

Questions/Answers Related to the Request for Proposals – Amendment to Foster City’s General Plan Parks and Open Space Element and the General Plan Conservation Element

1. Is there a proposal page limit?

A: No. However, if the file is too large for email, you can provide us with an FTP link to download it.

2. Does the City have an anticipated fee or budget range for the consultant’s work on the General Plan Parks and Open Space Element and the General Plan Conservation Element?

A: No. We recommend keeping in line with our neighboring cities’ budget/funding as every city must update these two elements.

3. As noted in the RFP, a consultant is currently working on the City’s Parks Master Plan—Public Participation Plan. Is there a current draft or timeline for its completion?

A: The Public Participation Plan was recently completed and presented to City Council at its August 19 Meeting.

4. For Task 2 (Community Outreach and Engagement), are there a specific number or type of engagement opportunities that the City would like included?

A: There is no specific number.

5. For Task 3 (Existing Conditions Analysis), is the City anticipating a desktop exercise to understand and update the biological resources baseline conditions? Specifically, would “understanding the City’s existing urban tree inventory” require a comprehensive tree inventory of all City-maintained trees by a certified arborist? Is the existing urban tree inventory report and data available for our review? Additionally, will the inventory and analysis of natural resources require comprehensive vegetation community mapping to update baseline conditions?

A: Q(A&B): We do not need a comprehensive tree inventory, as the City maintains an Inventory that will be available for review. However, an update to the inventory may be required. Q(C): Our Parks department keeps a vegetation community map.

6. For Task 3 (Existing Conditions Analysis), the City requests the consultant to “Develop a Community Profile to provide context for the General Plan Amendment.” Is this intended to update the existing Community Profile within the General Plan (SECTION 1: Community Profile), or is it intended to be a new community profile specific only to the Parks and Open Space Element and the General Plan Conservation Element?

A: Update/expand the existing Community Profile to include the latest city demographics, growth trends, and key characteristics to contextualize GPA policies and implementation, analysis of natural resources, political boundaries, and a detailed population and demographic profile. Update to include specific populations needing specialized or additional services and programming, such as seniors, teenagers, young children, second-language learners, individuals with disabilities, military families, and veterans.

7. For Task 4 (Research and Analysis), could you please clarify whether “preparing a habitat conservation plan for the City’s open space” entails the development of a Natural Community Conservation Plan (NCCP) in compliance with the state Endangered Species Act and NCCP Act, as well as a Habitat Conservation Plan (HCP) in compliance with the federal Endangered Species Act to secure incidental take authorization for species at both the state and federal levels?

A: The scope should include SB 1425 and AB 1889 requirements and ensure it complies with OPR’s requirements.

8. For Goal 8 (Leverage Technology and Financial Innovation), could you expand on your expectations? Does this goal relate to technological tools that can be used in open space placemaking? Are the financial strategies intended to be funding strategies? Are there current funding strategies or project financing in place for the amendments?

A: This goal relates to eventual policy recommendations, both maintenance and capital, for services, infrastructure, and facilities.

9. Under 7. Proposal Requirements, does the City wish submittals to precisely follow the organization of the items listed?

A: As long as the elements are in your proposal, they can be presented in whatever manner you choose.

10. Under Section 10. Scope of Work, the City includes a goal of “to develop a natural communities conservation plan to facilitate coordinated mitigation of the impacts of new development.” Additionally, Task 4 of this section includes a task to “Prepare a habitat conservation plan for the City’s open spaces.” Given that an official Habitat Conservation Plan/Natural Communities Conservation Plan is a formal process that can take several years on its own, is the City specifically requesting an actual Habitat Conservation Plan/Natural Communities Conservation Plan as defined by the US Fish & Wildlife Service, above and beyond meeting the requirements of SB 1425?

A: Meeting the requirements of SB 1425 is sufficient.

11. Since the proposals will be submitted via email, is there a size limit to our files? Or if our proposal exceeds that file size, can we submit via an FTP site?

A: An FTP site can be used for larger file sizes.