



**REQUEST FOR PROPOSAL FOR:
2025-2045 General Plan Update
City of Hughson, CA**



Issued: Friday, January 22, 2021

Proposals Due: Thursday, February 25, 2021, 5:00 pm

PREPARED BY:
City of Hughson
7018 Pine Street
Hughson, CA 95355

CONTACT:
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Purpose:

The City of Hughson is seeking a qualified consulting firm who has demonstrated and relevant General Plan update experience to assist in the preparation of a comprehensive update to the City's General Plan and accompanying program Environmental Impact Report (EIR). The City's current General Plan was adopted in 2005 and identifies the City's goals, policies, and priorities through the year 2025. The updated General Plan shall contemplate the changes in the community and in regional circumstances that have affected the City since the adoption of the previous General Plan.

The General Plan shall be prepared in accordance with the State of California General Plan Guidelines and with California Government Code Section 5302 and 65350 *et seq.* The associated Environmental Impact Report shall be completed in accordance with the Public Resources Code and applicable California Environmental Quality Act (CEQA) Guidelines.

This General Plan update will provide the City with the opportunity to review its existing General Plan elements, add elements, revise and update its policies, objectives, and goals, and guide growth in the community through the year 2045.

Section 1: Background

About Hughson

The City of Hughson is located in Stanislaus County, approximately 10 miles southeast of Modesto, 90 miles south of Sacramento and 100 miles southeast of San Francisco. There are no major highways through or adjacent to Hughson. State Highway 99 (SR-99) is the closest freeway, running north to south through Modesto. The existing incorporated area of the City of Hughson is approximately 1.75 square miles. The City is immediately surrounded by unincorporated areas of Stanislaus County, but is a short drive from the cities of Ceres, Turlock, Modesto, and Waterford.

Hughson is the newest city in Stanislaus County with an incorporation year of 1972. Hughson's character and identity comes from its agricultural roots. It is surrounded by agricultural fields and orchards, as well as several large agricultural businesses. Over 7,500 people live in the City, with thousands on the periphery calling Hughson their home.

Hughson is a desirable place to live because it is known as a safe city with a community-oriented atmosphere. Additionally, Hughson maintains the lowest crime rate in the county, and the best roadways (pavement condition). The City's downtown, which includes several 100-year-old buildings, has quaint charm. The City has several large businesses and is working with all business owners to grow their businesses and prospective business owners to open and be successful in the City.

The community follows its high school sports closely and is proud of the student athletes that have been through the program. In addition, the high school has produced award winning Future Farmers of America and Academic Decathlon teams demonstrating its commitment to academic excellence.

When not under COVID-19 restrictions, Hughson holds many well-attended community events, including the Hughson Fruit and Nut Festival, Christmas Parade, Light up the Town Christmas Light event, Operation Santa, citywide National Night Out events as well as parades for Halloween and Homecoming.

When the City's last General Plan was adopted, the City was in the throws of the real estate boom that swooped through the Central Valley in the early 2000s. Unprecedented growth occurred in Hughson during the years 2000-2007, resulting in almost a 78% increase in residents. Since the recession in 2008, the only significant growth has been the handful of infill projects that were approved prior to the recession and completed post-recession between 2015-2017. The last large developable piece of land was entitled in late fall of 2020 for 299 single-family homes. This development is expected to be the last large subdivision within the City limits. The current General Plan's goals of regulating development to maintain the quality-of life, small-town atmosphere, and agricultural traditions are still very important to residents, old and new.

The current Plan identifies that the role of the General Plan is to serve the community. As such, the updated General Plan should continue to:

- Define a realistic vision of what the city desires to be in 20 years.
- Express the policy direction of the City of Hughson with regards to the physical, social, economic, cultural, and environmental character of the city.
- Serve as a comprehensive guide for making decisions about land use, community character, circulation, open space, the environment, and public health and safety.
- Serve as the City's "constitution" for land use and community development. That is, it is to provide legal foundation for all zoning, subdivision and public facilities ordinances, decisions, and projects, all of which must be consistent with the General plan.
- Be in a clear and easy to understand form that encourages public debate and understanding.

This General Plan update will provide the City an opportunity to look at the "big picture" and establish new goals and policies that may be a better fit for the community now that the city is truly reaching its developable limits. The lack of developable land will also play an important role in the Housing Element update that will follow on the heels of the adoption of this General Plan update. With new requirements for more housing variety expected for the 6th Cycle of Regional Housing Needs Assessment (RHNA), new and creative uses for land will need to be explored. This General Plan update will need to demonstrate how Hughson will meet its fair share of the County and State's growing housing needs so that the City can have its Housing Element certified by the California Department of Housing and Community Development in

December 2023.

Section 2: Scope of Work

The City is seeking a Consultant or Consultant team that has extensive experience in preparing General Plans, a proven ability to assess the City's current conditions, and knowledge of current State and Federal regulations as it applies to the completion of the General Plan update and CEQA compliance. It is anticipated that the update to the General Plan will result in needed changes to the City's Land Use Map, Zoning Map, and Municipal Code. Given the community's interest in preserving a certain way of life in Hughson, the Consultant must be familiar with innovative public participation techniques to maximize public input within the decision-making process.

Task 1: General Plan

Overview

The current General Plan contains six elements that set goals, policies, and actions for each given subject in the Plan. The six elements cover the seven topics required by California State Government Code Section 5302. In addition to the required elements, the City wishes to add two new elements, an Economic Development Element and a Fiscal Element, described below. In addition to these two elements and the other legally required elements, the updated General Plan should also include a separate Existing Conditions Report.

Overall, the updated General plan must be technically accurate, user-friendly, concise, and written in a manner that is easily understood by the public. There shall be an emphasis on providing information visually using diagrams, photographs, tables, and maps. These types of visual representations are severely lacking in the existing General Plan. Technical appendices containing well-organized formats for ease of reference must be provided. The document text must clearly indicate where the supporting documentation for conclusions, policies or synopsis of data is located. The relationship must be clear, concise, and consistent between the comprehensive General Plan update, technical appendices, and the EIR.

Following the initial research and public outreach efforts, the Consultant shall evaluate the City's existing policies and land use patterns and recommend adjustments deemed appropriate, including new policies and/or land use alternatives. This will be compiled in the Existing Conditions report and identify the feasibility, potential impacts, ramifications, and outcomes of any recommended changes. From this analysis, the Consultant shall develop a series of policy and land use recommendations to be considered for incorporation into the General Plan.

Upon completion of the draft document, and prior to final adoption of the General Plan update, the Consultant shall be responsible for identifying necessary changes to the Zoning Ordinance and Zoning Map to ensure the Zoning Ordinance complies with the General Plan update. The Consultant shall work with staff to identify a timeline for any necessary zoning ordinance changes and zoning map changes to ensure all items are completed prior to the adoption of the new General Plan update. Staff will ultimately complete the work necessary to update the

Zoning Ordinance and Zoning Map.

The Consultant shall prepare monthly status reports to City staff concerning the status of the work and of completed and pending activities. Additionally, a Project Schedule/Work Plan shall be developed and include a list of required key tasks, activities, durations, and milestones to complete the General Plan Update and CEQA documentations. The schedule should be in terms of calendar days and identify time periods as the total elapsed time from the start date. The schedule should include the various public participation meetings, workshops, and public hearings.

Summary of Expected Deliverables:

- Project Schedule/Work Plan
- Existing Conditions Report
- Draft General Plan
- Large-scale exhibits for public hearings
- Provide, update, and manage an information website for the General Plan Update that will be linked to the City's website
- Final Resolution/Ordinance adoption materials for the General Plan update

Deliverables Expected for adopted General Plan:

- Adopted General Plan in paper format, bound (10 copies)
- Adopted General Plan in PDF and Word Format
- Updated Color Land Use Map (1'=500'), 3 wall copies (30x40)
- Updated Color Land Use Map in PDF format

Vision Statement

The current General Plan does not have a unifying theme or reference to the City's Vision Statement. The current Vision Statement was not adopted by the City Council until February 26, 2018. The overall document shall consistently reference back to this statement to show how the goals and objectives of the document work together to help achieve the City's Vision. The Vision Statement reads:

“To preserve Hughson’s unique spirit, heritage, and character,
while creating an undeniably great place to be”.

It is important that the Consultant facilitate the Vision Statement as a theme throughout the document. The Consultant shall include this statement in all of the public participation program components so it is clear that this update is meant to achieve or further the achievement of this vision for the City.

Economic Development and Fiscal Elements

The City desires to promote a business-friendly environment, acknowledge its weaknesses and realize potential opportunities within the marketplace. As such, the City would like to add an Economic Development Element which will incorporate multiple features addressing the City's

competitiveness within the marketplace, identify its challenges and opportunities, and provide strategies to improve economic vitality of its commercial and industrial land uses, attract new business, and retain and expand existing businesses. This will likely require the completion of a market study to understand the current condition in the area. This market study will need to identify the existing trade area demographics, identify retail leakage, absorption rate, void analysis for specific categories of retail uses, opportunity sites for development, and an inventory and description of comparable competing retail centers within the trade area.

The City also wishes to add a Fiscal Element to describe the economic foundations, characteristics and trends of the City of Hughson, and to evaluate the City's position in the regional economy. This element should explore the relationship between economic policies, urban development, and land use patterns, and analyze their impact on the financial well-being of the City. This element should describe the major components that comprise the City's economic base.

These two elements could be potentially combined if that makes more sense. This can be discussed with staff as the draft document starts to take shape.

Public Participation

Public participation will be an integral component to the overall success of this General Plan update. The Consultant shall develop a public participation program that is designed to engage all segments of the community and to permit individuals to participate as much or as little as they choose. This program shall also take into account the current state of the world and plan to have meaningful public participation in COVID-appropriate settings as long as restrictions on public gatherings exist. The Consultant will be responsible for providing Spanish translation services at all participation events.

The public participation component should at a minimum include:

- Four Community workshops;
- Focus Group meetings with individual interest groups (homeowner associations, church groups, minority groups, business owners, industry groups, etc.);
- Solicitation of comments through surveys or response forms by mail, on the City's website, or other forms of social media;
- Quarterly update material (flyers) to be sent out with city utility bills;
- Interactive website linked to the City's website;
- Other innovative public outreach and education processes subject to City review and approval.

Task 2: Environmental Impact Report

The Consultant shall prepare a Program EIR which will thoroughly and adequately assess the impacts of the Draft General Plan. It shall include three alternatives and comply with the provisions of the California Environmental Quality Act (CEQA). The Consultant shall also prepare the Initial Study, the Notice of Preparation, Notice of Completion, Notice of

Determination, responses to comments received during the public review period, a mitigation monitoring program, findings of fact pursuant to CEQA and a statement of overriding considerations, if necessary. The Consultant shall work with staff to ensure that all public noticing and posting requirements are met.

The Consultant will prepare or will have sub-consultants prepare any technical supporting reports, appendices, including but not limited to traffic modeling, geotechnical, biological, air quality, noise, GHG emission reduction, and archeological reports.

The EIR shall address the following areas:

1. Land Use Consistency and Compatibility: The EIR will describe existing land use and development patterns and evaluate the project's consistency with adopted City plans and policies.
2. Population, Housing and Employment: The EIR will analyze projected population, housing, and employment impacts of the Draft General Plan.
3. Transportation and Circulation: A traffic study shall be completed to determine the VMT impacts associated with City's existing and proposed transportation and circulation including roadways, bikeway network, transit systems, and pedestrian facilities.
4. Air Quality: The EIR will address the project's impact on air pollutants and their precursors as well as localized carbon monoxide impacts utilizing the appropriate air quality modeling tools. The analysis will address both operational, including vehicular emissions (long term) and construction level (short term) impacts on local and regional air quality.
5. Noise: The EIR will address the potential impacts on ambient noise levels from any construction related noise as well as potential impacts on ambient noise from the proposed project (buildout of proposed land uses).
6. Biological Resources: The EIR will analyze the project's short term (construction) impacts as well as long term impacts on biological resources, including special status species.
7. Hydrology/Flooding: The EIR will analyze the stormwater system, potential flooding impacts and water quality.
8. Public Services. The EIR will evaluate the potential impacts to public services such as schools, parks, solid waste disposal, and safety.
9. Cultural and Historic Resources: The EIR will evaluate potential impacts to cultural and historic resources.
10. Aesthetics: Scenic, natural, cultural and historic assets will be evaluated and potential impacts of the project identified.
11. Geology and Seismicity: The EIR will examine geologic and seismic conditions, addressing ground shaking and liquefaction potential from earthquakes.
12. Hazardous Materials/Toxics: The EIR will describe hazardous materials which exist and assess the potential exposure to these hazards through development anticipated in the General Plan.

13. Agricultural Resources: The EIR will describe the current agricultural resources in and around Hughson and provide an analysis of the potential impacts of these resources from the proposed General Plan update.
14. Utilities: The EIR will describe the existing services for water, wastewater, stormwater drainage, and solid waste. The EIR will analyze and address the project's construction and operational impacts to the water and wastewater systems, water supply and wastewater capacity to serve buildout of the General Plan. A potential Water Supply Assessment (WSA) may be required to be completed for the project by the Consultant. The Consultant shall include time in the project schedule for a WSA to be completed should staff and the Consultant determine that it is necessary.
15. Climate Change: Changes in energy consumption anticipated through implementation of the new General Plan shall be analyzed. Greenhouse gas emissions anticipated with the project shall be included. The EIR shall analyze how development anticipated by the General Plan will be affected by climate change and how implementation of the plan will affect climate change. While analysis of this topic is evolving, this EIR should include the most current thinking and practice regarding impacts of greenhouse gas emissions.

In addition, the EIR shall include discussion of growth inducing and cumulative impacts, and significant, unavoidable impacts, if any. A range of reasonable alternatives to the draft General Plan Update shall be evaluated, including the "No Project" alternative. A Mitigation Monitoring Program shall also be developed, as well as findings of fact pursuant to CEQA and statement of overriding considerations, if necessary. The Mitigation Monitoring Program shall be a separate document from the EIR. The Consultant shall develop recommended implementation measures appropriate for each element and also identify the appropriate party responsible for implementation, monitoring, capital costs, and confirmation of implementation. The implementation program should also include an estimated time frame for completion.

The Consultant will attend and facilitate an EIR scoping meeting and public hearings on the Draft EIR at the Planning Commission and City Council. The Consultant shall prepare responses to comments received during the public review period and at the public hearing.

The Consultant shall coordinate the printing of the Final EIR. Deliverables expected:

- Five hard copies and one PDF copy of the Final EIR and Appendices.
- At least one hard copy of all necessary screenchecks and any draft documents (appendices, MMRP, Response to comments, Statement of Facts and Findings, etc.)

Section 3: Proposal Format and Content

Proposals should be specific, concise, and should conform to the below outline to enable the City to provide consistent review of all proposals. Five (5) bound copies and one (1) digital PDF copy on USB drive of the proposal must be submitted. Each submittal should contain no more

than 30 double-sided 8 ½" X 11" pages (not counting dividers, exhibits, and any relevant appendices). Font shall be no less than 11pt. All pages shall be numbered. Drawings provided with the submittal shall not exceed 11"x17".

To be considered for selection, submittals must arrive at the location identified by the date and time specified in the next section. Proposers who mail packages should allow ample delivery time and note the specific mailing address listed in the schedule section.

Proposal Contents

1. Title Page (5 Points)

Include the RFP subject, firm name, local address, telephone number, email address, contact name(s) and date.

2. Cover Letter/Executive Summary (20 Points)

The section should clearly convey the Consultant's understanding of the nature of the project and the approach to be taken. This section should include but is not limited to the following areas:

- Purpose and organization of the study effort.
- Summary of the proposed approach, including how the approach will develop a vision to be integrated within all aspects of the General Plan update.
- A description of the Consultant or team's experience in recent General Plan updates within the last five years in California, highlighting any within Stanislaus County or the Central Valley area with similar demographics and population size as Hughson.

3. Project Team and Detailed Work Plan (30 Points)

This section should clearly identify the members of the team participating in the General Plan update. Specifically include:

- Team description: Describe the project management team and identify the project manager and the day-to-day contact, and the members of the project team. Provide an organizational chart to solidify who is the lead and back-up for each component of the project (should it vary by task). Provide the qualifications of team members and discuss their related work experience. Highlight those individuals that have experience working with rural and small cities with high levels of civic participation and interested in City affairs.
- Task descriptions: Provide a full description of the steps to be followed in carrying out this work. This work description should be broken down in enough steps to show enough detail to convey a clear understanding of the work and the proposed approach.

- Public Outreach and Engagement Strategy: Describe the community outreach and engagement strategy and provide examples of successful engagement to citizens who may not have a strong grasp of community planning but are very interested in the future of their community. Highlight team experiences with traditional outreach methods as well as use of technology. Provide examples of COVID and non-COVID related outreach efforts since the future of in-person meetings is still uncertain.
- Task Deliverables/Work Product: Provide a description of the format, content, and level of detail which can be expected in each deliverable.
- Schedule: Provide a schedule to accompany the work description showing the expected sequence of tasks and subtasks, with important milestones noted.
- Consultant Team Personnel Hours: Provide a breakdown of the anticipated personnel hours for the various General Plan tasks, including sub-consultants, and also including mark-up factors which could apply.

4. Management Program (30 Points)

This section should describe the Consultant's management approach to the proposal. This should include a description of the role of the lead Consultant and any sub-consultants, and any specific feature of the management approach that needs to be explained. If sub-consultants are being considered, please list their specific responsibilities, and describe how they will be supervised.

The expected distribution of the work among the firm's employees should also be indicated here. Please summarize the pertinent qualifications of each team member and why he or she is assigned to a particular task. Include all resumes as attachments to the proposal.

5. Cost Proposal (10 Points)

Although an important aspect of consideration, the financial cost estimate will not be the sole justification for consideration. The City does expect a fair and reasonable project cost, backed by itemization of how the costs per phase and task were developed. Proposals should include, at a minimum:

- Task Budget: Include a breakdown of expenses by task and key personnel, to ensure a full understanding of resources committed to this work. The task budget should also address the scope of work as described in this document, include any possible optional tasks, and include a total project cost.
- Billing rate: Please provide a breakdown of billing rates (direct labor, overhead, fee, etc.).
- Community Outreach: Provide a budget separating out the costs for the

community outreach component as a specific category.

Each task should clearly identify the team member who will be primarily responsible for completing each task. Costs should be segregated into a time and materials rate schedule and a not-to-exceed maximum amount for all work. Prices shall represent the cost of finished products and cost estimates shall identify expenditures for graphics, base maps, public meeting and hearing participation, printing, legal notices, postage, mailing, advertising, and other incidental and administrative costs.

6. References (5 Points)

The review team will conduct a background reference review of each respondent. Please include the following information for three projects that the proposed Consultant/consulting team worked on together:

- Name of the project/study
- Location of the project
- Name, title, and contact information for the client
- Project budget
- Project timeline and date of completion of the project

Section 4: Consultant Selection Criteria and Process

Responding firms will be evaluated based on the following criteria:

- Quality of proposal.
- Related and recent General Plan update experience generally and General Plan update experience specifically in Stanislaus County and the Central Valley.
- Expertise and experience of the project team assigned to the project, and the in-house expertise, or the ability to work with sub-consultants with expertise in areas outlined in the scope of work.
- Demonstrated experience with public participation and outreach and development of innovative strategies to encourage participation.
- Demonstrated ability to stay on schedule and on budget.
- Management approach to the project.
- Review of references.

Ideally three to four proposals will be invited to an interview. The interview will help to clarify each proposal and the approach and qualifications for the project. Based upon the interview and evaluation of the proposals, the top ranked Consultant will be recommended to the City Council.

The City of Hughson reserves the right to reject any and all proposals, modify the scope of work or services if necessary, withhold award of contract for any reason, waive or decline any technicalities or irregularities in any proposal, and required additional written and/or verbal presentations, if necessary.

Section 5: Submission Process and Schedule

Proposals must be received by February 26, 2021 by 5:00 p.m. Late proposals will be rejected. Any questions or clarifications on the content of the RFP must be sent to Ashton Gose at AGose@hughson.org between the period of January 25, 2021 through February 3, 2021. All questions and responses will be posted to the City's website on the RFP page here: <http://hughson.org/our-government/city-departments/community-development/public-works/bidding-rfps/>. General questions can be directed to AGose@hughson.org at any time.

Please submit five (5) hard copies bound and one (1) digital PDF copy on a USB of your full proposal to:

City of Hughson
Attn: Ashton Gose, Deputy City Clerk
7018 Pine Street
P.O. Box 9
Hughson, CA 95326

For proposals sent through the United States Postal Service, please use the P.O. Box address line. For proposals sent through a different delivery service, please use the 7018 Pine Street address line.

The responses will be scored, and the qualifications of each Consultant/Consultant team will be reviewed to ensure that they are sufficiently qualified to perform all required services. A short list of firms will be selected and invited to take part in interviews in March 2021. The interviews will require a presentation of the proposals by the Consultant/Consultant team and will be followed by a question-and-answer period with interview panel members. Staff will then check references of top candidates following the interviews. Staff anticipate making a recommendation to the City Council in April 2021. The Council may or may not choose to conduct their own interview.

The anticipated schedule for the overall process is outlined below:

Milestone	Date*	Time*
Release RFP	January 22, 2021	8:30 A.M.
Question submittal deadline	January 25-February 3, 2021	5:00 P.M.
Proposal due	February 25, 2021	5:00 P.M.
Review and scoring of proposals	March 2021	-
Interviews with Finalists	March 2021	TBD
Staff recommendation to City Council	April 2021	-

Award Contract	April-May 2021	-
Kick off meeting	TBD	TBD
Draft Document Due for Review	TBD	TBD
Final Draft Due	TBD	TBD

***This schedule may be modified and/or extended if necessary.**

Section 6: Related Documents

The documents listed below are accessible online at the associated webpage links:

1. 2005 Hughson General Plan
 - a. <http://hughson.org/wp-content/uploads/2017/02/Complete-Final-GP2.pdf>
2. 2005 Hughson General Plan EIR Volume One
 - a. <http://hughson.org/wp-content/uploads/2017/02/EIR-Volume-One.pdf>
3. 2005 Hughson General Plan EIR Volume Two
 - a. <http://hughson.org/wp-content/uploads/2017/02/Final-EIR-Volume-Two.pdf>
4. Hughson Housing Element 2015-2023
 - a. http://hughson.org/wp-content/uploads/2019/03/HughHE_Adopted_2015-12-21.pdf
5. Hughson Farmland Preservation Program
 - a. <http://hughson.org/wp-content/uploads/2017/02/1-Exhibit-A-Hughson-Farmland-Preservation-Program-2.pdf>
6. City of Hughson Non-Motorized Transportation Plan
 - a. <http://hughson.org/wp-content/uploads/2017/02/City-of-Hughson-Non-Motorized-Transportation-Plan.pdf>
7. Design Guidelines:
 - a. Façade Improvement Program
 - i. <http://hughson.org/wp-content/uploads/2017/02/Facade-Improv-Packet.pdf>
 - b. Commercial Design Guidelines
 - i. http://hughson.org/wp-content/uploads/2017/02/Commercial-Design-Guidelines_12.pdf
 - c. Multi-Family Guidelines
 - i. <http://hughson.org/wp-content/uploads/2017/02/Hughson-Multi-Fam-Guidelines.pdf>
 - d. Design Expectations
 - i. <http://hughson.org/wp-content/uploads/2017/02/Design-Expectations.pdf>

Proposal Terms and Conditions

Examination of proposal materials

The submission of a proposal shall be deemed a representation and warranty by the proponent that it has investigated all aspects of the RFP, that it is aware of the applicable facts pertaining to the RFP process and its procedures and requirements, and that it has read and understands the RFP. No request for modification of the provisions of the proposal shall be considered after its submission on the grounds the proponent was not fully informed as to any fact or condition.

Addenda interpretations

If it becomes necessary to revise any part of this RFP, a written addendum will be provided to each firm that requested to be added to the notification list and said addenda will be uploaded to the City website. The City of Hughson is not bound by any oral representations, clarifications, or changes made in the RFP by the City or its agents, unless such clarifications or change is provided in written addendum from the City of Hughson.

Designated contact

For the purposes of this RFP, the City's designated Project Manager is the Community Development Director. Any questions concerning the scope of work and the selection process shall be directed to Ashton Gose, at agose@hughson.org. All questions and responses concerning this RFP will only be accepted in writing, via email. All questions must be received by February 3, 2021 by 5:00PM.

Responses to questions will be posted on the City's website and will become part of the RFP. It is the Consultant's responsibility to check the website for updates.

Public records

This RFP document and all submittals in response thereto are public records. Prospective Consultants are cautioned not to include any material into the proposal that is strictly proprietary in nature.

Proposal costs

All costs associated with the preparation of RFP submittals shall be borne by the respondent. This RFP does not constitute any form of offer to contract.

Reservation of rights

The City reserves the right, for any reason, to accept or reject any one or more proposals; to negotiate the terms and specifications of the proposal; to modify any part of the RFP; or issue a new RFP.

Product ownership

Any documents resulting from the contract will be the property of the City.

Professional services agreement

All Proposers shall enter into a professional services agreement with the City.

Causes for disqualification

Any of the following may be considered cause to disqualify a proponent without further consideration:

- Evidence of collusion among proponents.
- Any attempt to improperly influence any member of the evaluation panel.
- A proponent's default in any operation of a professional services agreement which resulted in termination of that agreement.
- Existence of any lawsuit, unresolved contractual claim, or dispute between proponent and the City.