivity based on environmental factors, such as geology, soils, water, and slope. This scope does not include consultation with local Native American tribes; it is assumed that City staff will initiate and conduct tribal consultation.

*Energy:* Energy resources in the city along with existing energy conservation efforts and adopted energy conservation and resiliency plans and actions will be summarized. ESA will investigate and then describe the City's existing energy resources (e.g., sources of energy), renewable energy targets and strategies, energy efficiency goals and achievements, and related background information. This discussion will rely heavily on the City's 2020-2040 Climate Action & Adaptation Plan (CAAP) and energy conservation policies in the 2021-2029 Housing Element since both plans were adopted recently, although ESA staff will also seek updated information on local energy resources and conservation efforts to supplement recent City efforts.

*Mineral Resources:* Mineral resources that may be present within the Davis Planning Area will be described based on information from the California Geological Survey (CGS) (aggregate), U. S. Geological Survey (USGS) (metals and other resources), and the California Geologic Energy Management Division (CalGEM) (oil and natural gas).

*Paleontological Resources:* Paleontological resources that may be present within the Davis Planning Area will be described based on information from the University of California Museum of Paleontology Natural (UCMP). The precise locations of paleontological resources will be kept confidential, and thus a map will not be prepared showing precise locations. Instead, a text discussion and a table will be prepared that identifies the kinds of paleontological resources that have been encountered within and near the Davis Planning Area, and the geologic units known to occur within and near the City of Davis that are known to have contained paleontological resources.

*Water Resources:* Surface water, water quality, stormwater runoff, and groundwater resources within the Davis Planning Area will be briefly described. ESA will use readily available information and data from local sources such as the City of Davis's 2021 Urban Water Management Plan (UWMP), Woodland Davis Clean Water Agency (WDCWA), the Yolo County General Plan, the Yolo Subbasin Groundwater Agency (YSGA), the Yolo County Flood Control & Water Conservation District (YCFCWCD), and data from the AquaHawk online portal (for water use), among other sources.

*Materials, Solid Waste and Recycling:* Solid waste collection and recycling services will be briefly described. As all non-recyclable waste generated by the City continues to be disposed of at the Yolo County Central Landfill, this facility will be described and the existing daily and design capacities for the facility will be reported along with its remaining capacity and estimated date of closure. Existing solid waste and recycling programs will also be described.

ESA will prepare an administrative draft report for review by R+A. Upon receipt of comments on the administrative draft, ESA will make revisions and prepare a draft report for City staff review. Upon receipt of a single, consolidated set of City staff comments on the draft report, ESA will make revisions and submit a final report to the City.

**Safety and Climate Change Report.** Atlas Planning will prepare a Safety and Climate Change background report, which is anticipated to cover the following topics: seismic hazards, geologic hazards, flooding and dam inundation, wildfire, and severe weather phenomena that may impact the City's residents and businesses. Using existing readily available quantitative and qualitative data and information from the US Geological Survey (USGS), California Geological Survey (CGS), California Board of Forestry and Fire Protection (Cal FIRE), and Federal Emergency Management Agency (FEMA), this report will identify the relevant conditions that may affect future development conditions and constraints. Key new elements addressed within this report include climate change/adaptation in compliance with SB 379 requirements and evacuation constraints analysis identifying single ingress/egress conditions consistent with SB 99.

Atlas Planning will prepare an administrative draft report for review by the R+A. Upon receipt of comments on the administrative draft, Atlas Planning will make revisions and prepare a draft report for City staff review. Upon receipt of a single, consolidated set of City staff comments on the draft report, Atlas Planning will make revisions and submit a final report to the City.

**Air Quality and Noise Report.** Illingworth & Rodkin, Inc. (I&R) will prepare an air quality and noise existing conditions report. A brief discussion of the scope for each topic follows:

*Air Quality:* I&R will describe existing air quality conditions in terms of pollutant concentrations, published emissions data, and anticipated emission trends. The California Air Resources Board (CARB) provides summaries of air pollutant data and emissions as well as several models that can be used to forecast emissions. I&R will research and then describe the city's existing emission sources and strategies to reduce emissions, relying heavily on the City's 2020-2040 Climate Action & Adaptation Plan (CAAP). I&R will identify sources of air pollution and toxic air contaminants (TACs) in the city. Primary sources are traffic, rail and facilities permitted by the Yolo-Solano Air Quality Management District. Areas where exposures to these contaminants may be unhealthy per CARB and air district guidance would be identified.

*Noise:* I&R will document existing noise levels in the city through a noise monitoring survey. Noise measurement locations will be selected to quantify noise levels in areas that have not been recently documented, in developing areas, or in other areas that have been problematic in the past. A data report including a discussion of measured noise levels throughout the city will be presented upon completion of the monitoring survey. Our firm utilizes SoundPLAN to model and graphically display transportation-related noise sources and stationary noise sources. SoundPLAN produces a "noise map." Existing noise contour data for highways and freeways and primary arterials and major collector streets (minimum 10,000 ADT) will be calculated based upon the data collected during the existing conditions monitoring survey and traffic data provided by Fehr & Peers. We will prepare the noise contour map in terms of Ldn in increments of five decibels down to 60 dBA Ldn. A Noise and Vibration Baseline Conditions Report will be prepared and will include descriptions of the major transportation sources and stationary noise sources in Davis, summarize current noise policies set forth in the existing General Plan, other noise regulations set forth in the Zoning Ordinance and Municipal Code, describe the noise monitoring survey results, present tabularized noise exposure contours and the existing conditions noise contour map. The Baseline Report would provide general discussions regarding construction noise, aircraft noise, and rail noise. The Report will also summarize current information on ground vibration thresholds, summarize the existing vibration environment, and discuss any changes to the rail systems.

I&R will prepare an administrative draft report for review by R+A. Upon receipt of comments on the administrative draft, I&R will make revisions and prepare a draft report for City staff review. Upon receipt

of a single, consolidated set of City staff comments on the draft report, I&R will make revisions and submit a final report to the City.

- **Task 3.3 Public-Facing Existing Conditions Summary Report**

Following the completion of Task 3.2, R+A will prepare a public-facing version of the technical analysis as either a less than 20-page executive summary or PowerPoint presentation. This deliverable will include a summary of findings, key issues, and opportunities across all reports.

- **Task 3.4: Commission and Council Subcommittee Meetings – Existing Conditions Overview**

R+A will meet with six commissions and facilitate one Council Subcommittee meeting to provide an overview of the existing conditions reports, with a focus on the factors impacting growth and the overall quality of life in the city. The team will tailor findings relevant to each commission and ask commissioners to provide feedback and ideas on how to address key issues presented in the reports. This task assumes up to seven total meetings: six commission and one Council Subcommittee meeting. Council Subcommittee meetings are assumed to be virtual.

- **Task 3.5: VMT Threshold Development**

Fehr & Peers will guide the City through implementation questions related to VMT analysis methodologies, significance thresholds, and feasible mitigation measures considering the various options outlined in the Fehr & Peers comprehensive General Plan flowchart for SB 743 implementation. Fehr & Peers will identify screening options for projects, including screening those identified in the CEQA Guidelines (e.g., General Plan consistency under Section 15183) and the OPR Technical Advisory on Evaluating Transportation Impacts in CEQA. Mitigation measures will be based on the California Air Pollution Control Officers Association (CAPCOA) Handbook for Analyzing Greenhouse Gas Emission Reductions, Assessing Climate Vulnerabilities, and Advancing Health and Equity (the CAPCOA GHG Handbook).

Fehr & Peers will prepare a technical memorandum summarizing the outcome of the SB 743 implementation process, including descriptions of applicable analysis methodologies, screening options, significance thresholds, and feasible mitigation measures.

- **Task 3 Deliverables**

- Existing Conditions Reports (Admin Draft and Final Draft)
  - Land Use and Urban Design Report
  - Mobility Report
  - Market Study and Demographic Conditions Report
  - Health and Equity Report
  - Community Health, Environmental Justice, and Equity Report
  - Natural Resources and Conservation Report
  - Safety and Climate Change Report
  - Air Quality and Noise Report
- Existing Conditions Summary Report (Admin Draft and Final Draft)
- PPTs for Commission and Council Subcommittee (Admin Draft and Final Draft)
- VMT Threshold Memo (Admin, Second Admin, Final Draft)

- **Task 4: Citywide Visioning**

During the Discovery and Listening phase, the R+A team will initiate a significant community engagement effort using the methods described in Task 2. The purpose of this effort will be to confirm key issues, to hone in on an overall city vision, and to develop guiding principles or core values within the context of the project outcomes defined in Task 1.4. In addition, the R+A team will identify the key General Plan strategies to implement the vision.

- **Task 4.1: Vision and Key Issues**

Based on input from the public, elected officials, and City staff, R+A will define a community vision and a set of guiding principles (or values) to guide the GPU. The vision and guiding principles will supplement and clarify the existing vision and direction in the current General Plan.

As part of this task, R+A will develop a list of citywide and neighborhood issues and opportunities from the engagement process and existing conditions analysis. This list will be organized by topic and will be used to guide the development of policy alternatives in Task 5.

- **Task 4.2: Key Strategies**

The R+A team will summarize the overall major components (or “big ideas”) that the General Plan will put forward to meet the project outcomes. This could include areas of the city to focus new development (such as the Downtown), natural areas that could be enhanced, major transportation improvements, or new policy directions. This information will be presented to the City Council to approve the plan direction prior to moving forward into more detailed analysis and policy development.

Building off the work in Tasks 2 and 3, the R+A team will prepare a map that identifies areas in the city where incremental change is anticipated (areas of change) and areas in which transformational change is envisioned (areas of transformation). These will be coordinated with existing City efforts such as Downtown Davis Specific Plan, or other potential change areas such as retail shopping centers.

- **Task 4.3: City Council Meeting – Vision and Existing Conditions**

R+A will conduct a meeting with City Council to discuss and confirm key issues, the vision statement and guiding principles, key strategies, and as needed review key findings from the existing conditions reports.

- **Task 4 Deliverables**

- Vision and Key Issues Memo (Admin Draft and Final Draft)
- Key Strategies Document (Admin Draft and Final Draft)
- City Council meeting materials (Draft and Final presentation)

- **Task 5: Land Use Concepts**

A critical component of the GPU is development of the Land Use and Mobility Plan, revising the existing General Plan Land Use map, land use designations, and Mobility Element maps to meet evolving community needs. The R+A team will lead the Commissions and community through a stepwise process in Task 5 and Task 6 as illustrated in Figure 2.

High-level land use concepts will be developed with the Planning Commission. These high-level concepts will explore land use pattern, footprint, and density and will help initiate discussion about housing and commercial needs and trade-offs. Concepts will be reviewed with each Commission, the GPC, and the City Council before initiating development of detailed alternatives in Task 6.

- **Task 5.1: Planning Commission and Council Subcommittee Meetings – Define Land Use Concepts**

R+A will facilitate a series of discussions with the Planning Commission and City Council Subcommittee on land use. The R+A team will work with the Planning Commission and City staff to develop up to three high-level land use concepts that take the realities of expected housing growth needs (e.g., RHNA) into account for the upcoming cycles and balance this with commercial land needs. The alternatives will be developed at a very high level and vary by development pattern, level of infill vs. peripheral growth, and density. This task will include two meetings with the Planning Commission and one separate City Council Subcommittee meeting to define and refine the land use concepts within the context of the project outcomes. Council Subcommittee meetings are assumed to be virtual.

- **Task 5.2: Land Use Concept Diagrams**

Based on direction from the Planning Commission, R+A will diagram up to three high-level land use concepts. These various scenarios will express alternative futures, with differing focused locations for change, varying densities, and different amounts of development. These concept maps will be used with commissions, GPC, and Council to support discussion.

- **Task 5.3: Commission and GPC Meetings – Land Use Concepts**

R+A will meet with five commissions and facilitate one GPC meeting to provide an overview of the land use concepts and solicit feedback. The team will tailor findings relevant to each commission and ask commissioners to provide feedback and ideas on the concepts from their perspective. Feedback from the commission meetings will be consolidated and shared with GPC. Feedback from the GPC will be shared with the City Council.

- **Task 5.4: City Council Meeting – Land Use Concepts**

R+A will conduct a meeting with City Council to discuss and confirm land use concepts to develop and analyze further in the alternatives. Once confirmed, this early framework will allow the R+A team to develop specific land use change and mobility improvements alternatives in Task 6.

- **Task 5 Deliverables**

- Up to three land use concept diagrams
- Commission, Planning Commission, GPC, and City Council meeting materials (Draft and Final presentation)

- **Task 6: Land Use and Mobility Alternatives**

Once the land use concepts have been reviewed and vetted in Task 5, the R+A team will initiate Task 6 and develop land use and mobility alternatives for community discussion. These alternatives will illustrate specific land use changes and mobility improvements. Those alternatives will be reviewed through neighborhood and stakeholder meetings, student engagement, community workshops #2-3, pop-up events, and online survey #2.

Community feedback on the alternatives will be consolidated into revised General Plan Land Use map, land use designations, and Mobility Element maps to be reviewed and confirmed by Planning Commission, GPC, and City Council. At the conclusion of Task 6, the City will be able to initiate the EIR process.

- **Task 6.1: Team Charrette/Working Meetings**

Using the land use concepts to guide discussion, key members of the R+A team, along with City staff, will hold up to two virtual working meetings to refine conceptual ideas, develop land use and transportation

alternatives, and advance work on Task 5. Based on this working meeting, the team will be able to prepare alternatives as identified in subsequent tasks.

- **Task 6.2: Refine Land Use Designations**

R+A will refine land use designations, building off the current General Plan designations and Zoning Code districts. Based on new State regulations and court case law, the city's land use designations and zoning districts will need to be consistent, especially with housing and residential mixed-use districts. Thus, there may be a reworking of the existing land use designations so that they are specifically aligned with the zoning districts from an intensity/density standpoint. The draft land use designations will be presented in a summary matrix and will be the basis for the land use alternatives later in this task.

- **Task 6.3: Residential Feasibility Analysis**

BAE will prepare a development feasibility analysis for up to four residential development prototypes that are representative of the types of residential development that the City may anticipate within the General Plan time horizon. Preliminarily, this might include:

- Downtown high-density mixed-use housing/commercial
- Non-downtown infill medium-density residential
- Non-downtown infill high-density residential
- Peripheral residential low-density residential

BAE will work with R+A and City staff to define the four residential development prototypes, including basic project parameters, such as project density, site size, number and type of units, parking type, etc. BAE will then conduct research to develop necessary feasibility modeling inputs, such as development costs, operating costs, and rental rates/sales prices that are tailored to the development type and location type within the city. BAE will then construct a pro-forma development feasibility model for each project prototype to estimate the financial feasibility of each under current economic/market conditions. The modeling results, along with analysis of sensitivity of the model results to modification of key modeling inputs will provide an understanding of the viability of different residential land uses that could be considered for emphasis in the updated Land Use Element and what variables the City could try to influence in order to encourage the desired development types.

BAE will prepare an Administrative Draft Residential Feasibility Report for comment by R+A. Upon receipt of comments on the Administrative Draft, BAE will make revisions and prepare a Draft Residential Feasibility Report for City staff review. BAE will be available to discuss the Draft with City staff and R+A and to answer any questions. Upon receipt of a single, consolidated set of City staff comments on the Draft, BAE will make revisions as appropriate and submit a Final Residential Feasibility Report to the City.

- **Task 6.4: Prepare Land Use Alternatives for Community Discussion**

R+A will prepare up to three land use and design alternatives that vary in terms of allowed land use, location of development, density or intensity, and pattern of development. Each alternative will be illustrated through a series of graphics (printed maps, precedent photos of representative character, analytics, and descriptive text). Key topics related to the physical structure of the city include:

- *Areas of Change:* Key areas of town that may see transformational change, these interest areas include West Covell Boulevard, the 80 Freeway corridor, as well as integrating the Downtown Davis Specific Plan.
- *Sphere of Influence and Potential Annexation:* The alternatives will examine whether adequate growth can be accomplished within the existing City limits or whether annexation should be pursued in the SOI or beyond in potential expansion areas.

- *Building Design/Character:* Where intensification or other major changes to land use regulations are being considered, precedents will be provided to illustrate what new development could look like.

The information will be summarized in a technical memorandum for staff and will be presented to the public at workshops, pop-up events, piggyback meetings with neighborhood groups, and through online engagement.

As part of the alternative's preparation, the R+A team will conduct an analysis of the various land use alternatives. The analysis will result in metrics that compare the alternatives in terms of transportation, health, environmental, and economic outcomes. These results, qualitative and quantitative, will be compared to project outcomes defined in Task 1.4. Specific topics that will be addressed in the alternatives analysis include land use mix, including land use by type and intensity; number of parks and open space and parkland ratios; and development in critical environmental areas such as areas subject to wildfires or flooding.

*Transportation Considerations.* The transportation alternatives assessment will complement the land use update by providing an iterative scenario-based approach for considering different options. The scenarios will be developed to explore how well different land use and transportation options balance community values with the inclusion of the State-required housing allocation, quality of life, and economic prosperity.

Fehr & Peers will provide a qualitative assessment of up to three alternatives. Fehr & Peers will develop a matrix-level assessment of mobility performance for each alternative regarding their alignment with the City's mobility goals, community values, and State requirements. This high-level assessment will help to frame the trajectory of transportation investments as input to more programmatic capital budgeting going forward. Developing the alternatives will include time for internal brainstorming sessions with the R+A Team. Fehr & Peers will provide input on key policy strategies for the preferred alternative.

- *Economic Considerations.* BAE will review the land use alternatives and analyze them in relation to findings from the Economic, Demographic, and Fiscal Existing Conditions and Residential Feasibility Reports. BAE will qualitatively evaluate the land use mix in each land use alternative for responsiveness to findings from the Economic, Demographic, and Fiscal Conditions report, including development capacity in relation to expected demand for new development in various land use categories. For the fiscal component, relate the land use plans to findings from the fiscal existing conditions analysis, in consultation with City staff to assess the likely fiscal impacts of each of the three alternatives, considering whether the buildout of each alternative would be expected to generate any disproportionate service cost increases or revenue increases, which might contribute to long-term fiscal deficits or surpluses, recognizing that the alternatives are likely to reflect infill development patterns given the constraints of Measure J/R.
- **Task 6.5: Revised General Plan Land Use Map and Growth Projections**

Based on public outreach, the alternatives analysis, input from City staff, and input from the Planning Commission and City Council, the project team will prepare a final land use approach for the city. The Revised General Plan Land Use map will be reviewed and approved by City staff, the Planning Commission and City Council.

R+A, with support from BAE will prepare growth projections for the City based on realistic market conditions, availability of land, and community considerations.



- **Task 6.6: City Council, GPC, and Planning Commission - Revised General Plan Land Use Map**

The Planning Commission, GPC, and City Council will each review and confirm the Revised General Plan Land Use map and growth projections. The City and team will seek confirmation on the preferred land use direction to initiate the next phase of work on policy development and the EIR.

- **Task 6.7: Emergency Evacuation Analysis**

As part of the General Plan Update, R+A team members Atlas Planning and Fehr & Peers will conduct an emergency evacuation analysis of the preferred alternative intended to comply with AB 747 and AB 1409. In compliance with these requirements, an evacuation assessment that identifies at least two emergency response scenarios will be developed, which will include emergency evacuation locations. As part of the analysis, the assessment will identify evacuation routes and their capacity, safety, and viability under a range of emergency scenarios. A key input for this analysis will be the SB 99 mapping conducted in Task 3.2.

Fehr & Peers will meet with the Atlas Planning and City staff to identify critical evacuation routes that are sensitive to key hazard areas, and that are identified as being most important for the evacuation of evacuation zones. This scope anticipates that up to ten key roadway segments will be identified as critical evacuation routes.

Fehr & Peers will work with the City on an analysis methodology to identify the likely amount of time required for each of the areas with limited accessibility (identified above) to evacuate. To assist with the evacuation time estimates, Fehr & Peers anticipates using the attribute information (number of travel lanes, roadway classifications, etc.) from the City of Davis/UC Davis travel demand model to inform the capacity assessment. Fehr & Peers also anticipates using travel demand model land use data to determine the household and population that may need to be evacuated from key zones. The results of this analysis will be used to test their scalability in the area (i.e., how is evacuation time affected by multiple zones requiring evacuations), but also test potential evacuation scenarios that could occur in the city. Given the infinite number of scenarios that could occur, Fehr & Peers will work with the R+A team, the City Traffic Engineer, and the Fire Department to assess key considerations for up to two likely evacuation events. These events could include wildfire, earthquakes, flooding, landslides, and/or significant infrastructure failure. Although travel demand model attributes will be used to assess evacuation trips on the network, Fehr & Peers' assessment will be high level and will generally review hourly evacuation capacities on key corridors during those evacuation events. This capacity assessment is consistent with AB 747 requirements and is a planning level assessment.

Fehr & Peers will use the two likely evacuation events to develop recommendations that focus on potential circulation constraints and capacity issues. This could include improved emergency response time, increased notifications, evacuation drills for residents, and/or improved infrastructure or transportation management to aid with evacuation (e.g., improved roadway network connectivity in some areas, contra-flow lanes, staging areas to connect with multi-modal routes). These recommendations will be discussed with Atlas Planning and City staff and Fehr & Peers will update the recommendations, if needed, based on one round of compiled comments.

- **Task 6 Deliverables**

- Team working meeting materials, including PPTs and agendas as needed
- Up to three land use/design alternatives
- Alternatives analysis summary in PPT
- Preferred land use, mobility, and growth projections, memo

- City Council, GPC, and Planning Commission meeting materials (Draft and Final presentation)
- Emergency evacuation analysis memo (admin and final)
- Residential Feasibility Analysis (Admin and Final Draft)

## • Task 7: General Plan Preparation

### • Task 7.1: General Plan Outline and Structure

R+A and all team members will work with the City to prepare a detailed outline of the General Plan, including topics and sub-topics. This process will also include a discussion of overall tone and format, the language to be used to write the goals and policies, desired look and feel, and other document design decisions.

### • Task 7.2: Admin Draft General Plan

The Admin Draft Plan brings together the work of all earlier tasks, and will include the following chapters:

#### • *Introduction and Context*

This chapter will describe the context of the General Plan update, including an overview of the community engagement process and instruction for how to use the plan.

#### • *Vision and Guiding Principles*

This chapter will include an updated vision statement, guiding principles and (if needed) a vision map and description of the major components of the General Plan. This chapter will serve as the “executive summary” of the plan.

#### • *Land Use and Community Design*

The Land Use Element will integrate land use regulations with the overall vision for the built form of Davis. Several topics from the City’s current General Plan will be folded into this Element, which will include:

- Land use designations
- Growth Management
- Neighborhood preservation
- Urban design, such as gateways and views
- Design guidance to preserve community character (examples are building character, building locations, relationship between corridor development and adjacent residential areas, etc.)
- Guidance for specific areas (shopping center revitalization)
- Economic and business development (e.g., targeted locations for job growth; land use policies to streamline new commercial development in desired locations; economic resilience and diversity)
- Public facilities and services (schools, public buildings, and services)
- Regional coordination
- Other topics as needed

#### • *Mobility*

Fehr & Peers will prepare an updated Transportation or Mobility Element, with emphasis on incorporating Complete Streets policies, reflecting new General Plan guidelines, incorporating new policies related to vehicle miles of travel (VMT), transportation safety, multimodal options, emergency evacuation network resiliency, and considerations about emerging transportation technologies. Fehr & Peers will prepare figures to illustrate circulation diagrams and other relevant graphics.

- *Safety*

Preparation of the Safety Element will include policies related to natural and human-caused hazards consistent with Government Code Section 65302 (g). It is expected that the hazards of greatest concern for the city will be seismic and geologic hazards, flooding (as it relates to the CVFPP and DWR requirements, climate adaptation, and emergency evacuation. As part of this update, the R+A team will also ensure the city addresses extreme heat which is the latest requirement adopted by the legislature and signed by the governor. These hazards, in addition to relevant hazards addressed in the City's hazard mitigation plan annex that is included in the Yolo County MJHMP will be ensure compliance with AB 2140.

- *Community Health, Environmental Justice, and Equity*

R+A will draft goals and policies that address issues uncovered during the existing conditions and community engagement phases of work. The topics may include policies that address health equity, economic development, education, and housing disparities, establishing policies that reduce environmental burden, and creating strategies to address the underlying or root causes of inequities. These include, but are not limited to:

Promotion of public facilities/services, healthy food access, safe and sanitary homes, and physical activity

Reduction of pollution or hazard exposure, highway proximity, improvement of air quality, ground or water contamination, noxious land uses, and similar concerns.

Underrepresentation of disadvantaged groups in public decision-making and other forms of civic engagement.

- *Open Space and Parks*

R+A and ESA will develop policies related to parks and recreation facilities, including:

Improvements to existing parks and open spaces

Identification of new facility needs

Funding for new parks and open spaces

Improving safe access to parks for residents

Park equity, to ensure that all residents have equal access to park

Provision of recreational programs for residents of all ages, especially youth and seniors

Urban ecology in parks and open spaces

- *Noise*

I&R will aid the City in updating applicable noise and vibration related policies in the General Plan. I&R will identify potential noise issues or conflicts with the City's current policies and suggest improvements. I&R will provide technical assistance for and peer review of the Noise Element. Policies will be removed, revised, or added as necessary to reflect the staff's past experience and to reflect anticipated changes in the city.

- *Conservation*

ESA will draw upon long-established principles and priorities contained in the currently adopted Davis General Plan to draft goals and policies for each resource topic covered in the natural resources and conservation background report. Existing goals and policies will be examined to decide if they are still applicable and revised if necessary. More goals and policies will also be provided to address new issues that have arisen since the previous update to the City's general plan. It is assumed that most goals and policies from the current General Plan will be carried over to the updated conservation element and only minor updates to existing goals and policies or a relatively limited number of additional goals and policies

will be needed. Furthermore, the goals and policies for each resource topic will be prefaced with a summary of existing conditions for the topic found in the natural resources and conservation background report.

- **Implementation**

The R+A team will prepare a stand-alone implementation program. The program will enumerate expected physical improvements, necessary plans and studies to complete, and on-going programs necessary for the continuing implementation of the General Plan. For each, we will include a description of the activity, the responsible department, and the implementation period. The information will likely be presented in table format. The implementation program will be developed in conjunction with the goals and policies in each element.

- **Task 7.3: Commission and Council Subcommittee Meetings – Policy Development**

R+A will meet with six commissions and facilitate one Council Subcommittee meeting focusing on key General Plan policy. The team will tailor findings relevant to each commission and ask commissioners to provide feedback on key policy options. This task assumes up to seven total meetings: six commission and one Council Subcommittee meeting. Council Subcommittee meetings are assumed to be virtual. GPC meetings, scoped in Task 2.6, will follow commission meetings.

- **Task 7.4: Second Admin Draft General Plan**

Based on consolidated comments from City staff on the Admin Draft General Plan, the R+A team will prepare a Second Admin Draft General Plan. This draft will include all maps and images for City review.

- **Task 7.5: Public Draft General Plan**

R+A will prepare a Public Draft of the General Plan based on minor, editorial, and formatting comments provided by staff's review of the Second Admin Draft. This will be the version that will be presented to the community, commissions, and the City Council during the public review process.

R+A, working closely with City staff, will create a comments matrix to track all the comments received on the General Plan with a brief statement of how each will be addressed in the final General Plan. The Public Draft General Plan, with the matrix / errata of edits recommended by the team and city staff, will be presented to the Planning Commission and City Council during the hearings process.

- **Task 7.6: Commission, City Council, and Council Subcommittee Meetings – Public Draft General Plan**

R+A will meet with six commissions, facilitate one Council Subcommittee meeting, and the City Council on the draft General Plan. The team will tailor findings relevant to each commission and solicit feedback on the Public Draft General Plan. This task assumes up to seven total meetings: six commission and 1 Council Subcommittee meeting. Council Subcommittee meetings are assumed to be virtual.

- **Task 7.7: City Council and Planning Commission Hearings**

R+A team members will prepare for and attend up to two (2) hearings before the Planning Commission and City Council to review and adopt the General Plan. R+A will prepare a brief 25 slide PowerPoint. We will make minor modifications to the PowerPoint prepared for the Planning Commission meeting.

- **Task 7.8: Final Draft General Plan and Data Transfer**

Based on final comments from the community, commissions, Planning Commission, and City Council during the public review and hearing process, R+A will prepare the Final General Plan. Our assumption is that only minor editorial changes will be needed to finalize the document.

- **Task 7 Deliverables**

- General Plan outline
- City Council and Commission meeting materials (Draft and Final presentation)
- General Plan – Admin, Second Admin Draft, Public Draft and Final
- City Council and Commission hearings PPT (Draft and Final)

- **Task 8: General Plan Implementation**

- **Task 8.1: Zoning Code Consistency Analysis**

R+A will evaluate the General Plan and identify how zoning regulations would need to be amended to implement the land use designations, policies, and programs related to zoning and prepare a short report summarizing the findings. The report will identify sections of the current code that should be retained, amended, or discarded and new sections that are needed to implement the General Plan or to improve clarity and user-friendliness. The report will indicate what changes will need to be made to current regulations to implement the General Plan, including base and overlay districts, development standards, use regulations, and administrative procedures.

- **Task 8.2: E-Plan**

R+A, working closely with staff, will convert the General Plan into an online e-plan. This will be like the e-plans R+A has prepared for the City of Palmdale General Plan, and the City of Thousand Oaks General Plan. The e-plan will provide synthesized content, focusing on General Plan goals, policies, and maps in a user-friendly format. R+A will work with city staff to outline the website, then create a prototype that allows for review and revision, prior to production of the e-plan website. At the completion of the GPU, R+A will transfer the website platform permissions to the City of Davis for continued management.

- **Task 8 Deliverables**

- Zoning Consistency Analysis Memo (Admin and Final)
- E-Plan (Wireframe, Prototype, and Public Draft)

- **Optional Tasks (Budgeted Separately)**

- **Optional Task 1: Extension of Staff**

To support City staff in the preparation of the General Plan, the following defines the roles and responsibilities R+A staff could take on to support the GPU update process. These include:

Coordinate with City staff from other departments, providing regular project updates, facilitating deliverable review, and coordinating internal staff working meetings;

Draft staff reports and package attachments related to the General Plan for City Council meetings and hearings;

Consolidating comments from City staff on deliverables;

Responding to requests for information from community members, community partners, and businesses about the GPU;

Meeting with community members, organizations, and neighborhood groups both formally and informally throughout the process;

Coordinate community meeting logistics, including confirming calendars, securing facilities, and coordinating A/V, room layout, refreshments, and childcare. Act as liaison between City, team, and facility; and

Coordinate with City PIO/communications staff to maintain manage project website content and coordinate email, social media, and other external communications.

Specific roles and responsibilities this position would not take on include:

Oversee project budget and review / approve team invoices;

Coordinate City Council and Commission meeting logistics, including coordinating date and agenda with City Manager, uploading materials into the gov delivery, and participating / representing City staff at the meeting;

Directing Community Development staff in collecting and sharing information with the project team; and

Reviewing and responding to consolidated comments on deliverables.

*Estimated cost:* Based on these roles and responsibilities, we estimate approximately one day per week for two years would be devoted to this effort. We anticipate this role to be done largely remote, though in-person time at City Hall is anticipated at the onset of the project and when it aligns with other in-person meetings or events. Using a discounted rate of \$162 per hour (\$190 x 15% discount), the cost would be approximately \$120,000 for two years.

- **Optional Task 2: Fiscal Impact Analysis for Alternatives**

As an optional task, BAE can work with R+A and City staff to scope a full quantified fiscal impact analysis for one or more Land Use alternatives (and/or the preferred alternative) and/or for specific annexation scenarios that the City may wish to evaluate. This optional task would build on the fiscal background information that will be included in the Existing Conditions report. For a full fiscal impact analysis, BAE would work with City staff to tailor an update of the City's fiscal impact model to the specific characteristics of the alternative(s) or development scenario(s) that the City would like to consider. BAE would then develop the required inputs to the fiscal model to project the increased General expenditures and costs, and net General Fund impact from the selected scenarios.

BAE will evaluate the residential development mix included within each alternative and provide a qualitative assessment of the likely financial feasibility of the residential land use components, based on findings from the Residential Feasibility Report, along with any recommendations for how the City might be able to enhance development feasibility of the desired residential development types in cases where market feasibility under current conditions is questionable.

*Estimated cost:* Additional costs for the optional fiscal analysis would range between \$17,100-\$19,250 for a quantified analysis of a single scenario to approximately \$43,000 for quantified analysis of three alternatives, depending on the specific requests.

- **Optional Task 3: VMT and LOS Analysis of the Alternatives**

Fehr & Peers will quantify the transportation effects of up to three alternatives. Relative merits and disadvantages of the alternatives will be assessed, and a short report will be prepared discussing the findings and implications.

To evaluate the General Plan alternatives policies, transportation projects, and land use programs, Fehr & Peers will apply the updated City of Davis/UC Davis travel demand model described in Task 3.4. As part of the modeling process, the City of Davis and Raimi will develop the transportation network inputs and all

land use, demographic, and socioeconomic forecast inputs for each alternative by TAZ based on variable specifications provided by Fehr & Peers. Additionally, UC Davis will provide transportation network inputs and all land use, demographic, and socioeconomic forecast inputs for the 2050 horizon year by TAZ based on variable specifications provided by Fehr & Peers. Input data will be provided in digital format to Fehr & Peers database and GIS specifications. Prior to conducting the model runs for each alternative, Fehr & Peers will confirm the growth totals do not create imbalances in regional travel demand (i.e., too many jobs to be supported by the residential population). If anomalies are identified, Fehr & Peers will coordinate with City staff and Raimi on appropriate remedies.

Once all the model related input files are reviewed and confirmed, Fehr & Peers will run the initial three alternatives. Fehr & Peers will prepare the following metrics to assess the performance of each alternative:

- Total lane miles by functional classification
- Total person trips by mode
- Vehicle hours of travel (VHT)
- Vehicle hours of delay (VHD)
- VMT, which will include multiple metrics (see below for added details)

For the VMT forecasts, Fehr & Peers will coordinate with City staff and Raimi to verify all the metrics needed for the General Plan. At a minimum, metrics are anticipated to include total VMT generated by trips with at least one trip end in the city (passenger and commercial vehicle trips/VMT will be separated), total VMT within the City limits, household generated VMT per resident, work tour VMT per employee, and total regional VMT. The VMT forecasts will also account for trip lengths outside the model boundary.

*Estimated cost:* Additional costs for the optional VMT and LOS would be approximately \$105,000.

- **Optional Task 4: Travel Demand Model Development**

Fehr & Peers will develop an updated City of Davis/UC Davis travel demand model for use in evaluating the General Plan land use program as well as for future CEQA and other planning efforts as needed. The model will tier off the new Sacramento Area Council of Governments (SACOG) SACSIM model being developed for the SACOG 2025 Blueprint Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS) and anticipated for public release in late 2024.

Fehr & Peers will update the model to provide a new base year and horizon year as follows:

- 2025 Base Year
- 2050 Horizon Year (consistent with the 2025 Blueprint horizon year)

The current City of Davis/UC Davis travel demand model was prepared in support of the UC Davis 2018 Long Range Development Plan and has a 2016 base year and 2030 and 2036 horizon years. The current local model only includes the land uses and transportation network information within the City of Davis and UC Davis campus and is typically applied to derive local traffic volume, vehicle miles traveled (VMT), and other transportation system performance metrics. However, the current local model lacks detailed land use and transportation system information for jurisdictions outside of Davis, and thus has limitations for regional-level analyses (e.g., residential VMT per capita comparisons between a land use project in Davis and the SACOG region).

Updating the City of Davis/UC Davis model to tier off the SACSIM model provides the following benefits:

- Allows for regional-level analysis of local land use and transportation system projects.
- Aligns the local model with future 2050 horizon year regional land use and transportation system changes identified in the 2025 Blueprint.

- Incorporates up-to-date model inputs from SACOG.
- Better captures outside-of-region travel demand and VMT. This is particularly important for Davis given its location on the edge of the SACOG region and SACSIM model boundary.

Fehr & Peers will complete the following tasks to update the City of Davis/UC Davis travel demand model:

#### Base Year Model Development

Fehr & Peers will develop a base year model that reflects 2025 conditions. Updating the base year model will include the following:

- *Update Transportation Network Inputs:* The SACSIM model includes some major roadways within the City of Davis and the UC Davis campus but lacks details regarding minor and residential roads. Similarly, the SACSIM model lacks network details for some Yolo and Solano County roadways that serve Davis (e.g., County Road 28H). Fehr & Peers will refine the base year transportation network inputs to include all arterial, collector, and local roadways within the City of Davis, on the UC Davis campus, and in unincorporated Yolo and Solano Counties within the Davis vicinity. Roadway network inputs will include functional classification, number of travel lanes, and speed. Additionally, Fehr & Peers will update the transit and bicycle network inputs to reflect existing services and facilities.

The base year transportation network inputs will be reviewed by Fehr & Peers, City staff, UC Davis staff, and Raimi to confirm that they accurately reflect base year conditions. If anomalies or errors are identified, Fehr & Peers will consult with City staff, UC Davis staff, and Raimi on appropriate remedies.

- *Update Land Use Database:* Fehr & Peers will refine the 2025 base year Transportation Analysis Zone (TAZ) boundaries and centroid connectors within the City of Davis and on the UC Davis campus. This process will entail disaggregating the SACSIM TAZ boundaries to represent more granular neighborhood/subarea boundaries and land use patterns. Fehr & Peers will use the TAZ structure in the current City of Davis/UC Davis model to inform this process and will refine the TAZ structure based on input from City of Davis and UC Davis staff.

For areas within the City of Davis, City of Davis staff will provide all land use, demographic, and socioeconomic inputs for the 2025 base year by TAZ based on variable specifications provided by Fehr & Peers. For areas on the UC Davis campus, UC Davis staff will provide all land use, demographic, and socioeconomic inputs for the 2025 base year by TAZ based on variable specifications provided by Fehr & Peers. Input data will be provided in digital format to Fehr & Peers database and GIS specifications. To facilitate this review, Fehr & Peers will develop a figure that shows the TAZ boundaries along with a table showing the relevant 2019 base year demographic, socioeconomic, and land use information developed by SACOG as part of the 2025 Blueprint and associated SACSIM model update.

The base year land use inputs will be reviewed by Fehr & Peers, City staff, UC Davis staff, and Raimi to confirm that they accurately reflect base year conditions. If anomalies or errors are identified, Fehr & Peers will consult with City staff, UC Davis staff, and Raimi on appropriate remedies.



- *Review DAYSIM and External Travel Components:* Fehr & Peers will review the SACSIM DAYSIM factors for parcels located within the City of Davis and on the UC Davis campus, including activity/tour characteristics, person types, modes of travel, household automobile availability, and usual work/school locations. Fehr & Peers will review external travel characteristics, including gateway locations and productions/attractions.

The base year DAYSIM and external travel inputs will be reviewed by Fehr & Peers, City staff, UC Davis staff, and Raimi to confirm that they accurately reflect base year conditions. Fehr & Peers will consult with City staff, UC Davis staff, and Raimi on appropriate measures should modifications be needed.

#### Base Year Model Validation

The travel demand model will be validated per the 2024 Regional Transportation Plan Guidelines (California Transportation Commission, 2024) to ensure that it produces accurate forecasts that can be used for land use and transportation planning. Validation, coupled with calibration, is an iterative process where model settings are adjusted (calibration) so the output of the model matches observed travel patterns (validation). During this process, Fehr & Peers will conduct both static and dynamic tests, as described below.

- *Static Validation:* In static validation tests, Fehr & Peers will run the model to ensure that the model output matches roadway speeds and collected traffic counts. As part of the static validation procedure, elements of the model may be adjusted. Fehr & Peers' goal is to meet or exceed the static model validation thresholds for the daily, AM peak hour, and PM peak hour time periods as specified in the Travel Forecasting Guidelines (Caltrans, 1992). Fehr & Peers will perform the following static validation tests:
  - Roadway segment model-to-count ratios
  - Percent of roadway segments within Caltrans deviation allowance
  - Correlation Coefficient
  - Percent Root Mean Square Error (RMSE)
  - VMT within the City compared to the Highway Performance Monitoring System (HPMS)
- *Dynamic Validation:* While static validation tests are useful at confirming that the model can replicate existing conditions, models are used to forecast change, which static tests say nothing about. To determine how well the model responds to changes in land use and the transportation network, Fehr & Peers will perform a set of dynamic validation tests. This will include testing the following changes:
  - Add lanes to a link
  - Add a link
  - Delete a link
  - Change link speeds
  - Add 100 households to a TAZ
  - Add 1,000 households to a TAZ
  - Add 10,000 households to a TAZ
  - Residential land use in two different locations
  - Non-Residential land use in two different locations

### Future Year Model Development

Once the base year model is validated, Fehr & Peers will develop a 2050 future year model scenario and initial forecasts. As part of the modeling process, the City of Davis and Raimi will develop the transportation network inputs and all land use, demographic, and socioeconomic forecast inputs for the preferred alternative by TAZ based on variable specifications provided by Fehr & Peers. Additionally, UC Davis will provide transportation network inputs and all land use, demographic, and socioeconomic forecast inputs for the 2050 horizon year by TAZ based on variable specifications provided by Fehr & Peers. Input data will be provided in digital format to Fehr & Peers database and GIS specifications.

Once all the model related input files are reviewed and confirmed, Fehr & Peers will run the future year model to evaluate the preferred alternative. Fehr & Peers will prepare the following metrics to assess the performance of the preferred alternative:

- Total lane miles by functional classification
- Total person trips by mode
- Vehicle hours of travel (VHT)
- Vehicle hours of delay (VHD)
- VMT, which will include multiple metrics (see below for added details)

For the VMT forecasts, Fehr & Peers will coordinate with City staff and Raimi to verify all the metrics needed for the General Plan and subsequent CEQA impact analysis. At a minimum, metrics are anticipated to include total VMT generated by trips with at least one trip end in the city (passenger and commercial vehicle trips/VMT will be separated), total VMT within the City limits, household generated VMT per resident, work tour VMT per employee, and total regional VMT. The VMT forecasts will also account for trip lengths outside the model boundary. Finally, Fehr & Peers will provide forecasts of long-term induced VMT effects plus VMT inputs to air quality, GHG, and energy impact analysis. We recommend that the model be programmed to produce all desired outputs at one time. The VMT results for the preferred alternative will be used in the subsequent CEQA transportation impact analysis.

### Model Development Report and User Guide

Fehr & Peers will document the model development process in a Model Development Report and User Guide. The model development report will supplement similar resources prepared by SACOG for SACSIM.

- *Estimated cost:* Additional costs for the optional model development would be approximately \$210,000.

## • **Assumptions for City Staff Support**

We believe that the best plans are developed as a partnership between City staff and the consultant team. While the R+A team will do the bulk of the work on the project, we expect that City staff will serve as partners in the project every step of the way. The following is a preliminary list of the primary responsibilities of City staff. More details can be found in the scope of work.

The level of effort for each task is limited to the general number of hours for each task listed in the budget spreadsheet. R+A team members may reallocate hours between tasks if individual tasks are completed in less time than anticipated.

Providing accurate data and information in a timely manner to the R+A team.

- Including parcel-level GIS data for the city's current general plan land use, existing (what is on the ground) land use data, public facility locations, public park location, etc.

All studies that the team will prepare are identified in the scope of work. Any studies, tasks, deliverables or reports not specifically identified are assumed to be not included.

Quickly reviewing project documents and providing a single set of consolidated and non-conflicting comments. City review time for workshop materials and meeting materials will be approximately one week. City review of major products will be between two and four weeks, depending on the product and other responsibilities of City staff. In addition, we hope that City staff will take an active role in editing and writing sections of the plan.

Coordinating with City staff in other departments throughout the project, including setting internal meetings.

Leading additional engagement efforts not identified in the scope of work, including more informal communication with residents and other stakeholders.

Assisting with outreach to inform the community about General Plan events. This includes public notices, notices in newspapers, distributing meeting notices in public buildings, mailings, etc.

Writing all staff reports for the City Council, Planning Commission and other board and commission meetings, unless otherwise mentioned in the scope of work.

Leading the effort to track and respond to public comments on the Public Draft General Plan.

All mailing costs associated with the project, unless specifically identified in the scope of work, are assumed to be handled by the City.

## EXHIBIT B

### Schedule of Charges/Payments

Consultant will invoice City on a monthly cycle. Consultant will include with each invoice a detailed progress report that indicates the amount of budget spent on each task. Consultant will inform City regarding any out-of-scope work being performed by Consultant. This is a time-and-materials contract.

#### City of Davis General Plan Update | Revised Cost Proposal | 1/3/25

Base Scope Tasks	Hours	Total Cost
Task 1: Project Initiation and Ongoing Management	683	\$156,882
Task 2: Community Engagement	2,746	\$484,679
Task 3: Discovery	1,548	\$306,463
Task 4: Citywide Visioning	188	\$37,920
Task 5: Land Use Concepts	223	\$50,205
Task 6: Land Use and Mobility Alternatives	814	\$174,104
Task 7: General Plan Preparation	1,806	\$368,300
Task 8: Implementation Tasks	292	\$50,960
<b>Total Firm Labor Cost</b>	<b>8,300</b>	<b>\$1,629,513</b>

Expenses	Total Cost
Mileage and Travel Expenses	\$9,400
Traffic Data	\$14,000
Workshop Materials and Tools, Translation / Interpretation, and Stipends	\$14,500
Project/Sub Management (7%)	\$58,836
Office Expenses (3%)	\$23,670
<b>Total Expenses</b>	<b>\$120,406</b>

<b>Total (Labor + Expenses)</b>	<b>\$1,749,919</b>
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Optional Tasks	Total Cost
Optional Task 1: Staffing Support	\$120,000
Optional Task 2: Fiscal Impact Analysis of the Alternatives	\$17,100 to \$19,250 per scenario
Optional Task 3: VMT and LOS Analysis of the Alternatives	\$105,000
Optional Task 4: Travel Demand Model Development	\$210,000

**EXHIBIT C**  
**Activity Schedule**

City of Davis General Plan Update   Revised Cost Proposal   1/3/25	Raimi + Associates							Fehr & Peers					
		Senior	Senior	Intermediate	Intermediate	Planner/	Graphic			Senior			
	Principal	Associate	Planner II	Planner II	Planner I	Designer II	Designer	Principal IV	Principal I	Engineer/	Engineer/		Project
	(Yurkovich)	(Eng)	(Stark)	(Bouliari)	(Hernandez)	(Perez)	(Ledezman)	(Milam)	(Behrens)	Planner	Planner	Technician	Coordinator
Hours per Task													
<b>Task 1: Project Initiation and Ongoing</b>													
1.1 Kick-Off Meeting	12	4	12		8			8	8				
1.2 Data Collection, Review, and Base Map	2	2	8		20	10	10		2		4		
1.3 Project Work Plan	16		24										
1.4 Project Outcomes	8		20	8			8		4				
1.5 Ongoing Project Management and	60		80	10	40			8	40				4
1.6 Joint Commission General Plan Kick-Off	12		12										
1.7 City Council General Plan Kick-Off	12		12										
<b>Subtotal Task 1</b>	122	6	168	18	68	10	18	16	54	-	4	-	4
<b>Task 2: Community Engagement</b>													
2.1 Outreach Management and Community	4	4	8										
2.2 Logo and Branding	2		4				60						
2.3 Project Website and Educational Materials	2		8		12		16						
2.4 Community Awareness and Notification	8		8										
2.5 Community Partnership Initiative	4		8										
2.6 General Plan Committee	64		64					8					
2.7 Meeting in a Box	2		4		12		8						
2.8 Student Engagement			4		4								
2.9 Roadshow Materials	2		24		24		24						
2.10 Neighborhood and Stakeholder	20		40		20								
2.11 Topic-Specific Focus Group Meetings	40		40					8	4				
2.12 Pop-Up Outreach				42	42								
2.13 Citywide Workshops	48		60	60	75		50	8					
2.14 Online Surveys	8		24		32								
2.15 Coordination with Outside Agencies	20		20					4					
2.16 On-Call Community Engagement	8		12	20	40		40						
<b>Subtotal Task 2</b>	232	4	328	122	261	-	198	-	28	4	-	-	-
<b>Task 3: Discovery</b>													
3.1 Assess Existing Plans	2	4	16		16				4		8		
3.2 Existing Conditions Reports													
Community Health, Environmental Justice,	2	24			20	40	4						
Land Use, Parks, Public Facilities, and	8	4	20	60	30		4						
Mobility	2		2					8	52	16	72	48	17
Economic, Demographic, and Fiscal Existing	2		2										
Natural Resources and Conservation			2										
Safety and Climate Change	2		2										
Air Quality and Noise			2										
3.3 Public-Facing Existing Conditions	4		20		20		20						
3.4 Commission and Council Subcommittee	45		24					8					
3.5 VMT Threshold Development	2		2					8	24	16	40		8
<b>Subtotal Task 3</b>	69	32	92	60	86	40	28	16	88	32	120	48	25
<b>Task 4: Citywide Visioning</b>													
4.1 Vision and Key Issues	4	2	16		24		8						
4.2 Key Strategies	4	2	16	12	24		12	4	8				
4.3 City Council Meeting - Vision and Key	12		12										
<b>Subtotal Task 4</b>	20	4	44	12	48	-	20	4	8	-	-	-	-
<b>Task 5: Land Use Concepts</b>													
5.1 Planning Commission and Council	24		24	16									
5.2 Land Use Concept Diagrams	8		16		24		10						
5.3 Commission and GPC Meetings - Land	45		24						8				
5.4 City Council Meeting - Land Use Concepts	12		12										
<b>Subtotal Task 5</b>	89	-	76	16	24	-	10	-	8	-	-	-	-
<b>Task 6: Land Use and Mobility Alternatives</b>													
6.1 Team Charette/Working Meetings	12		12	8	8			4	8		16	16	4
6.2 Refine Land Use Designations	12		10	24									
6.3 Residential Feasibility Analysis	2		2										
6.4 Prepare Land Use Alternatives for	24		56	64			10	8	24	24	40	8	8
6.5 Revised General Plan Land Use Map and	8		24	40									
6.6 City Council, GPC, and Planning	12		12						8				
6.7 Emergency Evacuation Analysis	2		2					8	16	24	40		8
<b>Subtotal Task 6</b>	72	-	118	136	8	-	10	20	56	48	96	24	20
<b>Task 7: General Plan Preparation</b>													
7.1 General Plan Outline and Structure	4		8		8			4	4				
7.2 Admin Draft General Plan													
Introduction & Context	4		12		24								
Vision & Guiding Principles	2		8		16								
Land Use	12	2	30	60	20		12						
Mobility	4		4					12	96	16	40	48	16
Safety	4		4										
Community Health, EJ, & Equity	8	24				40							
Open Space & Parks	8		24		40								
Noise	4		4										
Conservation	4		4										
Implementation	4		16		16								
7.3 Commission and Subcommittee Meetings	45		24						8				
7.4 Second Admin Draft General Plan	16	8	30	10	40	16	80		4				
7.5 Public Draft General Plan	16		24		24		24		4				
7.7 Commission, City Council, and	45		24										
7.7 Planning Commission and City Council	24		24						12				
7.8 Final Draft General Plan & Data Transfer	16	4	40	10	50		16						
<b>Subtotal Task 7</b>	220	38	280	80	238	56	132	16	128	16	40	48	16
<b>Task 8: Implementation Tasks</b>													
8.1 Zoning Code Consistency Analysis	16		8	40	40		160						
8.2 E-Plan	8		20										
<b>Subtotal Task 8</b>	24	-	28	40	40	-	160	-	-	-	-	-	-
Total Hours	848	84	1134	484	773	106	576	72	370	100	260	120	65
Billing Rate	\$285	\$225	\$190	\$170	\$160	\$140	\$160	\$440	\$280	\$215	\$155	\$145	\$130
Labor Cost	\$241,680	\$18,900	\$215,460	\$82,280	\$123,680	\$14,840	\$92,160	\$31,680	\$103,600	\$21,500	\$40,300	\$17,400	\$8,450
<b>Total Firm Labor Cost</b>							\$789,000						\$222,930
<b>EXPENSES</b>													
Mileage and Travel Expenses							\$6,000						\$1,000
Traffic Data													\$14,000
Workshop Materials and Tools, Translation /							\$5,600						
Project/Sub Management (7%)							\$58,836						
Office Expenses (3%)							\$23,670						
<b>Total Expenses</b>							\$94,106						\$15,000
<b>TOTAL PER FIRM</b>							\$883,106						\$237,930
<b>GRAND TOTAL</b>							\$1,749,919						

OPTIONAL TASKS \$120,000  
Optional Task 1: Staffing Support  
Optional Task 2: Fiscal Impact Analysis of the \$17,100 to \$19,250 per scenario  
Optional Task 3: VMT and LOS Analysis of the \$105,000  
Optional Task 4: Travel Demand Model \$210,000

City of Davis General Plan Update   Revised Cost Proposal   1/3/25	AIM Consulting						BAE Urban Economics				
	Gladys Cornell		Elise Brockett								
	- Senior	Katie DeMaio	Senior	TBD Outreach	TBD Outreach	Darlene Tran Graphic	Principal	Director	Vice President	Associate (El-)	Analyst
	Outreach	Outreach	Outreach								
Hours per Task	Manager	Manager I	Coordinator	Coordinator I	Coordinator I	Designer	(Kowta)	(Kennedy)	(Fairris)	Sadr Davis	(Fairman)
<b>Task 1: Project Initiation and Ongoing</b>											
1.1 Kick-Off Meeting	4	4					5		5		
1.2 Data Collection, Review, and Base Map											
1.3 Project Work Plan											
1.4 Project Outcomes	4						4				
1.5 Ongoing Project Management and							24		12		
1.6 Joint Commission General Plan Kick-Off	8										
1.7 City Council General Plan Kick-Off											
Subtotal Task 1	16	4	-	-	-	-	33	-	17	-	-
<b>Task 2: Community Engagement</b>											
2.1 Outreach Management and Community	94	14	-	3	9	4					
2.2 Logo and Branding	4	-	4	4	-	6					
2.3 Project Website and Educational Materials	10	-	10	12	15	50					
2.4 Community Awareness and Notification	10	-	10	30	40	9					
2.5 Community Partnership Initiative	79	-	15	30	28						
2.6 General Plan Committee							8				
2.7 Meeting in a Box	14	7	4	6	20	14					
2.8 Student Engagement	4	20	8	20	22	4					
2.9 Roadshow Materials	12		9	12	18	18					
2.10 Neighborhood and Stakeholder	18	4	8	8	4	4					
2.11 Topic-Specific Focus Group Meetings	40	8	18	40	12		8		4		
2.12 Pop-Up Outreach	15	4	30	50	65	18					
2.13 Citywide Workshops	82	14	20	120	120	25	8				
2.14 Online Surveys											
2.15 Coordination with Outside Agencies							4				
2.16 On-Call Community Engagement	8	12	12	20	20						
Subtotal Task 2	390	83	148	355	373	152	28	-	4	-	-
<b>Task 3: Discovery</b>											
3.1 Assess Existing Plans									4		
3.2 Existing Conditions Reports											
Community Health, Environmental Justice,											
Land Use, Parks, Public Facilities, and											
Mobility											
Economic, Demographic, and Fiscal Existing							24	24	36	64	80
Natural Resources and Conservation											
Safety and Climate Change											
Air Quality and Noise											
3.3 Public-Facing Existing Conditions											
3.4 Commission and Council Subcommittee							8				
3.5 VMT Threshold Development											
Subtotal Task 3	-	-	-	-	-	-	32	24	40	64	80
<b>Task 4: Citywide Visioning</b>											
4.1 Vision and Key Issues											
4.2 Key Strategies											
4.3 City Council Meeting - Vision and Key							6				
Subtotal Task 4	-	-	-	-	-	-	6	-	-	-	-
<b>Task 5: Land Use Concepts</b>											
5.1 Planning Commission and Council											
5.2 Land Use Concept Diagrams											
5.3 Commission and GPC Meetings - Land											
5.4 City Council Meeting - Land Use Concepts											
Subtotal Task 5	-	-	-	-	-	-	-	-	-	-	-
<b>Task 6: Land Use and Mobility Alternatives</b>											
6.1 Team Charette/Working Meetings							6		6		
6.2 Refine Land Use Designations											
6.3 Residential Feasibility Analysis							8		40	40	20
6.4 Prepare Land Use Alternatives for							20		24		
6.5 Revised General Plan Land Use Map and											
6.6 City Council, GPC, and Planning									8		
6.7 Emergency Evacuation Analysis											
Subtotal Task 6	-	-	-	-	-	-	34	-	78	40	20
<b>Task 7: General Plan Preparation</b>											
7.1 General Plan Outline and Structure											
7.2 Admin Draft General Plan											
Introduction & Context											
Vision & Guiding Principles											
Land Use							6		24		
Mobility											
Safety											
Community Health, EJ, & Equity											
Open Space & Parks											
Noise											
Conservation											
Implementation									4		
7.3 Commission and Subcommittee Meetings							8				
7.4 Second Admin Draft General Plan											
7.5 Public Draft General Plan											
7.7 Commission, City Council, and											
7.7 Planning Commission and City Council							12				
7.8 Final Draft General Plan & Data Transfer											
Subtotal Task 7	-	-	-	-	-	-	26	-	28	-	-
<b>Task 8: Implementation Tasks</b>											
8.1 Zoning Code Consistency Analysis											
8.2 E-Plan											
Subtotal Task 8	-	-	-	-	-	-	-	-	-	-	-
Total Hours	406	87	148	355	373	152	159	24	167	104	100
Billing Rate	\$236	\$182	\$131	\$104	\$98	\$201	\$340	\$285	\$280	\$175	\$120
Labor Cost	\$95,641	\$15,851	\$19,418	\$37,073	\$36,614	\$30,517	\$54,060	\$6,840	\$46,760	\$18,200	\$12,000
Total Firm Labor Cost						\$235,113					\$137,860
<b>EXPENSES</b>											
Mileage and Travel Expenses						\$900					
Traffic Data											
Workshop Materials and Tools, Translation /						\$8,900					
Project/Sub Management (7%)											
Office Expenses (3%)											
Total Expenses						\$9,800					\$0
TOTAL PER FIRM						\$244,913					\$137,860
GRAND TOTAL											

#### OPTIONAL TASKS

Optional Task 1: Staffing Support

Optional Task 2: Fiscal Impact Analysis of the

Optional Task 3: VMT and LOS Analysis of the

Optional Task 4: Travel Demand Model

City of Davis General Plan Update   Revised Cost Proposal   1/3/25														
	Environmental Science Associates					Atlas Planning Solutions				Illingworth & Rodkin				
		Senior Managing												
	Principal	Associate (Stephenson)	Senior Consultant	Associate Consultant	Consultant		Senior	Associate		Principal	AQ Sr. Consultant	Noise Sr. Consultant (Bruce/Janello)	Project (Divine/Am baskar)	Staff (Buaer)
Hours per Task	(Choi)		(Smith)	(Medan)	(Kline)	Principal	Planner	Planner	Tech Editor	(Thill/Reyff)	(Witt)			
<b>Task 1: Project Initiation and Ongoing</b>														
1.1 Kick-Off Meeting		9				4		4						
1.2 Data Collection, Review, and Base Map						2	4	8	2					
1.3 Project Work Plan						2								
1.4 Project Outcomes	4					2								
1.5 Ongoing Project Management and		36				24		24						
1.6 Joint Commission General Plan Kick-Off														
1.7 City Council General Plan Kick-Off														
Subtotal Task 1	4	45	-	-	-	34	4	36	2	-	-	-	-	-
<b>Task 2: Community Engagement</b>														
2.1 Outreach Management and Community														
2.2 Logo and Branding														
2.3 Project Website and Educational Materials														
2.4 Community Awareness and Notification														
2.5 Community Partnership Initiative														
2.6 General Plan Committee	8													
2.7 Meeting in a Box														
2.8 Student Engagement														
2.9 Roadshow Materials														
2.10 Neighborhood and Stakeholder														
2.11 Topic-Specific Focus Group Meetings	8			4										
2.12 Pop-Up Outreach														
2.13 Citywide Workshops	8													
2.14 Online Surveys														
2.15 Coordination with Outside Agencies	4					4								
2.16 On-Call Community Engagement														
Subtotal Task 2	28	-	-	4	-	4	-	-	-	-	-	-	-	-
<b>Task 3: Discovery</b>														
3.1 Assess Existing Plans		4				4	4	8		4				
3.2 Existing Conditions Reports														
Community Health, Environmental Justice,														
Land Use, Parks, Public Facilities, and														
Mobility														
Economic, Demographic, and Fiscal Existing														
Natural Resources and Conservation	20	40	50	80	100									
Safety and Climate Change						8	12	24	8					
Air Quality and Noise										24	30	24	80	40
3.3 Public-Facing Existing Conditions														
3.4 Commission and Council Subcommittee		8												
3.5 VMT Threshold Development														
Subtotal Task 3	20	52	50	80	100	12	16	32	8	28	30	24	80	40
<b>Task 4: Citywide Visioning</b>														
4.1 Vision and Key Issues						2	4	4						
4.2 Key Strategies						2	2	8						
4.3 City Council Meeting - Vision and Key														
Subtotal Task 4	-	-	-	-	-	4	6	12		-	-	-	-	-
<b>Task 5: Land Use Concepts</b>														
5.1 Planning Commission and Council														
5.2 Land Use Concept Diagrams														
5.3 Commission and GPC Meetings - Land														
5.4 City Council Meeting - Land Use Concepts														
Subtotal Task 5	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Task 6: Land Use and Mobility Alternatives</b>														
6.1 Team Charette/Working Meetings		6												
6.2 Refine Land Use Designations														
6.3 Residential Feasibility Analysis														
6.4 Prepare Land Use Alternatives for														
6.5 Revised General Plan Land Use Map and														
6.6 City Council, GPC, and Planning														
6.7 Emergency Evacuation Analysis						8	4	16						
Subtotal Task 6	-	6	-	-	-	8	4	16		-	-	-	-	-
<b>Task 7: General Plan Preparation</b>														
7.1 General Plan Outline and Structure						2		4						
7.2 Admin Draft General Plan														
Introduction & Context														
Vision & Guiding Principles														
Land Use														
Mobility														
Safety						20	28	56	12					
Community Health, EJ, & Equity														
Open Space & Parks		4		14										
Noise										8	8	4		
Conservation	16	24	32	50	60					8	8	4		
Implementation														
7.3 Commission and Subcommittee Meetings		8												
7.4 Second Admin Draft General Plan						8	8	12	4					
7.5 Public Draft General Plan						4	4	8	4					
7.7 Commission, City Council, and														
7.7 Planning Commission and City Council		12												
7.8 Final Draft General Plan & Data Transfer						2	2	4	2					
Subtotal Task 7	16	48	32	64	60	36	42	84	22	16	16	8	-	-
<b>Task 8: Implementation Tasks</b>														
8.1 Zoning Code Consistency Analysis														
8.2 E-Plan														
Subtotal Task 8	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hours	68	151	82	148	160	98	72	180	32	44	46	32	80	40
Billing Rate	\$341	\$234	\$233	\$164	\$143	\$250	\$200	\$150	\$125	\$240	\$215		\$195	\$175
Labor Cost	\$23,188	\$35,334	\$19,106	\$24,272	\$22,880	\$24,500	\$14,400	\$27,000	\$4,000	\$10,560	\$9,890		\$15,600	\$7,000
Total Firm Labor Cost					\$124,780				\$69,900					\$49,930
<b>EXPENSES</b>														
Mileage and Travel Expenses									\$500					\$1,000
Traffic Data														
Workshop Materials and Tools, Translation /														
Project/Sub Management (7%)														
Office Expenses (3%)														
Total Expenses					\$0				\$500					\$1,000
TOTAL PER FIRM					\$124,780				\$70,400					\$50,930
GRAND TOTAL														

#### OPTIONAL TASKS

Optional Task 1: Staffing Support

Optional Task 2: Fiscal Impact Analysis of the

Optional Task 3: VMT and LOS Analysis of the

Optional Task 4: Travel Demand Model



City of Davis General Plan Update   Revised Cost Proposal   1/3/25	
	Labor Cost Per
Hours per Task	Task
<b>Task 1: Project Initiation and Ongoing</b>	
1.1 Kick-Off Meeting	\$22,117
1.2 Data Collection, Review, and Base Map	\$12,670
1.3 Project Work Plan	\$9,620
1.4 Project Outcomes	\$14,006
1.5 Ongoing Project Management and	\$85,184
1.6 Joint Commission General Plan Kick-Off	\$7,585
1.7 City Council General Plan Kick-Off	\$5,700
<i>Subtotal Task 1</i>	\$156,882
<b>Task 2: Community Engagement</b>	
2.1 Outreach Management and Community	\$30,254
2.2 Logo and Branding	\$14,019
2.3 Project Website and Educational Materials	\$23,002
2.4 Community Awareness and Notification	\$16,334
2.5 Community Partnership Initiative	\$29,119
2.6 General Plan Committee	\$38,088
2.7 Meeting in a Box	\$15,029
2.8 Student Engagement	\$12,087
2.9 Roadshow Materials	\$23,452
2.10 Neighborhood and Stakeholder	\$24,550
2.11 Topic-Specific Focus Group Meetings	\$47,921
2.12 Pop-Up Outreach	\$37,274
2.13 Citywide Workshops	\$116,789
2.14 Online Surveys	\$11,960
2.15 Coordination with Outside Agencies	\$14,344
2.16 On-Call Community Engagement	\$30,457
<i>Subtotal Task 2</i>	\$484,679
<b>Task 3: Discovery</b>	
3.1 Assess Existing Plans	\$15,446
3.2 Existing Conditions Reports	\$0
Community Health, Environmental Justice,	\$15,410
Land Use, Parks, Public Facilities, and	\$22,620
Mobility	\$42,800
Economic, Demographic, and Fiscal Existing	\$46,830
Natural Resources and Conservation	\$55,630
Safety and Climate Change	\$9,950
Air Quality and Noise	\$40,350
3.3 Public-Facing Existing Conditions	\$11,340
3.4 Commission and Council Subcommittee	\$24,217
3.5 VMT Threshold Development	\$21,870
<i>Subtotal Task 3</i>	\$306,463
<b>Task 4: Citywide Visioning</b>	
4.1 Vision and Key Issues	\$11,650
4.2 Key Strategies	\$18,530
4.3 City Council Meeting - Vision and Key	\$7,740
<i>Subtotal Task 4</i>	\$37,920
<b>Task 5: Land Use Concepts</b>	
5.1 Planning Commission and Council	\$14,120
5.2 Land Use Concept Diagrams	\$10,760
5.3 Commission and GPC Meetings – Land	\$19,625
5.4 City Council Meeting - Land Use Concepts	\$5,700
<i>Subtotal Task 5</i>	\$50,205
<b>Task 6: Land Use and Mobility Alternatives</b>	
6.1 Team Charette/Working Meetings	\$22,784
6.2 Refine Land Use Designations	\$9,400
6.3 Residential Feasibility Analysis	\$24,270
6.4 Prepare Land Use Alternatives for	\$67,280
6.5 Revised General Plan Land Use Map and	\$13,640
6.6 City Council, GPC, and Planning	\$10,180
6.7 Emergency Evacuation Analysis	\$26,550
<i>Subtotal Task 6</i>	\$174,104
<b>Task 7: General Plan Preparation</b>	
7.1 General Plan Outline and Structure	\$7,920
7.2 Admin Draft General Plan	\$0
Introduction & Context	\$7,260
Vision & Guiding Principles	\$4,650
Land Use	\$33,650
Mobility	\$52,740
Safety	\$22,400
Community Health, EJ, & Equity	\$13,280
Open Space & Parks	\$16,472
Noise	\$6,400
Conservation	\$41,708
Implementation	\$7,860
7.3 Commission and Subcommittee Meetings	\$24,217
7.4 Second Admin Draft General Plan	\$42,220
7.5 Public Draft General Plan	\$21,420
7.7 Commission, City Council, and	\$17,385
7.7 Planning Commission and City Council	\$21,648
7.8 Final Draft General Plan & Data Transfer	\$27,070
<i>Subtotal Task 7</i>	\$368,300
<b>Task 8: Implementation Tasks</b>	
8.1 Zoning Code Consistency Analysis	\$12,880
8.2 E-Plan	\$38,080
<i>Subtotal Task 8</i>	\$50,960
Total Hours	
Billing Rate	
Labor Cost	
<i>Total Firm Labor Cost</i>	\$1,629,513
<b>EXPENSES</b>	
Mileage and Travel Expenses	\$9,400
Traffic Data	\$14,000
Workshop Materials and Tools, Translation /	\$14,500
Project/Sub Management (7%)	\$58,836
Office Expenses (3%)	\$23,670
<i>Total Expenses</i>	\$120,406
<i>TOTAL PER FIRM</i>	\$1,749,919
<b>GRAND TOTAL</b>	

#### OPTIONAL TASKS

Optional Task 1: Staffing Support

Optional Task 2: Fiscal Impact Analysis of the

Optional Task 3: VMT and LOS Analysis of the

Optional Task 4: Travel Demand Model

Year	2025												2026										
Month	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug				
Project Phase	Listening and Discovery									Land Use and Mobility Plan Development													
Task 1: Project Initiation and Ongoing Management																							
1.1 Kick-Off Meeting																							
1.2 Data Collection, Review, and Base Map																							
1.3 Project Work Plan																							
1.4 Project Outcomes																							
1.5 Ongoing Project Management and Working Meetings																							
1.6 Joint Commission General Plan Kick-Off																							
1.7 City Council General Plan Kick-Off																							
Task 2: Community Engagement																							
2.1 Outreach Management and Community Engagement Plan																							
2.2 Logo and Branding																							
2.3 Project Website and Educational Materials																							
2.4 Community Awareness and Notification																							
2.5 Community Partnership Initiative																							
2.6 General Plan Committee																							
2.7 Meeting in a Box																							
2.8 Student Engagement																							
2.9 Roadshow Materials																							
2.10 Neighborhood and Stakeholder Meetings																							
2.11 Topic-Specific Focus Group Meetings																							
2.12 Pop-Up Outreach																							
2.13 Citywide Workshops																							
2.14 Online Surveys																							
2.15 Coordination with Outside Agencies																							
2.16 On-Call Community Engagement																							
Task 3: Discovery																							
3.1 Assess Existing Plans																							
3.2 Existing Conditions Reports																							
3.3 Public-Facing Existing Conditions Summary Report																							
3.4 Commission and Council Subcommittee Meetings – Existing Conditions Overview																							
3.5 VMT Threshold Development																							
Task 4: Citywide Visioning																							
4.1 Vision and Key Issues																							
4.2 Key Strategies																							
4.3 City Council Meeting - Vision and Key Issues																							
Task 5: Land Use Concepts																							
5.1 Planning Commission and Council Subcommittee Meetings - Land Use Concepts																							
5.2 Land Use Concept Diagrams																							
5.3 Commission and GPC Meetings – Land Use Concepts																							
5.4 City Council Meeting - Land Use Concepts																							
Task 6: Land Use and Mobility Alternatives																							
6.1 Team Charette/Working Meetings																							
6.2 Refine Land Use Designations																							
6.3 Residential Feasibility Analysis																							
6.4 Prepare Land Use Alternatives for Community Discussion																							
6.5 Revised General Plan Land Use Map and Growth Projections																							
6.6 City Council, GPC, and Planning Commission - Revised General Plan Land Use Map																							
6.7 Emergency Evacuation Analysis																							
Task 7: General Plan Preparation																							
7.1 General Plan Outline and Structure																							
7.2 Admin Draft General Plan																							
7.3 Commission and Subcommittee Meetings - Policy Development																							
7.4 Second Admin Draft General Plan																							
7.5 Public Draft General Plan																							
7.7 Commission, City Council, and Subcommittee Meetings - Public Draft																							
7.7 Planning Commission and City Council Hearings																							
7.8 Final Draft General Plan & Data Transfer																							
Task 8: Implementation Tasks																							
8.1 Final Draft General Plan & Data Transfer																							
8.2 E-Plan																							

01-07-25 City Council Meeting

04 -58

Year	2026					2027								2028				
Month	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Project Phase					Policy Development and Plan Preparation								Public Plan Review		Final Plan Review / Adoption			
Task 1: Project Initiation and Ongoing Management																		
1.1 Kick-Off Meeting																		
1.2 Data Collection, Review, and Base Map																		
1.3 Project Work Plan																		
1.4 Project Outcomes																		
1.5 Ongoing Project Management and Working Meetings																		
1.6 Joint Commission General Plan Kick-Off																		
1.7 City Council General Plan Kick-Off																		
Task 2: Community Engagement																		
2.1 Outreach Management and Community Engagement Plan																		
2.2 Logo and Branding																		
2.3 Project Website and Educational Materials																		
2.4 Community Awareness and Notification																		
2.5 Community Partnership Initiative																		
2.6 General Plan Committee																		
2.7 Meeting in a Box																		
2.8 Student Engagement																		
2.9 Roadshow Materials																		
2.10 Neighborhood and Stakeholder Meetings																		
2.11 Topic-Specific Focus Group Meetings																		
2.12 Pop-Up Outreach																		
2.13 Citywide Workshops																		
2.14 Online Surveys																		
2.15 Coordination with Outside Agencies																		
2.16 On-Call Community Engagement																		
Task 3: Discovery																		
3.1 Assess Existing Plans																		
3.2 Existing Conditions Reports																		
3.3 Public-Facing Existing Conditions Summary Report																		
3.4 Commission and Council Subcommittee Meetings – Existing Conditions Overview																		
3.5 VMT Threshold Development																		
Task 4: Citywide Visioning																		
4.1 Vision and Key Issues																		
4.2 Key Strategies																		
4.3 City Council Meeting - Vision and Key Issues																		
Task 5: Land Use Concepts																		
5.1 Planning Commission and Council Subcommittee Meetings - Land Use Concepts																		
5.2 Land Use Concept Diagrams																		
5.3 Commission and GPC Meetings – Land Use Concepts																		
5.4 City Council Meeting - Land Use Concepts																		
Task 6: Land Use and Mobility Alternatives																		
6.1 Team Charette/Working Meetings																		
6.2 Refine Land Use Designations																		
6.3 Residential Feasibility Analysis																		
6.4 Prepare Land Use Alternatives for Community Discussion																		
6.5 Revised General Plan Land Use Map and Growth Projections																		
6.6 City Council, GPC, and Planning Commission - Revised General Plan Land Use Map																		
6.7 Emergency Evacuation Analysis																		
Task 7: General Plan Preparation																		
7.1 General Plan Outline and Structure																		
7.2 Admin Draft General Plan																		
7.3 Commission and Subcommittee Meetings - Policy Development																		
7.4 Second Admin Draft General Plan																		
7.5 Public Draft General Plan																		
7.6 Public Draft General Plan																		
7.7 Commission, City Council, and Subcommittee Meetings - Public Draft																		
7.7 Planning Commission and City Council Hearings																		
7.8 Final Draft General Plan & Data Transfer																		
Task 8: Implementation Tasks																		
8.1 Final Draft General Plan & Data Transfer																		
8.2 E-Plan																		
8.3 City Council Meeting																		

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## EXHIBIT D

### USE OF RECYCLED PAPER

All paper used for any reports that are required to be submitted under this Agreement shall be produced on recycled paper conforming to the minimum content standards as specified herein. All such reports shall have the front cover labeled in such a way as to clearly identify that the report was produced on recycled paper. Where practicable, the pages of all such reports shall be produced double-sided.

#### Definitions.

Postconsumer Material means only those paper products generated by a business or consumer which have served their intended end uses, and which have been separated or diverted from solid wastes for the purpose of collection, recycling, and disposition.

Recovered Paper Material means paper waste generated after the completion of a papermaking process, such as postconsumer materials, envelope cuttings, bindery trimmings, printing wastes, cutting and other converting wastes, butt rolls and mill wrappers, obsolete inventories, and rejected unused stock. Recovered paper material, however, shall not include fibrous wastes generated during the manufacturing process such as fibers recovered from wastewater or trimmings of paper machine rolls (mill broke), or fibrous byproducts of harvesting, extractive or woodcutting processes, or forest residues such as bark.

Minimum Content Standard. The following categories of paper must contain the minimum percentages of material listed under both "Recovered Material" and "Postconsumer Material" included within the total "Recovered Material" percentage. When utilizing a category of paper not listed below, the paper shall contain the highest percentage of recycled paper available.

<b>Article I. Paper Category</b>	<b>Article II. Minimum Percentage of "Recovered Material"</b>	<b>Article III. Minimum Percentage of "Postconsumer Material"</b>
Article IV. High-speed Xerographic	Article V. 50	Article VI. 10
Article VII. Bond Paper	Article VIII. 50	Article IX. 10
Article X. Cover Stock	Article XI. 50	Article XII. 10
Article XIII. Envelopes	Article XIV. 50	Article XV. 10

## City of Davis General Plan Update | Revised Cost Proposal | 1/3/25

Base Scope Tasks	Hours	Total Cost
Task 1: Project Initiation and Ongoing Management	683	\$156,882
Task 2: Community Engagement	2,746	\$484,679
Task 3: Discovery	1,548	\$306,463
Task 4: Citywide Visioning	188	\$37,920
Task 5: Land Use Concepts	223	\$50,205
Task 6: Land Use and Mobility Alternatives	814	\$174,104
Task 7: General Plan Preparation	1,806	\$368,300
Task 8: Implementation Tasks	292	\$50,960
<b>Total Firm Labor Cost</b>	<b>8,300</b>	<b>\$1,629,513</b>

Expenses	Total Cost
Mileage and Travel Expenses	\$9,400
Traffic Data	\$14,000
Workshop Materials and Tools, Translation / Interpretation, and Stipends	\$14,500
Project/Sub Management (7%)	\$58,836
Office Expenses (3%)	\$23,670
<b>Total Expenses</b>	<b>\$120,406</b>

<b>Total (Labor + Expenses)</b>	<b>\$1,749,919</b>
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Optional Tasks	Total Cost
Optional Task 1: Staffing Support	\$120,000
Optional Task 2: Fiscal Impact Analysis of the Alternatives	\$17,100 to \$19,250 per scenario
Optional Task 3: VMT and LOS Analysis of the Alternatives	\$105,000
Optional Task 4: Travel Demand Model Development	\$210,000