



Mendocino County

Legislation Text

File #: 17-0872, Version: 2

To: Board of Supervisors

From: Planning and Building Services and Executive Office

Meeting Date: October 3, 2017

Department Contact: Carmel J. Angelo

Phone: 463-4441

Department Contact: Nash Gonzalez

Phone: 234-6050

Item Type: Regular Agenda

Time Allocated for Item: 30 min

Agenda Title:

Discussion and Possible Action Regarding Request for Proposal Number 18-17, "Cannabis Zoning Exemption Development" Results, Including the Evaluation Review Committee's Recommendations Regarding Proposals Received and Contract Award

(Sponsors: Planning and Building Services and Executive Office)

Recommended Action/Motion:

Receive the update and recommendations of the Evaluation Review Committee related to Request for Proposal No. 18-17, "Cannabis Zoning Exemption Development" and award contract to Michael Baker International to provide Cannabis Overlay Exemption Development Services in the amount of \$142,000; and authorize Chair to sign same.

Previous Board/Board Committee Actions:

None

Summary of Request:

On March 31, 2017 the Mendocino County Department of Planning and Building Services Office and Executive Office released RFP# 18-17 titled "Cannabis Zoning Exemption Development". A Pre-Bidders Meeting was held on April 11, 2017 with two potential bidders in attendance. The RFP closed on May 2, 2017, and two responsive proposals were received. The RFP evaluation review committee, which consisted of five individuals (2 from Mendocino County Department of Planning and Building Services, 1 from Mendocino County Executive Office (CEO), 1 Board of Supervisors representative, and 1 Mendocino County -County Counsel representative) met and determined that both proposers would be requested to provide oral presentations/demonstrations. The two proposers, Michael Baker International and Placeworks, presented to the evaluation review committee on June 13, 2017.

Based upon the RFP evaluation review committee's recommendations, the Mendocino County Department of Planning and Building Services and Executive Office are submitting their recommendation for contract award consideration based on the evaluation review team findings. Mendocino County Department of Planning and Building Services Office and Executive Office are requesting the Board of Supervisors to consider award of a contract for services as described in RFP# 18-17 with Michael Baker International in the amount of \$142,000 to provide cannabis overlay exemption services for a three year term. Please refer to attached staff report for

additional information.

Alternative Action/Motion:

Return to Staff for Alternate handling.

Supplemental Information Available Online at:

<https://www.mendocinocounty.org/Home/Components/RFP/RFP/13/181?seldept=6&npage=3>

Fiscal Impact:

Source of Funding: PB 862189

Current F/Y Cost: \$142,000

Budgeted in Current F/Y: No

Annual Recurring Cost: N/A

Supervisory District: All

Vote Requirement: Majority

Agreement/Resolution/Ordinance Approved by County Counsel: Yes

CEO Liaison: Janelle Rau, Deputy CEO

CEO Review: Yes

CEO Comments:



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Executed By: Nadia Tipton

Final Status: **Approved**

Date: October 4, 2017

Executed Item No.: **Agreement** Number: 17-124

Note to Department:

Executed Documents Returned to

Department: Originals _____ Copies

_____ Hand Delivered _____ Interoffice

Mail _____ Executed Agreement Sent to

Auditor? Y/N