

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER**Contract for Plan and Regulation Update Services****Comprehensive Master Plan****Community Wildfire Protection Plan****Evacuation Annex****Transportation Master Plan****Unified Land Use Code****February 21, 2023**☐ For Information☐ For Discussion/Board Direction☒ Consent to
Place on Business/
Hearing Agenda

Issue: Jefferson County Department of Development and Transportation and Sheriff's Office, Office of Emergency Management have chosen Logan Simpson, et. al. to prepare the County Plan and Regulation Update, Project #22-5456ED-DT. This includes updates to the Comprehensive Master Plan, Community Wildfire Protection Plan, Comprehensive Management Plan, Evacuation Annex, Transportation Master Plan, and County land use regulations, which will be called the Unified Land Use Code. Contract negotiations have been completed and the County and the consultant have come to an agreement on the Scope of Services and Fee Schedule. The County Project Team would like Board of County Commissioners' approval to put this item on the Business Agenda for the Board to consider the Contract.

Background: This project was allocated \$800,000 in ARPA funding in the spring of 2022. The purpose of this funding is for the County to update our Comprehensive Master Plan (CMP), CWPP, Comprehensive Emergency Management Plan, Evacuation Annex (EA), Transportation Master Plan (TMP) and County land use regulations (zoning and land development). By updating all of these plans and regulations at the same time, there will be integration of land use, wildfire, evacuation planning and transportation policies and regulations so that they are all aligned and provide a cohesive vision for the future.

A County Project Team was formed, and a Request for Proposal was published to solicit proposals from consulting firms, which closed on August 15, 2022. After review of the sole proposal, the Scoring Committee, which was the same group as the Project Team, chose the team led by Logan Simpson to perform the work. The chosen consultant team Logan Simpson, intends to perform the work through its own work and through sub-contracts with Felsburg Holt & Ullevig, The Ember Alliance, Michael Baker International, White & Smith Planning and Law Group, Wilson Williams, LLP, Kendig Keast Collaborative, and Community Language Cooperative ("CONSULTANT TEAM"). The project covers a wide range of specialty tasks, so a large CONSULTANT TEAM was needed to be able to complete all parts of the Request for Proposal.

This project is intended to be completed in incremental components to allow a robust public outreach process. County staff will continue coordination with fire districts, Jeffco Parks and Open Spaces, and others concerning the COSWAP grant and other important initiatives over the course of this project.

The proposed timeline is to have all plans adopted in 18 months. Regulation updates are proposed for a total of 24 months with a phased approach. Updates would be proposed and adopted throughout the 18-month plan update process with final regulation updates implementing the plan updates, as necessary, to be completed 6 months after those plans are adopted.

The total project price is \$950,000. The two sources of funding are from the American Rescue Plan (ARPA) in the amount of \$800,000 and the County Road and Bridge fund in the amount of \$150,000.

The County Project Team, the ARPA review team, the County Attorney's Office, the Equity, Diversity and Inclusion (EDI) team, Public Affairs, Budget and Information Technology (BIT), Procurement and the Consultant Team have been working through contract negotiations and have reached an agreement on the Scope of Services and Fee Schedule.

Discussion: The County Project Team requests that the Board of County Commissioners place the Contracts for the County Plan and Regulation Update Services, and the Transportation Master Plan, Project #22-5456ED-DT on the Business Agenda for decision and to allocate \$150,000 from the Road and Bridge fund to be used exclusively for the Transportation Master Plan.

Update: Since the last briefing about this project in November 2022, County staff has worked with EDI to make sure there are Key Performance Indicators (KPIs) regarding Equity, Diversity and Inclusion as required by ARPA, worked with BIT to ensure the web platform for public engagement meets County requirements, coordinated with Public Affairs to ensure they will be involved with the Public Engagement Plan, and worked with the County Attorney to satisfy requirements with the legal review process. The County Project Team has been working with the County's ARPA Team since the beginning of the RFP process.

The separate Transportation Master Plan contract includes requirements for a safety component, which is referred to as a Vision Zero plan in the request for proposal. While this safety component may allow the county to qualify for additional state and federal grants. It will not be used to apply for the implementation grant outlined in the Safe Streets For All (part of IIJA) grant award which the county recently received. The Safe Streets For All safety plan will qualify the county to apply for Safe Streets For All Implementation dollars, while the safety plan included in this contract does not.

Fiscal Impact:

- Year of impact: 2023 to 2025
- TABOR impact: No, ARPA funding and use of fund balance from Road & Bridge Fund.
- Requested in adopted budget:
- Ongoing or one-time: One-time
- General Fund impact: N/A
- Staffing impact: N/A
- APRA impact: \$800,000 allocated from main ARPA award
- Match requirements: None, but propose to use fund balance in the amount of

- \$150,000 from Road & Bridge Fund
- Mandate/Contractual obligation: Contract price \$950,000

Revenue Limits Impact: ☐yes ☒no

The source of funding is the county's direct American Rescue Plan award and fund balance in the Road & Bridge Fund, there is no impact to the county's TABOR Fiscal Year Spending Limit.

SPA Review: Support, no concerns.

Facilities Review: N/A

BIT Review: Support with no Concerns

Fleet Review: N/A

Human Resources Review (New FTE Only): N/A

Recommendations: Place the Contracts for County Plan and Regulation Update Services with Logan Simpson in the total amount of \$950,000 on the March 7 Business Agenda for approval.

Originator: Abel Montoya, x8578, amontoya@jeffco.us

Contacts for Additional Information:

Chris O'Keefe, x8713, cokeefe@jeffco.us

Christina Lane, x8473, clane@jeffco.us

Hal Grieb, x4901, hgrieb@jeffco.us

Heather Gutherless, x8716, hgutherl@jeffco.us



COUNTY PLAN + REGULATION UPDATE

JEFFERSON COUNTY PROJECT #22-5456ED-DT

Consultant Team



L O G A N S I M P S O N



Michael Baker

I N T E R N A T I O N A L



THE
Ember
Alliance

**WHITE &
SMITH, LLC**
PLANNING AND
LAW GROUP



Plan Coordination

COMPREHENSIVE MASTER PLAN (CMP)

Logan Simpson

- Community Language Collaborative

TRANSPORTATION MASTER PLAN (TMP)

Felsburg, Holt & Ullevig

COMMUNITY WILDFIRE PROTECTION PLAN (CWPP)

The Ember Alliance

CAMP EVACUATION ANNEX (CEMP/EA)

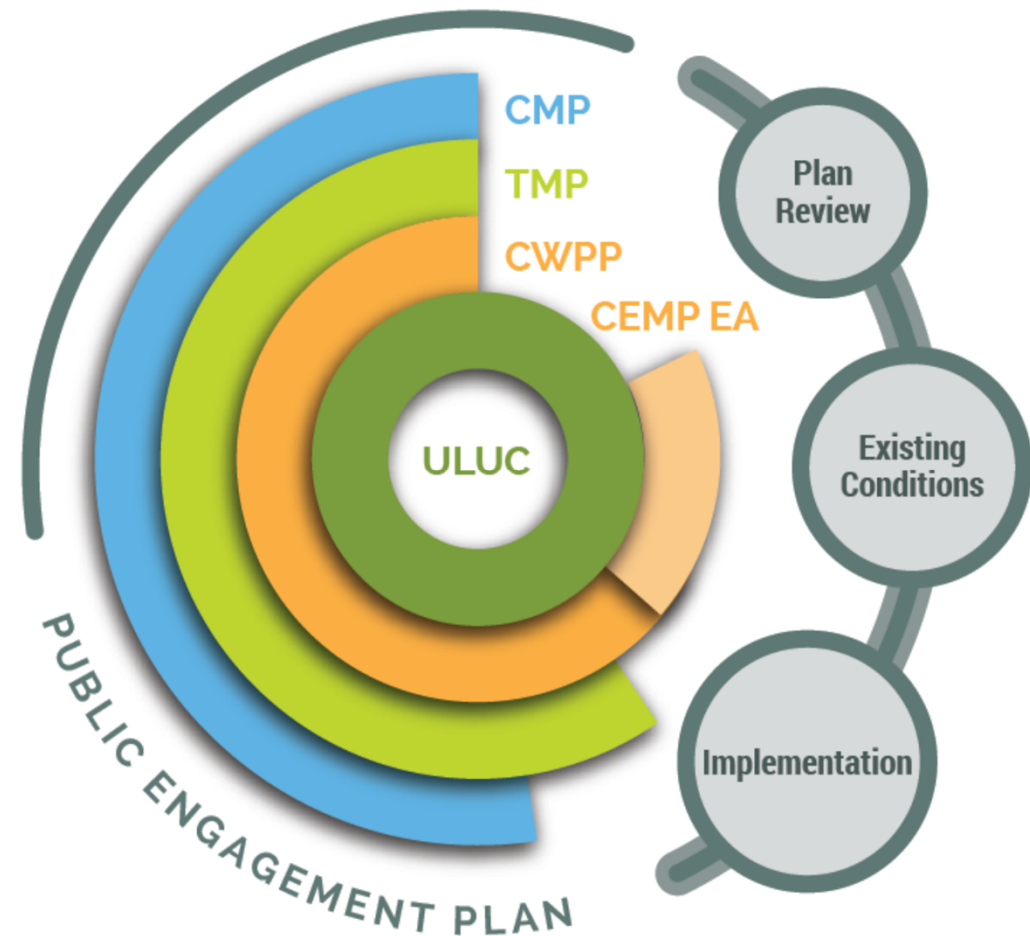
Michael Baker

- The Ember Alliance
- Felsburg, Holt & Ullevig

UNIFIED LAND USE CODE (ULUC)

Logan Simpson

- Kendig Keast
- White & Smith
- Wilson Williams, LLP

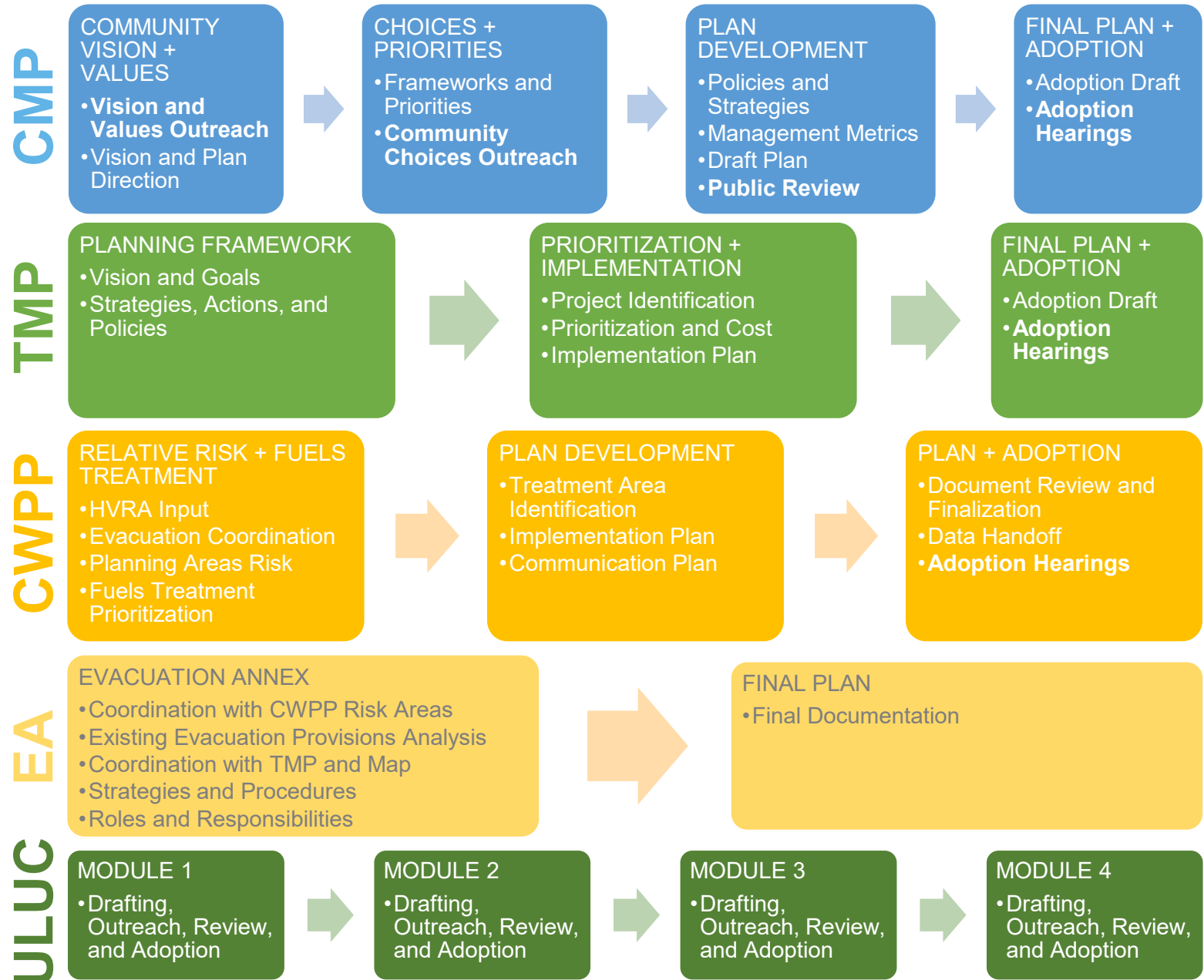


Plan Phasing

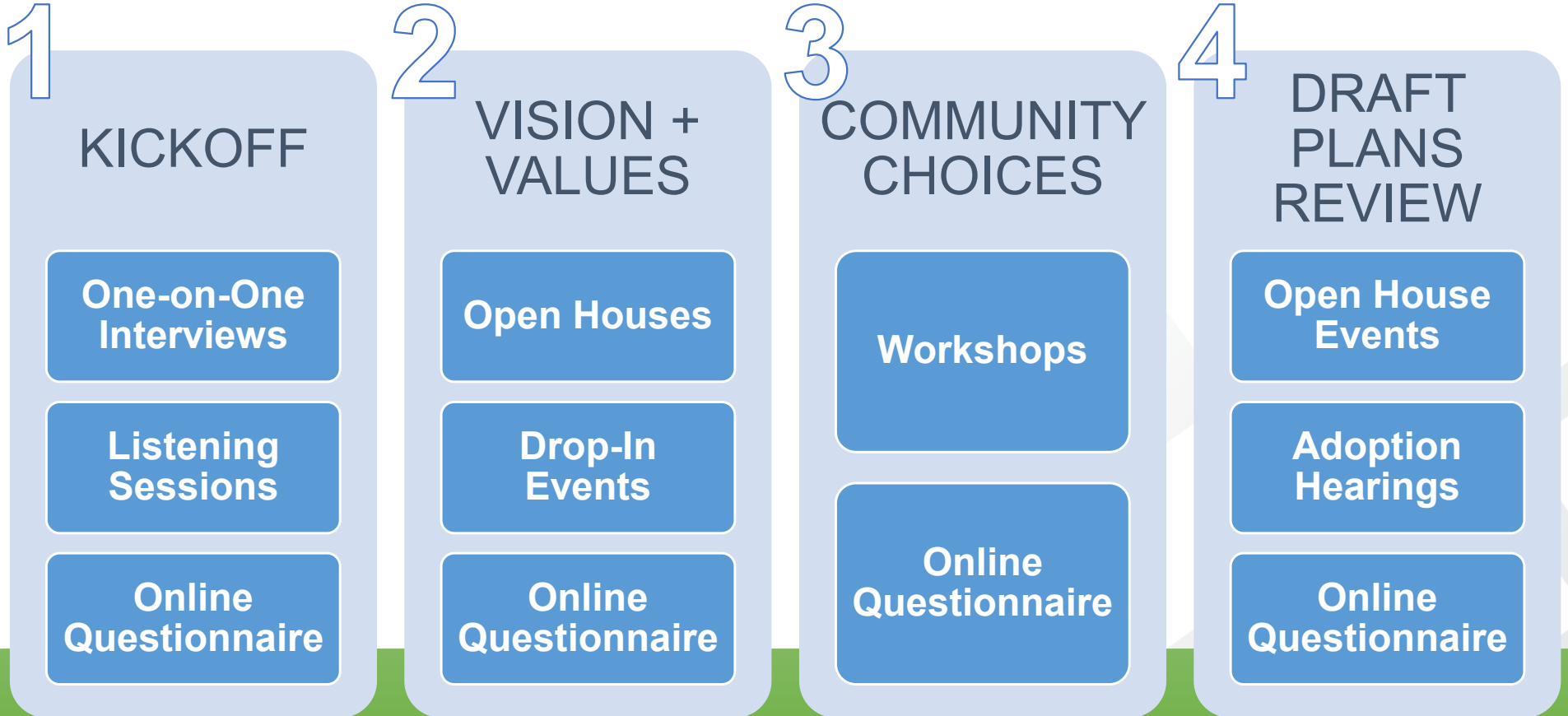
ACROSS ALL PLANS

FOUNDATION

- Project Kickoff
- Public Engagement Plan
- Guidance Roundtables, Listening Sessions, and County Tour**
- Evaluation and Audit of Existing Plans/Code
- Existing Conditions Snapshots
- Coordination with COSWAP grant



Plan Outreach



Project Website Feedback Opportunities
(Tag the Map, Comment Boards, Photo Contests)

Overall Schedule

OVERALL PLAN COORDINATION/SCHEDULE

