

RFP NO. 20220104

South Bay Cities Council of Governments

Accessory Dwelling Unit (ADU) Acceleration
Regional Early Action Planning (REAP) Project
January 21, 2022

RFP NO. 20220104 QUESTIONS AND ANSWERS

- 1. Can SBCCOG provide any guidance on the total budget for the work? We understand that \$75K was originally budgeted for the ADU Analysis but the scope included in the RFP appears to be broader than was originally considered.***

South Bay Cities Council of Governments (SBCCOG) anticipates a range of approximately \$110,000 to 130,000 for the total budget of this work. SBCCOG is asking bidders to review all tasks and deliverables and submit bids based on their understanding of the scope of work. A budget proposal should include an itemized budget by task. For tasks, proposers can pose options to offer flexibility in their proposed work scope responding to the RFP.

- 2. For each deliverable involving a memorandum, is it one memo for all 7 cities together, or one individual memo per city?***

For each deliverable involving a memorandum, the deliverable will be one memo. The selected consultant will include in the memo their analysis and findings for each participating city.

- 3. Are the project team member resumes to be included in the 20-page limit?***

Resumes of project team members are not included in the 20-page limit for the proposal.

- 4. Is there a time frame for the 7 different city's public utilities to provide the infrastructure data? or are we expected to source/collect data (sewer, water, etc) through our own means for Task 2.5?***

SBCCOG will facilitate access to the participating cities in the study. SBCCOG will work with participating cities to begin gathering and preparing their infrastructure data for analysis after the project's start date, scheduled for February 28, 2022.

- 5. What level of resolution/detail is SBCCOG expecting for Task 2.5 & 2.6? More specifically, is SBCCOG expecting licensed engineers/consultants to be a part of the team to provide professional/binding opinions across the 7 participating cities?**

For Tasks 2.5 and 2.6, the expected level of detail is analysis that supports SBCCOG in providing decision-grade information to member cities. Analysis in Task 2.5 should help South Bay cities formulate infrastructure policies, ordinances, and programs related to development of ADUs, vis-a-vis carrying capacity and other issues. For Task 2.6, analysis should help SBCCOG and cities understand and forecast ADU construction in the South Bay. SBCCOG does not expect any particular licensed professionals on proposers' teams. SBCCOG seeks informed, thorough, well researched analysis that supports the provision of decision-grade information to member cities.

- 6. We found some data about where ADUs are currently, using the California database. The numbers only went to 2020. Do you have any idea when the 2021 numbers are going to be available so we could include those in the survey?**

SBCCOG will work with participating cities to obtain ADU data for 2021 and beyond, and will facilitate access to the data for the selected consultant when available.