

Revised Support Material Agenda Item No. 21

Board of Directors Meeting

October 7, 2020

10:00 AM

MEETING ACCESSIBLE VIA ZOOM AT: <https://gosbcta.zoom.us/j/92867292160>

Teleconference

Dial: 1-669-900-6833

Meeting ID: 928 6729 2160

DISCUSSION

Council of Governments

21. Regional Early Action Planning Grant Funding Work Plan and Contract Amendments

That the Board, acting as the San Bernardino Associated Governments (SBCOG):

A. Approve the Regional Early Action Planning (REAP) Grant Work Plan and authorize staff to submit the Work Plan to Southern California Association of Governments (SCAG) to receive \$2,437,000 in sub-regional allocation funding.

B. Approve a budget amendment to the Fiscal Year 2020/2021 Budget, Task No. 0404, to include REAP Sub-Regional Partnership grant funds in the amount of \$2,437,000.

C. Authorize the Executive Director, or his designee, to negotiate and execute a future Restricted Grant Agreement between SBCOG and SCAG to receive a reimbursement amount not-to-exceed \$2,437,000, subject to approval as to form by General Counsel.

D. Approve Amendment No. 1 to Agreement No. 19-1002152 (Grant Program Administration) with Blais and Associates, Inc., to increase the not-to-exceed contract in the amount of \$218,000 to manage the grant programs associated with the REAP Grant Work Plan, to be expended as part of the REAP Grant funds, and to exercise the first of two, two-year option terms to increase the budget by \$201,256 and extend the expiration date to June 30, 2023.

That the Board, acting as the San Bernardino County Transportation Authority (SBCTA):

E. Approve Amendments to On-Call Planning Agreements Nos. 19-1002103 (Alta Planning + Design, Inc.), 19-1002185 (Michael Baker International, Inc.), 19-1002186 (Fehr & Peers), 19-1002187 (Cambridge Systematics, Inc.), 19-1002188 (HDR Engineering, Inc.), and 19-1002189 (Dudek) to increase the total amount of all contracts by \$2,219,000 to implement the REAP Grant Work Plan, to be expended as part of the REAP Grant funds, and to exercise the first of two one-year option terms to extend the expiration date to June 30, 2023.

F. Approve an exception to Policy 11000 and authorize the Executive Director, or his designee, to execute competitive Contract Task Orders (CTO) associated with the On-Call Planning Agreements in Recommendation E, in a not-to-exceed amount of \$1,000,000 per CTO, for CTOs pertaining to the implementation of the REAP Work Plan.

Attachment B has been revised to include missing pages.

Attachment B

Individual Project/Activity Information

1. Staff Augmentation

Estimated Cost	\$ 575,000
Expected Start Date	11/01/2020
Expected End Date	02/28/2022
Consultant Procurement	Yes
Procurement Agency	SBCTA/SBCOG
Implementing Agency	SBCTA/SBCOG
Who Pays Consultant	SBCTA/SBCOG

For each project/activity listed, please provide more details:

- Nexus to Housing Production: Staffing to assist cities with HE review
- Expected Outcome of Project/Activity: Approximately 10 to 15 HEs
- Related Tasks from Other Funding Source: SB 2 and LEAP

Project/Activity Scope of Work:

Staff Augmentation provides a regional consultant bench available to local jurisdictions. These contract planning staff may augment local staffing needs for Housing Element review and adoption.

Task		Estimated Cost	Begin Date	End Date	Deliverable
1.1	Procure Planning Consultants	\$ 10,000	11/01/2020	12/15/2020	Consultant Contract
1.2	Local Jurisdiction Application	\$ 15,000	01/15/2021	02/01/2021	Request Log
1.3	Allocation of Consultant Funds	\$ 5,000	02/01/2021	02/15/2021	Staffing Plan
1.4	Jurisdiction Planning Consultation	\$ 545,000	02/15/2021	02/28/2022	Housing Elements

Total Projected Cost \$ 575,000

Individual Project/Activity Information

2. Sites Inventory and 3D Mapping Applications

Estimated Cost	\$ 572,500
Expected Start Date	01/15/2021
Expected End Date	02/28/2022
Consultant Procurement	Yes
Procurement Agency	SBCTA/SBCOG
Implementing Agency	SBCTA/SBCOG
Who pays Consultant	SBCTA/SBCOG

For each project/activity listed, please provide more details:

- Nexus to Housing Production: Technical data to complete the Housing Element and meet RHNA requirements.
- Expected Outcome of Project/Activity: regional site inventory and maps
- Related Tasks from Other Funding Source: SB 2 and LEAP

Project/Activity Scope of Work:

Identify sites suitable for residential development to accommodate the RHNA allocation within jurisdictions. SCAG will provide a RHNA community snapshot - a comprehensive and interactive Regional RHNA Opportunity Mapping GIS Database. Armed with this county-wide, web-based 3D basemap, SBCTA/SBCOG will solicit for five cities to participate in a Pilot Program for an interactive and locally configurable means to site residential capacity, the RHNA Site Inventory and Opportunity Finder tool. This new tool will tap into the Community Snapshot data to identify development potential, leverage transit and employment center efficiencies, and to refine local location suitability. Through Esri's ArcGIS Urban 3D web-based tools, local jurisdictions will be provided with 3D Scenario planning tools, automated site yield calculations, development capacity dashboard, zoning and land use explorer, and visual context for planning decisions. The site inventory toolkit will automate geographical data gathered from the OPR sitecheck.opr.ca.gov site along with SCAG geodatabase site to populate into HCD's site inventory reporting form.

Task		Estimated Cost	Begin Date	End Date	Deliverable
2.1	Procure Consultants	\$ 4,000	01/15/2021	2/30/2021	Consultant Contract
2.2	Solicit five cities for Pilot Program	\$ 1,500	2/30/2021	03/15/2021	RFP
2.3	Site Inventory and Opportunity Finder	\$ 235,000	2/30/2021	10/01/2021	Site Opportunity Finder Tool
2.4	Esri's ArcGIS Urban 3D Web-based Tools	\$ 230,000	2/30/2021	10/01/2021	RHNA Scenario Tools
2.5	HCD RHNA Summary Reporting Tool	\$ 82,000	2/30/2021	10/01/2021	Conversion Tool
2.6	Technical Assistance	\$ 20,000	10/01/2021	02/28/2022	Technical Assistance

Total Projected Cost **\$ 572,500**

Individual Project/Activity Information

3. ADU Capacity Analysis

Estimated Cost	\$ 270,000
Expected Start Date	01/15/2021
Expected End Date	02/28/2022
Consultant Procurement	Yes
Procurement Agency	SBCTA/SBCOG
Implementing Agency	SBCTA/SBCOG
Who pays Consultant	SBCTA/SBCOG

For each project/activity listed, please provide more details:

- Nexus to Housing Production: Technical data to complete the Housing Element and meet RHNA requirements.
- Expected Outcome of Project/Activity: County-wide ADU Capacity Analysis
- Related Tasks from Other Funding Source: SB 2 and LEAP

Project/Activity Scope of Work:

SBCTA/SBCOG consultant to prepare a county-wide ADU feasibility analysis. This report will include a regional ADU survey, a toolkit providing ADU policies, qualitative analysis, and discussion of ADU enforcement capability. Most importantly, this report will present the affordability analysis of multi-family residential and ADU units to satisfy RHNA requirements and determine as a region a feasible ADU credit capacity.

Task		Estimated Cost	Begin Date	End Date	Deliverable
3.1	Procure Consultant	\$ 5,000	01/15/2021	02/15/2021	Consultant Contract
3.2	Compile Local Data into Regional Inventory	\$ 30,000	02/15/2021	03/15/2021	Technical Memorandum
3.3	Policies/Tools, Analyses and Enforceability	\$ 95,000	03/15/2021	11/01/2021	Technical Memorandum
3.4	ADU Affordability Cost Comparison	\$ 115,000	03/15/2021	11/01/2021	Technical Memorandum
3.5	Draft ADU Capacity Analysis	\$ 25,000	03/15/2021	02/28/2022	ADU Capacity Report

Total Projected Cost \$ **270,000**

Individual Project/Activity Information

4. SB 1000 - Environmental Justice

Estimated Cost	\$ 245,000	align with timing on #2
Expected Start Date	06/01/2021	
Expected End Date	12/01/2021	
Consultant Procurement	Yes	
Procurement Agency	SBCTA/SBCOG	
Implementing Agency	SBCTA/SBCOG	
Who pays Consultant	SBCTA/SBCOG	

For each project/activity listed, please provide more details:

- Nexus to Housing Production: State Law Requirement with HE, LU and Safety Element Updates
- Expected Outcome of Project/Activity: SB 1000 Toolkit
- Related Tasks from Other Funding Source: Local

Project/Activity Scope of Work:

Development of a county-wide SB 1000 Toolkit for local jurisdictions that provides guidance regarding environmental justice in local land use planning. The toolkit will summarize the June 2020 EJ guidance, prepare sample policies, lead cities through engagement/outreach, examination of safe and sanitary housing, mitigation of existing issues, and streamlining to prevent any new injustices. An EJ Element identifies DACs, addresses health risks, promotes civic engagement, and prioritizes DAC improvements.

Task		Estimated Cost	Begin Date	End Date	Deliverable
4.1	Procure Consultant	\$ 3,000	06/01/2021	07/15/2021	Consultant Contract
4.2	Confirm Policy Direction/Compliance Checklist	\$ 4,000	07/15/2021	08/30/2021	Technical Memorandum
4.3	Draft Outreach Procedures, Sample Policies, etc.	\$ 90,000	08/30/2021	11/15/2021	Technical Memorandum
4.4	Develop Toolkit, per Toolkit Draft Scope	\$ 148,000	08/30/2021	12/01/2021	SB 1000 Toolkit

Total Projected Cost \$ **245,000**

Individual Project/Activity Information

5. AB 686 - Housing Discrimination/AFFH

Estimated Cost	\$ 255,000
Expected Start Date	06/01/2021
Expected End Date	12/01/2021
Consultant Procurement	Yes
Procurement Agency	SBCTA/SBCOG
Implementing Agency	SBCTA/SBCOG
Who pays Consultant	SBCTA/SBCOG

For each project/activity listed, please provide more details:

- Nexus to Housing Production: State Law Requirement for HE
- Expected Outcome of Project/Activity: AB 686 Toolkit
- Related Tasks from Other Funding Source: None

Project/Activity Scope of Work:

The passage of AB 686 requires RHNA distribution and each local housing elements to take a "meaningful action" on affirmatively furthering fair housing. This law requires an AFFH study as part of HEs, and this AB 686 toolkit containing pre-approved policy templates and AFFH analyses. The AFFH study will include Inland Empire specific guide on how to quantitatively analyze methodologies addressing AB 686 criteria.

	Task	Estimated Cost	Begin Date	End Date	Deliverable
5.1	Procure Consultant	\$ 5,000	06/01/2021	07/15/2021	Consultant Contract
5.2	AFFH Analysis for HE	\$ 105,000	07/15/2021	11/01/2021	Technical Memorandum
5.3	Examine Segregation and Resident Displacement	\$ 70,000	07/15/2021	11/01/2021	Technical Memorandum
5.4	Draft Toolkit	\$ 75,000	07/15/2021	12/01/2021	AB 686 Toolkit

Total Projected Cost \$ 255,000

Individual Project/Activity Information

6. Infrastructure Pilot Study

Estimated Cost	240,000
Expected Start Date	03/01/2022
Expected End Date	04/01/2023
Consultant Procurement	Yes
Procurement Agency	SBCTA/SBCOG
Implementing Agency	SBCTA/SBCOG
Who pays Consultant	SBCTA/SBCOG

For each project/activity listed, please provide more details:

- Nexus to Housing Production: Addresses Capacity Issues in HE
- Expected Outcome of Project/Activity: Infrastructure Capacity Program
- Related Tasks from Other Funding Source: SB 2 and LEAP

Project/Activity Scope of Work:

Task		Estimated Cost	Begin Date	End Date	Deliverable
6.1	Procure Consultant	\$ 5,000	03/01/2022	05/01/2022	Consultant Contract
6.2	Solicit Unincorporated County Areas	\$ 4,000	06/01/2022	08/01/2022	RFP
6.3	Analyze Infrastructure Growth Capacity	\$ 125,000	08/01/2022	12/01/2022	Technical Memorandum
6.4	Draft Infrastructure Analysis	\$ 106,000	12/01/2022	03/15/2023	Infrastructure Report

Total Projected Cost \$ **240,000**

Individual Project/Activity Information

7. Accessory Dwelling Units (ADU) Pre-Approved Design

Estimated Cost	\$ 61,500
Expected Start Date	01/15/2021
Expected End Date	02/28/2022
Consultant Procurement	Yes
Procurement Agency	SBCTA/SBCOG
Implementing Agency	SBCTA/SBCOG
Who pays Consultant	SBCTA/SBCOG

For each project/activity listed, please provide more details:

- Nexus to Housing Production: Expedites ADU permit process
- Expected Outcome of Project/Activity: Pre-Approved ADU Cut Sheets
- Related Tasks from Other Funding Source: SB 2 and LEAP

Project/Activity Scope of Work:

Create pre-approved ADU designs to expedite the ADU permit process for SBCTA/SBCOG jurisdictions.

The deliverables for this Activity are pre-approved ADU Cut Sheets and ADU Development Guideline booklet.

Task		Estimated Cost	Begin Date	End Date	Deliverable
7.1	Procure Architectural Consultant	\$ 2,500	03/01/2022	05/01/2022	Consultant Contract
7.2	Outreach/Confirm ADU Goals	\$ 4,000	06/01/2022	08/01/2022	City ADU Parameters
7.3	Prepare Pre-Approved Cut Sheets	\$ 40,000	08/01/2022	12/01/2022	ADU Cut Sheets
7.4	Draft ADU Development Guidelines	\$ 15,000	12/01/2022	03/15/2023	ADU Guidelines

Total Projected Cost \$ **61,500**