



<b>AGENCY:</b>	City Council
<b>MEETING DATE:</b>	April 25, 2022
<b>DEPARTMENT:</b>	Community Development
<b>PRESENTED BY:</b>	Heather Gurewitz
<b>EMAIL ADDRESS:</b>	hgurewitz@fortbragg.com

## AGENDA ITEM SUMMARY

### **TITLE:**

**Receive Report and Consider Adoption of City Council Resolution Approving Professional Services Agreement with De Novo Planning Group to Prepare an Environmental Impact Report for a Proposed Grocery Outlet at 825, 845, and 851 S. Franklin St. and Authorizing City Manager to Execute Contract (Amount Not to Exceed \$56,013; Account No. 119-0000-2668)**

### **ISSUE:**

The Community Development Department has received a complete application for a proposed Grocery Outlet at 825, 845, and 851 S. Franklin St. This project requires an Environmental Impact Report (EIR).

### **ANALYSIS:**

The City issued a Request for Proposals (RFP) to conduct the EIR for the proposed Grocery Outlet project which requires a Coastal Development Permit, a Lot Merger, and Design Review. Three responses were received to the RFP. The proposals were reviewed by three staff members and one contractor. De Novo was selected based on experience, price, and proposed timeline. The applicant was informed that the City intended to award the contract to De Novo and they have concurred and agreed that they will cover all costs incurred by the contractor in the production of the document.

### **RECOMMENDED ACTION:**

Adopt a resolution approving the Professional Services Agreement with De Novo Planning Group and authorize City Manager to execute contract.

### **ALTERNATIVE ACTION(S):**

Continue item to a future date and request additional information.

### **FISCAL IMPACT:**

All costs incurred will be paid by the applicant, so there is no fiscal impact to the City.

### **GREENHOUSE GAS EMISSIONS IMPACT:**

N/A

### **CONSISTENCY:**

N/A

**IMPLEMENTATION/TIMEFRAMES:**

If approved, the contract will be circulated for signatures and the contractor will begin work immediately.

**ATTACHMENTS:**

1. Resolution Approving Professional Services Agreement
2. De Novo Proposal to Conduct an EIR for the Grocery Outlet
3. Proposed Professional Service Agreement

**NOTIFICATION:**

1. Terry Johnson, applicant
2. Steve McMurtry, consultant