

COUNTY OF NAPA
REQUEST FOR PROPOSALS
for a
GENERAL PLAN UPDATE & EIR

Questions and Responses Raised at Pre-Bid Meeting (5-19-05)

1) *Why is the General Plan being updated?*

Response: The General Plan is over 20 years old and many of the elements are outdated. In addition, the County is looking to develop a plan that will help guide decision-making for the future and the old plan does not provide an accurate picture of what is in the County anymore.

2) *What elements have been updated recently?*

Response: The Housing Element was updated last year, but the remaining elements are older. The dates that the various elements were last amended are provided in the following table. The entire plan was last comprehensively updated in 1983.

Topic	Last Date Adopted / Revised
Housing Element	2004
Land Use Element	1998
Conservation & Open Space Element	1998
Growth Management System	1996
Scenic Highway Element	1996
Safety Element	1996
School Facilities	1994
Seismic Safety Element	1992
Circulation Element	1990
Noise Element	1990

3) *Has there been any discussion about focusing the land use map to provide more detail?*

Response: The Board of Supervisors has discussed this matter and does not want to make the land use map parcel-specific, except possibly in very limited areas such as Angwin.

4) *How much interaction does the County envision between the consultant and the General Plan Steering Committee?*

Response: The EIR will be heavily consultant driven. The County is not clear at this time regarding the exact level of interaction between the consultant and the Steering Committee as it is not clear how much time County staff will have to dedicate to the overall process. County staff will handle the Committee's administrative responsibilities, but will rely on consultant support for presentation materials and information.

- 5) *Has County staff considered forming working sub-committees of the Steering Committee to undertake the heavy lifting of the General Plan element development?*
Response: This is a possibility and the County is looking for creative suggestions in the proposals as to the best methods for ensuring that the General Plan is developed in a timely manner.
- 6) *Will the Steering Committee include elected officials?*
Response: No.
- 7) *Will the Steering Committee's bylaws be made publicly available?*
Response: Yes, the bylaws are available for download from the County website and are contained in the file "General Plan Steering Committee Invitation" - <http://www.co.napa.ca.us/GeneralPlan>
- 8) *What is the process envisioned for how the Steering Committee will operate?*
Response: County staff, working with the consultant, will develop drafts for the Committee to review and revise. There will be frequent "check-ins" with the Board of Supervisors as well.
- 9) *Will each element really be reviewed and completed in only one Steering Committee meeting?*
Response: The General Plan Element development process will be iterative and we anticipate that the committee will discuss each element several times.
- 10) *Can the Steering Committee delay the overall process?*
Response: Anything is possible in a public process, but staff will attempt to drive the schedule to ensure that the process moves along in a reasonable timeframe.
- 11) *How is it that the Draft EIR is envisioned to be publicly released prior to the Draft General Plan?*
Response: A Measure J vote may be required for the General Plan Update and the County will need to certify the EIR prior to placing a measure on the ballot. This means that the Draft EIR will have to be circulated early in the planning process, before the Measure J vote has taken place and (therefore) possibly before a single draft plan has been developed for citizen review. The EIR will have to be carefully crafted to cover a range of possible outcomes at the ballot box to avoid recirculation of a revised environmental document prior to plan adoption.
- 12) *Are the outcomes from the General Plan public workshops available?*
Response: Yes, the workshop outcomes are available for download from the County website and are contained under the heading "County Completes General Plan Public Workshops" - <http://www.co.napa.ca.us/GeneralPlan>.

- 13) *What is the public input process during the General Plan development?*
Response: As was shown in the already held workshops, County residents appear to be deeply interested in this planning effort. In addition to monthly steering committee meetings, which will be open to the public, the County anticipates additional public meetings when the Draft EIR and Draft Plan are circulated for citizen review.
- 14) *What has been the history with Measure J?*
Response: Since Measure J was passed, there have been approximately 12-15 proposals put before the voters. Some have been approved, but most have not. The measure calls for a vote of the public whenever agricultural lands are being proposed for development or alteration to non-agricultural uses.
- 15) *What are the intended uses of the EIR that will be developed to support the General Plan Update?*
Response: The County is seeking a comprehensive EIR that will be utilized in the evaluation of future development projects throughout the unincorporated County. It is anticipated that certification of this document will allow for “tiering” of future environmental reviews, and/or alleviate the need to prepare detailed subsequent environmental documentation for vineyard & winery development projects consistent with the adopted General Plan. In addition, the County would like the EIR to contain all necessary information to allow adoption of thresholds of significance consistent with CEQA Guidelines Section 15064.7 if desired.
- 16) *Who is preparing the "Water Plan 2050"?*
Response: The cities and County of Napa are collaborating on a study of water supply issues. West Yost & Associates is preparing a draft of this plan, which should be available for the agencies’ review in June.
- 17) *How will coordination with the various County municipalities be undertaken during the General Plan Update?*
Response: County staff will be primarily responsible for coordination with the cities. In addition, the Steering Committee may include one representative appointed by the City managers to represent “city interests.”
- 18) *What is the status of the various municipalities’ general plans?*
Response: American Canyon expects to update their general plan concurrent with the County. St. Helena expects to update their general plan within the next several years. The other municipalities have recently updated their plans or have no plans to do so.
- 19) *Will the consultant need to prepare the Measure J ballot text?*
Response: No. We expect that County staff will seek assistance in a separate consultant contract if necessary.

- 20) *How detailed should the cost estimate be for the General Plan Update proposal?*
Response: County staff expects the consultant to take the lead role in preparing the EIR and would therefore like to see a fairly detailed scope of work and cost estimate for EIR preparation. The scope of work and cost estimate for the general plan and public outreach components can be more generalized, but should provide sufficient detail so that reviewers can understand your recommended approach and assumptions regarding staff and consultant levels of effort
- 21) *What is the budget for this effort?*
Response: We expect the General Plan Update will be budgeted at just less than \$1 Million for the fiscal year starting in July 2005. It is unclear what additional funding will be available in subsequent years. Proposals should include phasing recommendations and/or otherwise acknowledge annual budget cycles.
- 22) *What other items are needed in the proposal?*
Response: It is very important that the draft contract language be reviewed and commented upon in the proposal submittal. (See RFP Section 12, p. 18.)
- 23) *Will the sign-in sheet from the pre-bid meeting be made available?*
Response: Yes, the sign-in sheets are being copied and will be distributed to those that attended the meeting. In addition, the sign-in sheet will be posted on the County website.

The following are corrections to the RFP:

- On page 14, item 5: "optimal" should read "optional."
- On page 15, the date of finalist interviews will be Thursday, July 7, 2005.

An overview of the Baseline Data Report was distributed at the meeting and is available from Patrick Lowe (707) 259-5937 upon request. Attached to the overview was a detailed scope of work (including lists of deliverables) and a map of Napa County drainage areas, both of which are also available upon request.