



## SACOG Board of Directors

December 7, 2006

### **Recommended Consultant Selection for Model Regional Form-Based Codes Workbook**

**Issue:** Entering into a contract to develop a form-based code workbook.

**Recommendation:** The Land Use & Housing Committee recommends that the Board authorize the Executive Director to negotiate a contract with David Evans Associates within the budgeted \$100,000 for the development of the form-based codes workbook.

**Committee Action/Discussion:** The Land Use & Housing Committee heard this item on December 4 and unanimously recommended approval by the SACOG Board. SACOG staff selected a preferred consultant through an RFP process and seeks approval by the Board to enter into a contract to develop a form-based code workbook. At its July meeting, the Board approved release of the RFP to develop a workbook that provides step-by-step instructions on how to create a form-based code. The approved budget for this project was \$100,000.

Planning Directors throughout the region said creating a step-by-step workbook would be the most useful task that SACOG could do to help promote form-based codes within individual jurisdictions. The workbook will show the various considerations in developing a form-based code. The workbook will also provide guidance on addressing universal issues such as parking, utilities and emergency vehicle access. Real-life examples in the region of how form-based codes would apply will also be included. Individual jurisdictions may consider whether to apply these instructions to particular areas where they would like a form-based code.

SACOG received qualified proposals from two teams. The selection committee comprised of three SACOG staff members and one from the city of Sacramento unanimously selected the David Evans Associates team based in Portland, Oregon, as the recommended consultant. In the view of the selection committee, this team (which includes Urbsworks and PB Placemaking) had more direct form-based code experience than the other applicant (EDAW Inc.). David Evans' related projects include Palo Alto, Rancho Cordova, and throughout the Pacific Northwest. The team's qualifications are attached.

Approved by:

Mike McKeever  
Executive Director

MM:GC:ts  
Attachment

Key Staff: Kenneth Hough, Director of Community Planning & Operations, (916) 340-6229  
Greg Chew, Senior Planner, (916) 340-6227