

RESOLUTION NO. _____ (N.C.S.)

**AUTHORIZATION TO EXECUTE AN AGREEMENT FOR
PROFESSIONAL SERVICES WITH RINCONCONSULTANTS, INC.
(RINCON) FOR GENERAL PLANNING AND ENVIRONMENTAL
SERVICES**

WHEREAS, in September of 2017, the Community Development Department issued a Request for Proposals (RFP) to Provide Contract Planning Services; and

WHEREAS, Rincon Consultants, Inc. (Rincon) responded to the City's RFP and adhered to the competitive bid process as defined in City of Salinas *Municipal Code Chapter 12*; and

WHEREAS, the City of Salinas (City) and Rincon entered into an Agreement for general planning and environmental services on October 13, 2017, expiring on June 30, 2018, with compensation not to exceed \$50,000; and

WHEREAS, Amendment No. 1 to the 2017 Agreement was executed, extending the term an additional year, through June 30, 2019; and

WHEREAS, Amendment No. 2 authorized by the City Council on June 4, 2019, extended the term through June 4, 2021, and increased the total not to exceed amount under the 2017 Agreement to \$200,000; and

WHEREAS, Amendment No. 3 authorized by the City Council on March 16, 2021, increasing the total not to exceed amount to \$235,000 to carry out services through the end of the 2017 Master Agreement term of June 4, 2021; and

WHEREAS, on May 11, 2021, the City Council approved a new, two-year Master Agreement with a total not to exceed compensation amount of \$150,000 to June 30, 2023; and

WHEREAS, a total of \$50,000 (fifty-thousand dollars) was encumbered for Fiscal Year 2021-2022 to pay for services provided in under the Master Agreement; and

WHEREAS, under the 2017 Agreement, Rincon has provided extensive research, technical and regulatory support, and reporting on Commercial Cannabis Permitting and other Planning Services for the City; and

WHEREAS, since 2017, Rincon has provided essential technical support to the planning and environmental review of several key economic and housing development projects in addition to processing cannabis permits; and

WHEREAS, ongoing environmental support, advanced planning, staff training, current planning, grant writing, and cannabis permit processing is necessary to fill service gaps due to staffing shortages; and

WHEREAS, Rincon's training support assists the Department by giving staff the tools and resources needed to carry out City Council strategic plan goals, initiatives, and objectives; and

WHEREAS, since June 2021, multiple large and complex development project applications have been received. Due to limited staffing resources and position vacancies, additional outside professional services are needed to review and process these applications in a timely manner; and

WHEREAS, the increased cost of \$200,000 associated with Amendment No. 1 was partially funded through a developer funding agreement (\$97,926); and

WHEREAS, a new General Fund allocation of \$60,000 was needed for services through the end of Fiscal Year 2021-2022; and

WHEREAS, due to a clerical error, Amendment No. 1 corrected the end date of the Master Agreement to end June 30, 2024; and

WHEREAS, Amendment No. 2 added an annual Standard Fee Schedule to the Master Agreement; and

WHEREAS, on June 30, 2024, the existing Professional Services Agreement with Rincon expired; and

WHEREAS, the subject Professional Services Agreement includes a total not-to-exceed amount of \$225,000; and

WHEREAS, execution of the subject Professional Services Agreement is not a project as defined by CEQA Guidelines Section 15378 and, therefore, no environmental assessment is required; and

WHEREAS, the Current Planning Division's fiscal year 2024/2025 budget in line item 1000.30.3462-63.5010 Outside Services Professional Services will be the funding source for the Agreement, which could also be offset by developer fees.

NOW, THEREFORE, BE IT RESOLVED that the Salinas City Council authorizes and directs the City Manager to execute the subject Agreement for Professional Services with Rincon Consultants, Inc. (Rincon) effective from November 12, 2024, to June 30, 2027, for a not to exceed compensation amount of \$225,000 for general planning and environmental services.

PASSED AND APPROVED this 12th day of November 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Kimbley Craig, Mayor

ATTEST:

Patricia M. Barajas, City Clerk