



CITY OF
BIG BEAR LAKE *California*

RESPONSE TO QUESTIONS
(RFP Addendum)

**COMMUNITY VISIONING FACILITATION,
VISION STATEMENT AND ACTION PLAN**

Deadline for consultant questions pertaining to this RFP is January 20, 2022 by 3:00 p.m. Questions and responses will be posted in this addendum promptly upon receipt, and no further updates to this Addendum are anticipated after 5:00 p.m. January 21, 2022.

January 10, 2022

1. Is there a budget or budget range for this project?

The City has not established a budget for this project. However, as part of the October 18, 2021 City Council discussion, the staff report included a summary table of various Comprehensive Plan Update approaches, and the estimated cost for Community Visioning was \$100,000-\$200,000. This is an estimated range and will depend greatly on the consultant proposals and end-products.

2. Is there a page limitation on the proposal?

There is no page limitation on the proposal. However, all submittals are encouraged to be comprehensive, concise, and responsive to the proposal request.

3. Are out-of-state firms encouraged to apply?

All qualified firms are encouraged to apply. We anticipate this to be a hands-on process especially during the outreach component. For those firms that are not local, it may be helpful to include how the distance will not be an issue or concern.

January 20, 2022

4. What level of base mapping (GIS, surveys, property ownership, etc.) is available?

The City has city-level GIS parcel data including assessor's parcel information from San Bernardino County with various property characteristics. In addition,

citywide zoning, streets, sewer lines, and aerial imagery are available. However, the City does not have any built feature data, such as buildings or structures.

5. Are vacation rentals a concern of the community? And if so is the City considering restricting or eliminating this?

There is a community perception that vacation rentals are a concern in the community. In November 2020, the City initiated steps to consider changes to the vacation rental ordinance. After several special joint meetings of the City Council and Planning Commission, a new vacation rental ordinance was adopted by the City Council on August 16, 2021. The details of the City's Vacation Rental Program are located on the city webpage here:

<https://www.citybigbearlake.com/index.php/services-main/transient-private-home-rentals>.

In December 2021, the City received a Notice of Intent of a potential citizen initiate to limit vacation rentals has been filed. The information can be found here: <https://www.citybigbearlake.com/index.php/news-and-announcements/548-notice-of-intent-filed-for-potential-citizen-initiative-to-limit-vacation-rentals>

6. Do you feel it would be beneficial to include an economic assessment element to understand how any thoughts or ideas might have a positive or negative impact on the general fund?

The community visioning is anticipated as a preliminary step in advance of a more comprehensive general plan update. Therefore, the focus of this particular effort is identification and understanding of the community needs and expectations. Inclusion of an economic assessment element may be warranted at a later time (depending on the community visioning outcome).

7. Do you have a general timeline in which you would like to complete the process?

As presented to City Council on October 18, 2021, a time frame of 6 to 9 months is anticipated for the community visioning effort.

8. What level of assistance can we assume from City staff, (ie assisting with organizing public meeting venues, distributing information to the public about upcoming meetings, monitoring websites, etc)?

The City expects to work alongside the selected consultant in the visioning effort. With regard to meeting venues, distributing information, and monitoring social media websites, those tasks could be coordinated with the City's Public Information Officer.