

Piedmont Housing Element Update RFP
Response to Questions Received by March 17, 2021

Q1: How many hard copies of the proposal should proposers submit?

A1: Six (6).

Q2: Will the committee reviewing the proposals consist of only reviewers internal to the city or will it include external reviewers?

A2: That has yet to be determined but if we do include a reviewer from outside the city it will likely be no more than one.

Q3: Piedmont appears to be in the first cohort of ABAG communities issuing RFPs for housing element updates. Do you anticipate needing all of the time to go through the process that HCD requires or is Piedmont hoping to complete the process early?

A3: Although completing the process early would be a fine thing, we anticipate that the process will require all the time available before the certification due date. Piedmont's site inventory and identification is expected to be a difficult task. So too the zoning amendments. We anticipate that the public engagement related to these tasks will require multiple meetings and/or engagement tools.

Q4: Are you thinking the public engagement meetings will be more like a community workshop or meeting of a technical advisory committee? Or both?

A4: The City Council has formed a Housing Advisory Committee (HAC), the first meeting of which is tentatively scheduled for April 20, 2021. The HAC will meet on an as-needed basis to serve as a review body for the development of public engagement plans and documents, making recommendations to the City Council. The Planning Commission will still serve its role in reviewing the draft housing element update and making a recommendation to the City Council, as State law requires, but the HAC will be taking on the role of providing public hearings for the review of deliverables as they become available. But to the question about the required public meetings outlined in the RFP: the "meetings" should include traditional community workshops and meetings of the HAC, Planning Commission and City Council. However, "meetings" could and should include other engagement tools, such as surveys, pinnable maps and the like. During the COVID-19 pandemic and in our increasingly on-line world, we need to be flexible in how we engage the public during this process.

To clarify any confusion between Sections IV.10 and IV.11 and the deliverables noted in Section IV.13.K: The proposals should plan on a minimum of 6 meetings once the Final Draft Housing Element (see Section IV.13.I) is produced: two at the Housing Advisory Committee, two at the Planning Commission and two at the City Council. For the period prior to the production of the Final Draft Housing Element, the proposal should plan on a minimum of 10 "meetings" for the purpose of public engagement and the development of the updated Housing Element as described in the paragraph above.

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- Q5: Will the Housing Advisory Committee be subject to the Brown Act and require noticed public meetings?
- A5: **Yes. And the intent is to have it consist of no more than 7 members that represent a variety of segments of the community: realtors, the business community, residents of the eastern and western ends of town, etcetera.**
- Q6: The RFP has ten meetings identified as the base amount of public engagement. Do you want those in the base fee plus some ideas on additional optional tasks with an itemized cost?
- A6: **Yes. Because the scope of this housing element update will be much larger than what Piedmont has experienced in the past and will require some significant changes to our housing policies and programs and to the zoning code, we expect that the public engagement effort will need to match this scope. The RFP includes the base amount of up to ten “meetings” with the option of five to ten additional “meetings” necessary in order to engage with a variety of segments of the community, including business owners, real estate professionals and residents of differing neighborhoods and opinions. Also see the answer to Question #4, above.**
- Q7: Do you have any information on county collaboratives, their status, the information they have produced and the like.
- A7: **Ongoing collaborative meetings are those of the Alameda County Planning Directors, an informal gathering that gets presentations by ABAG/MTC staff, and the regular meetings of Alameda County HCD, which tend to focus on established homelessness and affordable housing programs. In addition, ABAG is offering to set up collaboratives by April and May that would consist of small groups of interested cities working to address specific issues. In addition, ABAG is planning to use REAP grant funds to launch a regional housing technical assistance program to assist cities in adopting compliant housing elements. You can find more information here: <https://abag.ca.gov/our-work/housing/housing-technical-assistance-program>. We should take advantage of any tools that the technical assistance programs make available. And when practicable, borrowing from other jurisdictions is recommended.**
- Q8: HCD normally allows the zoning amendments to occur within 3 years of housing element certification. Smaller jurisdictions in southern California have had to demonstrate prior to certification that the property owners of sites identified for rezoning or of parcel merges are in favor of such actions. As part of this project, are you expecting the zoning amendments to occur before or after the certification of the Housing Element?
- A8: **The information we have received from HCD is that they are looking to see that jurisdictions have implemented or are in the midst of implementing zoning amendments before they certify a housing element. We do not have confirmation**

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that this is official and will seek clarification from HCD. But the RFP does seek zoning amendments as part of the proposal.

Q9: Would it be acceptable to compartmentalize the zoning amendments, General Plan amendments and CEQA review as separate parts of the proposal?

A9: Yes.

Q10: Will the City be providing some clarity regarding the triggers that would require a vote of the citizens of Piedmont to reclassify a zone, as provided in the [City Charter](#)?

A10: City staff has requested the City Attorney's office to provide clarity on this issue and expect that to come sometime around the end of April.

Q11: Do you have a target budget number?

A11: No. Staff informed the City Council that the cost is likely to be several hundred thousand, even with the EIR for CEQA as a separate contract and budget.

Q12: Do you expect that there will be any amendments to the Safety Element, particularly in regards to addressing environmental justice?

A12: Piedmont's Safety Element is called the Environmental Hazards Element. California required that the Safety Element to be updated when a Housing Element is updated so we are looking to make any state mandated updates to the Safety Element. However, Piedmont does not have any identified any disadvantaged communities and therefore is not required to address environmental justice in its General Plan as required by Government Code 65302(h). In addition, we are not looking for comprehensive updates to other Elements, but a review of the other elements of the General Plan, such as the Land Use Element and the Design and Preservation Element, will need to be reviewed and updated as needed to make them consistent with the Housing Element.

Q13: Has the City applied for Regional Early Action Planning (REAP) grant funds to support the Housing Element update?

A13: Staff has submitted a REAP grant application for the maximum \$100,000. \$20,000 of that is not competitive so we expect to receive those funds, but the remaining \$80,000 is competitive. Our request was specifically for the sites inventory work, which we think will be one of the most challenging aspects of this project.

Q14: Is it correct that the City has applied for and been awarded Local Early Action Planning (LEAP) grant funds to support the current background work on housing policy?

A14: Yes. The City has been awarded both SB2 grant funds and LEAP grant funds that are supporting preliminary background work on housing policy that facilitates

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housing production. There is very little overlap between that work and the Housing Element update. However, the preliminary work does lay some groundwork for the Housing Element update.

Q15: Are we able to submit any follow-up questions? If so, what are the parameters on doing so?

A15: **Questions for which answers will be posted on March 24th should be submitted by 5 p.m. on March 17th. But if there is a question that you have that might result in a better proposal, please send that to piedmonthousingrfp@piedmont.ca.gov and I'll provide an answer to all of the participants on today's call by amending the answers posted on the City's website.**

Q16: Will you be posting a list of people who have expressed interest in submitting a proposal to this RFP?

A17: **Yes. That list will be posted on the same City webpage that we post these answers: https://piedmont.ca.gov/services_departments/public_works/city_projects The RFP did not require attendance at the March 17th preproposal meeting for qualification. However, the RFP did include this statement:**

If interested in this RFP, please notify Kevin Jackson by email at PiedmontHousingRFP@piedmont.ca.gov so you may be added to the notification list for addendums. Failure to notify could result in missing important and required information and could result in disqualification.

Only Lisa Wise Consulting and Houseal Lavigne Associates have indicated their interest.