



## MEMORANDUM

**DATE:** October 7, 2020

**FROM:** Guido F. Persicone, Planning Services Manager, AICP

**TO:** Interested Consulting Firms

**SUBJECT:** **HOUSING ELEMENT RFP PRE BID QUESTIONS**

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**Has a housing conditions report been prepared recently for Los Altos?**

Staff: This report has not been prepared.

**Who monitors and implements the City's impact fee?**

Staff: Alta Housing is the City's third-party housing partner, it monitors affordable housing in Los Altos and the City monitors any impact fees collected. Currently the City does not have a housing impact fee, although it does have an impact fee ordinance. The selected consultant will need to work with an economic firm to complete this fee study.

**For AB 1851 does the City have existing relationships to implement this legislation?**

Staff: Currently no, but this legislation is a great way to build infill housing on larger lots in Los Altos.

**The RFP listed several community meetings? Can you elaborate on this request?**

Staff: The selected consultant will need to engage in a lot of community input during the entire Housing Element process with frequent check ins with the City Council to ensure the policy makers are not surprised at the final work product.

**What is the anticipated budget for this project?**

Staff: The City is anticipating this Housing Element update will cost significantly more than the last RHNA cycle.

**Will other elements of the General Plan be updated as part of this process?**

Staff: As of now the focus is on the Housing Element update, but City staff are anticipating that other elements will have to be updated after project completion to ensure consistency within the General Plan.

**Is the City looking for potential economic prototypes to be prepared to identify the true cost of providing housing in Los Altos?**

Staff: Yes, preparation of the housing prototypes as part of the impact fee and gap financing would be very informative to the City Council.

**Does the City need to prepare objective standards?**

Staff: No.

**What level of CEQA is anticipated for the Housing Element and for the properties that will need to be up zoned?**

Staff: At a minimum, a Mitigated Negative Declaration will be required for the Housing Element. After the final RHNA is published by ABAG/MTC additional consideration will have be given about the level of CEQA for properties that might need additional density to meet the City's RHNA goals.