

**AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT, C44860
BETWEEN THE CITY OF PALM DESERT AND INTERWEST CONSULTING GROUP, INC.,**

1. Parties and Date.

This Amendment No. 1 to the **Professional Services Agreement, C44860**, is made and entered into as of this **12th** day of **DECEMBER, 2024**, by and between the City of Palm Desert ("City") and **INTERWEST CONSULTING GROUP, INC., a Corporation**, with its principal place of business at **1500 S Haven Ave, Suite 220 Ontario, CA 91761** ("Vendor"). The City and Vendor are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. Recitals.

2.A Agreement. The City and **INTERWEST CONSULTING GROUP, INC.**, have entered into an agreement entitled "**Professional Services Agreement, C44860**" dated **November 16, 2023** ("Agreement" or "Contract") for the purpose of retaining the services of **INTERWEST CONSULTING GROUP, INC., a Corporation** to provide **Professional Planning Services for Updating the University Neighborhood Specific Plan (UNSP), Project 2023-RFP-203**

2.B Amendment. The City and **INTERWEST CONSULTING GROUP, INC.**, desire to amend the Agreement to **Extend the Terms of the Agreement, Revise the Scope of Services, and increase compensation.**

2.C Amendment Authority. This Amendment No. 1 is authorized pursuant to **Section 3.6.14** of the Agreement.

3. Terms.

3.A Section 3.1.2 Term of the Agreement is hereby amended in its entirety to read as follows:

The term of this Agreement shall be from **NOVEMBER 16, 2023**, to **DECEMBER 31, 2025**, unless earlier terminated as provided herein. The City shall have the unilateral option, at its sole discretion, to renew this Agreement automatically for no more than **ONE** additional one-year term. Consultant shall complete the Services within the term of this agreement and shall meet any other established schedules and deadlines.

3.B Section 3.3.1 Compensation of the Agreement is hereby amended in its entirety to read as follows:

Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C-1" attached hereto and incorporated herein by reference. The total compensation shall not exceed **THREE HUNDRED AND NINE THOUSAND NINE HUNDRED SEVENTY DOLLARS (\$309,970)** without written approval of the City Council or City Manager, as applicable.

3.C Exhibit A is hereby deleted in its entirety and replaced with Exhibit A-1 attached hereto and incorporated herein by reference.

3.D Exhibit B is hereby deleted in its entirety and replaced with Exhibit B-1 attached hereto and incorporated herein by reference.

3.E Exhibit C is hereby deleted in its entirety and replaced with Exhibit C-1 attached hereto and incorporated herein by reference.

3.F Continuing Effect of Agreement. Except as amended by this Amendment No. 1, all other provisions of the Agreement remain in full force and effect and shall govern the actions of the parties under this Amendment No. 1. From and after the date of this Amendment No. 1, whenever the term "Agreement" or "Contract" appears in the Agreement, it shall mean the Agreement as amended by this Amendment No. 1.

3.G Adequate Consideration. The Parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Amendment No. 1

3.H Severability. If any portion of this Amendment No. 1 is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.I Counterparts. This Amendment No. 1 may be executed in duplicate originals, each of which is deemed to be an original, but when taken together shall constitute but one and the same instrument.

[SIGNATURES ON FOLLOWING PAGE]

SIGNATURE PAGE FOR AMENDMENT NO. 1 TO Professional Planning Services for Updating the University Neighborhood Specific Plan (UNSP), Project 2023-RFP-203, Contract No. C44860 BETWEEN THE CITY OF PALM DESERT AND INTERWEST CONSULTING GROUP, INC.

IN WITNESS WHEREOF, the Parties have entered into this Amendment No. 1 to the **Professional Planning Services for Updating the University Neighborhood Specific Plan (UNSP), Project 2023-RFP-203, Contract No. C44860** as of the day and year first above written.

CITY OF PALM DESERT

INTERWEST CONSULTING GROUP, INC. A CORPORATION

By: _____
L. Todd Hileman
City Manager

By: _____
Paul Meschino
President

Attest:

By: _____
Anthony J. Mejia
City Clerk

By: _____
David Kniff
Assistant Secretary

Approved as to form:

By: _____
Isra Shah
Best Best & Krieger LLP
City Attorney

City Clerk QC: _____

Contract QC: _____

Insurance:

Initial Review

Final Approval

EXHIBIT “A-1”

SCOPE OF SERVICES

Project Objectives

This planning effort will focus on evaluating existing and potential land uses; analyzing circulation and infrastructure conditions; and developing land use regulations, implementation strategies and objective design guidelines to encourage appropriately scaled development within the project area. The primary objectives to be achieved through the UNSP update are:

- Consistency with General Plan Land Use and Circulation Element or consider making the Specific Plan the effective land use document over the project area.
- Engage and inform the public and existing Plan area residents about transit-oriented design concepts, potential updated development standards and the UNSP update process generally through a comprehensive community involvement strategy. This strategy shall gather significant resident input from a variety of Palm Desert residents and incorporate this input into the UNSP Update policies and design guidelines.
- Revise the land use plan and policy framework to transition from significant commercial use requirements to increased housing density and development, while also allowing other neighborhood supportive uses such as retail and office mixed-use throughout the Plan area.
- Improvement of motorized, non-motorized, and transit connectivity between the Plan Area, and existing and future commercial and residential areas (and circulation infrastructure) in and adjacent to Palm Desert city boundaries (as feasible).
- Development and implementation of objective urban design standards which promote walkable and livable environments, compatible with the surrounding and existing development within the Plan area.
- Develop subdivision standards that promote walkable environments and incorporate policies of the General Plan.
- Prepare any necessary addenda or supplements to complete the CEQA impact analysis, building on the adopted Environmental Impact Report, as appropriate.

GENERAL

The consultant shall prepare amendments to the UNSP in accordance with Government Code Section 65450 et. seq. The proposal should address all studies, activities, and disciplines necessary to complete the amendment. Consultant responsibilities are those listed below which are not exhaustive. The City encourages innovation in concept, design and implementation. It is not intended that the plan include construction level engineering and design; however, the work must be of adequate detail to evaluate needs, capacity, and cost.

- Assemble and review existing information and data.
- Develop new information and data to support the update.
- Present background information and data, either within the plan document, or as a separate compendium. The consultant’s recommendation on the most effective approach is requested. All information should be made available in electronic format suitable for display on the City’s web site.

- Prepare all text, illustrations and maps contained in the Amendment. Provide administrative draft(s) for internal City review, a screen check draft, a public review draft, and final documents reflecting all modifications directed by the City. Provide documents in sufficient quantity for review by City officials, property owners and for public circulation, and provide all materials in an electronic format suitable for publication on the City's website.

TASK 1: PROJECT KICK-OFF

The consultant(s) and City staff will meet to review and finalize the work scope and project schedule. The meeting will include a discussion of project goals, opportunities and constraints, provision of relevant background information and documents for the existing conditions analysis, arrangement of informational meetings with relevant city staff members, development of the community engagement strategy, and project management.

Deliverables:

1.1 : Project kick-off meeting with City staff

1.2 : Memorandum summarizing the meeting (Word and PDF format)

TASK 2: COMMUNITY ENGAGEMENT STRATEGY AND OUTREACH

The City is seeking to engage community participation in the UNSP update process. City staff and the consultant(s) will develop a community engagement strategy that will focus on outreach to, and inclusion of key stakeholders including residents, business owners, and property owners. The strategy must include various forms of engagement to increase levels of community participation.

One open house/community workshop must be held as part of this Task. The purpose of the meetings is to understand the community's vision, with a focus on new residential communities in the UNSP area, recognize attitudes surrounding what land uses and development intensity should be included in the plan, and to solicit input on opportunities, constraints, and potential changes for the area.

The consultant will be responsible for utilizing tools and developing a process to understand community preferences within the project area. Use of photo simulations and development prototypes to help identify preferences should be employed, as well as community asset mapping, allowing the community to identify concepts for improving/transforming the area. The community input will assist in guiding the development of the two land use alternatives. The consultant will lead these meetings, present plan area existing conditions and opportunities, and receive feedback from community members regarding information presented.

Webpage

The consultant will develop content and provide background and meeting information, reports and maps related to the project for a project specific webpage. The project webpage will be part of the City's website (rather than a separate, outside website linked to the City's). City staff will post information and keep the site current, with updated content provided by consulting staff.

Deliverables:

2.1: Community Engagement Strategy, including components as described above

2.2: Visualization tools, including renderings and visual simulations (physical and electronic format)

2.3 : Project webpage content and materials

2.4 : Community Meeting #1 (including agenda, attendance, meeting materials)

2.5 : Summary of Community Meeting #1

2.6 : Potential supplementary meetings with City Staff and relevant stakeholders

TASK 3: OPPORTUNITY SITE ANALYSIS AND ALTERNATIVE LAND USE ANALYSIS

Following the initial meetings and outreach, the consultant shall develop the land use alternatives. The scenarios should be developed to support bus transit as well as to facilitate pedestrian and bicycle access. Alternatives should promote development of healthy, walkable neighborhoods and enhance opportunities for residents to easily access services and facilities throughout the Plan area and beyond. Changes to development standards or incorporation of form-based code may be considered. The alternatives should consider information prepared through the planning process and from the community outreach.

Commercial, office, residential, open space, and mixed-use land uses should be thoughtfully and strategically placed to maximize community connectivity and create a level of synergy between adjacent single-family residential neighborhoods. The alternatives should consider information generated through previous analysis, and community outreach.

Each alternative must address:

- A mix of housing units that aligns with the City's RHNA and Housing Element.
- Distribution and evaluation of proposed new uses, including affordable residential units by type and non-residential square footage by type and a planned regional park.
- Roadway design alternatives to support the proposed uses and circulation, including sidewalk width, public amenities/furniture, on-street parking and curb management, including placemaking concepts.
- A transportation analysis shall be prepared for each alternative comparing how each addresses connectivity to services, schools, jobs, and transit.
- The chosen alternative will include an intersection Level of Service (LOS) and Vehicle Miles Travelled (VMT) analysis for Palm Desert General Plan consistency purposes and impact analysis under CEQA. VMT analysis to be completed by a separate consultant.
- A report and maps describing and analyzing the alternatives will be prepared to quantify development potential in terms of housing units, non-residential floor area, population, and employment. Projected population and jobs for each alternative shall be included.

Presentation of Land Use and Circulation Alternatives:

The consultant will present the alternatives to the staff for review, feedback, and possible refinement prior to presentation at a public meeting. At that meeting, the consultant shall utilize interactive techniques to understand participants' preferences. This may result in a clear preference for one alternative or in a hybrid concept which combines components of each.

Based upon input received, the consultant shall develop a preferred land use and circulation alternative which will serve as the basis for the Specific Plan Update. This Plan will be presented

to staff, and refinements will be made to the preferred alternative prior to its presentation to the Planning Commission and/or City Council. Input received at this meeting will be used to refine the alternative and develop the preferred alternative.

Deliverables:

3.1 : Display graphics illustrating the alternative land use and circulation plans with additional sketches, visual simulations, elevations, and street sections needed to convey each alternative

3.2 : Land Use and Circulation Alternatives Report

3.3 : Quantified development potential and traffic analysis for preferred alternative (meeting CEQA requirements)

TASK 4: PREFERRED LAND USE ALTERNATIVE

Based on input received at community/committee meetings, as well as input received from other methods of community outreach, the consultant(s), in consultation with City staff, will develop a preferred land use alternative which will serve as a basis for the draft Specific Plan update. The preferred alternative will be presented to staff for review and feedback. The community will also be asked to respond to the preferred plan. Input received will be used to refine the alternative and develop the draft Specific Plan update.

Deliverables:

4.1 : Preferred land use plan visuals, including sketches and elevations

4.2 : Preferred land use plan report, including quantified development potential

4.3 City Council Workshop #1 to present preferred land use plan

4.4 : Community Workshop #2, including attendance and facilitation, and all necessary meeting materials

4.5 : Community Workshop #2 summary

TASK 5: INFRASTRUCTURE DEVELOPMENT AND SERVICE PLAN

Working with the staff, the consultant shall prepare a conceptual Infrastructure Development and Services Plan to determine infrastructure needed to support land uses and improvements identified in the preferred alternative, adequate to meet the needs of CEQA. The analysis shall describe infrastructure conditions and improvements needed to support the plan in terms of water, wastewater, storm drainage (including low impact development), electricity, gas, cable, telephone service, internet/fiber, transportation, greenways, and parks. Distinction shall be made between improvements needed for existing versus future development so future costs can be appropriately attributed. In addition, increased demand for public services such as transit, schools, police, and fire required to serve the Plan area should be identified. The Plan shall:

- Analyze and summarize existing and needed service capacities.

- Assess the services envisioned in the UNSP area and those that would be needed with the preferred alternative.
- Provide descriptions of needed public improvements, including street improvements to City standard, upsizing of water and wastewater mains and storm drains, undergrounding utilities, and development costs.
- Provide descriptions of needed improvements associated with private utilities, such as natural gas, electric, phone, cable, and internet connectivity.
- Provide descriptions of any changes required to public services and facilities.
- Provide general cost estimates and phasing recommendations for needed improvements and service systems within the UNSP area.

Deliverables:

5.1 : Infrastructure Development and Services Memorandum

TASK 6: DRAFT UNIVERSITY NEIGHBORHOOD SPECIFIC PLAN UPDATE

The consultant shall prepare a draft updated Specific Plan in compliance with state law. The updated Specific Plan will serve as the City's long range, comprehensive land use, circulation, and implementation plan for guiding development within the Plan boundary. The Specific Plan shall contain the following components:

- **Planning Process.** Description of the process to develop the Plan and the role the public played in creating the Plan.
- **Land Use/Housing.** Description of land use designations, including number of units, potential square footage of mixed use and or neighborhood serving retail development, and employment generating land uses. Population and job projections shall be included. Changes to development standards or implementation of form-based code must be considered.
- **Transportation.** Description of circulation for motor vehicles, transit, bicycles, and pedestrians. New streets, paired one-way streets, paths, and connections shall be included. Policies regarding complete streets and the circulation element of the General Plan shall also be included.
- **Public Services.** Includes information about services and infrastructure needed to implement the updated Plan. This should include specific policies regarding utilities, public safety, and parks.
- **Access and Connectivity Plan.** Addresses access to and through the Plan area with specific focus on connecting housing, commercial, and retail with the Plan area to existing neighborhoods by all transportation modes including walking, bicycling, driving, and transit.
- **Implementation and Financing Plan.** Identifies actions and strategies for Plan implementation, including a rough budget estimate. Include infrastructure improvements needed for Plan implementation.

An administrative draft Specific Plan shall be prepared for review by City staff. Comments received shall be incorporated into the public review draft Specific Plan. The draft Specific Plan Update shall then be presented to the Planning Commission at a public workshop then to City Council at a Study Session to present the final draft and accept any remaining comments and requested changes.

Deliverables:

6.1: Administrative Draft Specific Plan

6.2: Public Review Draft Specific Plan

6.3: Community Workshop #3, including attendance and facilitation, and all necessary meeting materials

6.4: Workshop #3 Summary

6.5: City Council Study Session #2, including attendance and facilitation, and all necessary meeting materials

6.6: City Council Study Session #2 summary

TASK 7: GENERAL PLAN AND ZONING AMENDMENTS

Consultant(s) and City staff will evaluate properties within the project boundaries to determine which sites would need General Plan land use amendments and UNSP rezoning based on the preferred alternative developed in Task 5.

Deliverables:

7.1: List of properties, and associated maps, requiring General Plan land use designation amendments, and to what designation they will be amended (maps must be compatible with ESRI Geographic Information Systems)

7.2: List of General Plan text amendments

7.3: List of properties, and associated maps, requiring UNSP rezoning, and to what designation they will be amended (maps must be compatible with ESRI Geographic Information Systems)

7.4: List of Zoning Code text amendments

TASK 8: ENVIRONMENTAL ANALYSIS

The proposed project is an update to the University Specific Plan that was previously analyzed by the General Plan Update & University Specific Plan EIR. Although some changes or additions to the EIR may be necessary to more fully describe and address the specifics of the proposed University Specific Plan project, the project appears to meet the requirements for an Addendum, unless any of conditions pursuant to CEQA Guidelines Section 15164 would apply.

Initial Study Checklist Approach: IW will utilize the latest City-preferred version of an Initial Study template for the CEQA analysis, appropriate for use with an EIR Addendum, to document whether or not an Addendum to the General Plan Update & University Specific Plan EIR is appropriate and applicable for the proposed project. The Initial Study will address the following issues pertaining to each CEQA Checklist question:

- The General Plan Update & University Specific Plan EIR significance conclusions for each potential impact (i.e., Less than Significant, LTS with Implementation of Mitigation Measures, or Significant and Unavoidable)

- The Project's relationship to the General Plan Update & University Specific Plan EIR findings (either Equal or Less Severity, or a Substantial Increase in Severity)
- Applicable mitigation measures and Conditions of Approval, and
- The Project's resulting level of significance

The proposed project may meet the requirements for an Addendum pursuant to CEQA Guidelines Sections 15162, 15164, and 15168 to the extent it can be demonstrated with substantial evidence that: 1) the Project's impacts were addressed in the General Plan Update & University Specific Plan EIR, and 2) that the Project would not generate a new environmental impact or a substantial increase in the severity of an environmental impact previously identified in the prior General Plan Update & University Specific Plan EIR. No Supplemental or Subsequent EIR would then be required.

Interwest will review all technical studies including AQ/GHG, Biological Resources, Cultural Resources, Transportation Impacts (analyze VMT and LOS), and Water Supply Assessment. If required, we will coordinate with technical consultants to complete necessary corrections and revisions to technical studies. In addition, Interwest will initiate tribal consultations in compliance with SB 18 and AB 52.

Interwest will prepare the draft Initial Study (IS) in compliance with the 2024 CEQA Statute and Guidelines and analyze the broad-scale environmental impacts of the updated Specific Plan, including: Land Use Consistency and Compatibility, Population, Housing and Employment, Transportation and Circulation, Air Quality, Energy/Climate Change, Water Usage, and Cultural Resources.

Once the draft Initial Study has been reviewed by City staff, it will be revised to address City department comments, and provide all additional deliverables as determined by the review of the draft IS.

A meeting will be held by Interwest and City staff to review the technical report findings and draft IS to determine whether the project impacts, as documented in the draft IS, can demonstrate that no new significant effects will result from the project (inclusive of required mitigation measures), or that the project's potentially significant impacts have already been fully disclosed and evaluated in the prior General Plan Update & University Specific Plan EIR.

A draft and final EIR Addendum in compliance with the 2024 CEQA Guidelines sections 15162, 15164 and 15168 will be prepared. Interwest will deliver to all agencies on the City's CEQA contact list and deliver to all individuals requesting notice. All comments received will be compiled and a final EIR Addendum will be prepared with Mitigation Monitoring and Reporting Program (MMRP).

Interwest staff will attend one Planning Commission meeting to approve the project and EIR Addendum. A Notice of Determination (NOD) will be prepared and filed with the Office of Planning and Research (OPR) and County Clerk.

Deliverables:

- 8.1: Draft and Final Initial Study and any appendices (Word & PDF)
- 8.2: Administrative draft EIR Addendum, (Word and PDF format)
- 8.3: Public review raft EIR Addendum(Word and PDF format)

8.4: Final EIR Addendum t, including responses to comments and MMRP(Word & PDF format)

8.5: Notice of Determination (Word and PDF format)

EXHIBIT "B"
SCHEDULE OF SERVICES
(SEE FOLLOWING PAGE)

EXHIBIT "C-1"

COMPENSATION

In the event that this Agreement is renewed pursuant to Section 3.1.2, the rates set forth above may be increased or reduced each year at the time of renewal, but any increase shall not exceed the Consumer Price Index, All Urban Consumers, Riverside-San Bernardino-Ontario, CA.

(SEE FOLLOWING PAGE)



CITY OF PALM DESERT

Proposal For University
Neighborhood Specific Plan Update
2023-RFP-203

November 26, 2024 | Electronic



MAIN CONTACT:
Shelby Sieracki
Senior Account Manager
626.224.2055
ssieracki@interwestgrp.com



Table of Contents

A

Cover Letter..... 4

B

**Experience and Technical
Competence 6**

1. Background
2. References

C

Firm Staffing and Key Personnel ... 13

1. Staffing
2. Key Personnel
3. Team Organization
4. Subcontractors
5. Disclosures

D

**Proposed Method to Accomplish the
Work 18**

Approach to Scope of Work

Cover Letter

A



A. Cover Letter

November 26, 2024

City of Palm Desert
73-510 Fred Waring Drive, Palm Desert, CA 92260



A SAFEbuilt COMPANY

1500 S. Haven Ave, Suite 220
Ontario, CA 91761
P (909) 295-3142

Re: 2023-RFP-203 Proposal for University Neighborhood Specific Plan

Dear Selection Committee,

Interwest Consulting Group appreciates the opportunity to submit this proposal to the City of Palm Desert, to provide urban design and planning services. Our multi-disciplinary team believes we are uniquely qualified to assist the City in updating its University Neighborhood Specific Plan to help transform the area into a livable and walkable neighborhood district. We offer the combination of knowledge, experience, and expertise that will ensure the future development of the University Neighborhood is a success.

We incorporate best practices and innovative tools from all approaches to preparing specific plans, including form-based zoning and transit-oriented development (TOD) /design principles. As presented throughout this proposal, we have prepared specific plans and master plans for a variety of cities in California and nationally, including communities similar to Palm Desert. Our proposal includes:

- **Cutting-Edge TOD and Place-making Expertise.** Combined with our extensive experience working with specific plans is our expertise on TOD and placemaking. Nick Pergakes, AICP, Project Manager, has prepared or managed over two dozen specific plans, downtown master plans, and design guidelines/objective design standards throughout California and nationally. He brings to this project an in-depth knowledge of mixed-use community planning, TOD planning, and zoning/form-based codes. Palm Desert will benefit from the use of the latest thinking in the world of TOD and place-making.
- **Real-World Planning Expertise.** Our qualifications statement highlights the 50+ years of both advanced planning and current planning experience that our key team members bring to this project. What this means for you is that we know what makes a successful Specific Plan and how to implement it.
- **Planning Leadership and Innovation.** The Interwest team is recognized throughout California as industry leaders and champions for local governments and effective planning. Our project leaders Nick Pergakes (Project Manager) and Richard Smeaton (Project Director) bring decades of experience serving and managing projects for local municipalities. Our specific plan approach strongly emphasizes collaboration and implementation of a strategic vision and character of a community, not just the regulatory direction of a typical zoning document.

The Interwest Team is very excited about this opportunity, and we look forward to sharing our ideas with you further. Please note that both the scope and budget are flexible and can be adjusted to meet your specific requirements and goals. This proposal remains valid for a period of 90 days.

Contact information for our team is as follows:

Shelby Sieracki
Senior Account Manager
626.224.2055 | ssieracki@interwestgrp.com

Nick Pergakes, AICP
Project Manager
626.676.9533 | npergakes@interwestgrp.com

Signing Authority: As President of Interwest Consulting Group, I am authorized to sign any agreements that may result from this proposal and will provide contract support to the proposed Interwest team. Should any questions arise, I can be contacted at 619.372.9962 or via email at pmeschino@interwestgrp.com; 1500 S. Haven Ave, Suite 200, Ontario CA 91761. We appreciate the opportunity to present our proposal to the City of Palm Desert and look forward to serving your community.

Sincerely,

Paul Meschino, President

Experience and Technical
Competence

B





INTERWEST COMPANY DATA

YEAR FOUNDED
2002

TYPE OF ENTITY:
Corporation

**PROJECT OFFICE FOR THIS
CONTRACT:**
1500 S. Haven Ave, Suite 220
Ontario, CA 91761

NUMBER OF OFFICES:
10

**YEARS OF EXPERIENCE
PROVIDING MUNICIPAL SERVICES:**
21 years

FULL SERVICE OFFERING:
 Planning & Urban Design
 Building Safety
 Capital Projects
 City Engineering
 Construction Management
 Development Services
 Land Development Design
 Right of Way & Real Estate
 Traffic Engineering
 Transportation Planning
 Transportation Programming

B. Experience and Technical Competence

1. Background

Interwest Consulting Group (Interwest) is a multi-disciplinary firm that provides a range of services to municipalities across California, including Planning, Engineering and Public Works, Building and Safety, Transportation Planning, and Real Property. Our total client list exceeds 300 public agencies in California, and our team of more than 450 professionals has provided services to municipalities for two decades.

Our Planning Division brings a deep knowledge of planning practices and current regulations as we apply our knowledge in order to reach successful outcomes. Our team brings strong qualifications in entitlement reviews, zoning and development regulations, long-range planning, and urban design that will support agency planning programs.

Interwest is recognized throughout California as an industry leader and champion for innovative and effective planning. Our specific plans and design guidelines are highly customized, and we work closely with each client to identify the approach that will most effectively achieve the city's and community's objectives. We incorporate best practices and innovative tools in Zoning Code Updates, including form-based design and coding.

As presented throughout this proposal, we have prepared Specific Plans, Zoning Code Updates, and other long-range planning projects for a variety of cities in California, including communities similar to Palm Desert. We have experience providing solutions or alternative approaches to design regarding the siting of new buildings, design of open space, or parking facilities. Our experience as planners includes both decades of work in Planning departments—using and implementing Zoning Codes on a daily basis—and as planners writing updated Codes for counties and cities in California and other states.

Simply put, we know the types of questions that arise when implementing a Zoning Code, the types of regulations that work or cause problems, and the features that make a Zoning Code easy to use for both City staff and the public. Our decades of experience will allow our team to effectively assess your Zoning Code and develop an effective program for the creation of Objective Design Standards.

The proposed Interwest team has extensive experience in developing zoning code updates and mixed-use zoning regulations for municipalities with similar attributes to those of the City. The project will be overseen by our team of planners with expertise in land use planning, urban design, municipal planning, and code implementation.

Qualified Staff

Nick Pergakes, AICP, will serve as the **Project Manager and Principal Planner** and will be the primary contact for the project. With more than 20 years of planning and urban design experience, Nick has managed and prepared specific plans, zoning code updates, and urban design plans in California and nationally. Since 2015, Nick has either prepared or is in the process of preparing several specific plans including the San Dimas Downtown Specific Plan, City of Hope Campus Specific Plan in Duarte, CA, and the Connect Southwest LA Specific Plan in Los Angeles County. He has also managed zoning code updates and prepared objective design standards for the following agencies: Corning, Rancho Cordova, Covina, Irwindale, San Dimas, San Benito County, and Mendocino County.

Firm's Unique Qualifications to Best Perform These Services

We pride our success on effective communication. We are committed to a “no surprises” approach built upon presenting ideas, asking questions, and identifying and addressing issues early in the process. We will propose options, seek direction, and implement solutions in close coordination with the City of Palm Desert. We welcome this opportunity to help maintain the quality of life and unique character that makes the City a desirable community and we believe our planning team will provide superior resources for meeting your immediate needs and long-term goals. Our team offers the following advantages to the City of Palm Desert:

- **Specific Plan Expertise.** Our team has worked on over two dozen specific plan and zoning code updates for cities and counties in California and nationally.
- **Broad Multi-disciplinary Skills.** The Interwest team is multi-disciplinary and brings a broad range of practice areas, including zoning, comprehensive planning, transportation planning, urban design, and public facilitation. Our range of skills and experience enable us to prepare effective development regulations that work in the real world.
- **Current Housing Law.** Interwest staff have worked diligently to stay current on California’s housing laws. As any planner in California knows, housing is one of the most pressing issues in our state, and lawmakers have been very active creating in housing legislation for the past three years. Our team is here to help navigate the complex and occasionally poorly defined collection of recently enacted housing legislation in a manner that reflects local interests and values while complying with state law.
- **Advance Planning Meets Development.** Interwest’s staff have long served as extensions to municipal planning and community development departments. We have processed projects, implemented planning documents and helped to design communities. This hands-on experience leads to practical solutions.
- **Unique Clients, Unique Solutions.** Interwest is recognized throughout California as an industry leader and champion for innovative and effective planning and design. We know each community is unique and our team will prepare Zoning Code and Specific Plan amendments that will meet the City’s needs as well as consider economic and market realities.

Awards and Accomplishments

While Interwest believes that the quality of our work, the experience of our staff, and the breadth and depth of our understanding differentiate us from other firms, the level of recognition we received across the municipal services sector is a true indicator. Awards from various renowned organizations in California have been bestowed on Interwest as a firm, a specific project we have led, and many staff members.

In addition to Excellence and Achievement in Planning, in 2023, we received the Best Practices Award of Excellence from the APA California Central Section Awards Program for our Planning Services work for Stanislaus County. We present some additional highlighted awards and recognitions below.

LEADERSHIP AND SERVICE—EMERGING PLANNING AND DESIGN FIRM, AWARD OF EXCELLENCE, 2023

APA CALIFORNIA CENTRAL SECTION AND APA CALIFORNIA INLAND EMPIRE SECTION

Interwest received the 'Emerging Planning and Design Firm Award of Excellence' from the APA Inland Empire Section 2023 Leadership and Service. This award reaffirms our position as an emerging urban planning and design leader and is a testament to our mission of delivering exemplary services to our communities.

URBAN DESIGN, AWARD OF MERIT, 2023

COUNTY OF SAN BENITO ZONING CODE UPDATE | AMERICAN PLANNING ASSOCIATION, NORCAL

The APA Northern California Section Urban Design acknowledged our group with the 'Award of Merit.' This was for our work on the San Benito County Zoning Code Update, ADU Design Handbook and Construction Drawing Templates project — a testament to our team's commitment to strategic urban design and innovative zoning solutions.

EXCELLENCE AND ACHIEVEMENT IN PLANNING BEST PRACTICES, AWARD OF EXCELLENCE, 2023

STANISLAUS COUNTY, URBAN POCKETS PROJECT | APA CALIFORNIA CENTRAL SECTION

Adding to the list, the APA Central Section 2023 also honored us with the 'Best Practices Award of Excellence.' This was for our outstanding work on the Stanislaus County Urban Pockets Project. This award reflects our unwavering dedication to adopting best practices and enhancing the Stanislaus County community's quality of life and environment.

BEST PARK AWARD, 2022

ENCHANTED HILLS PARK, CITY OF PERRIS | APWA, SOUTHERN CALIFORNIA CHAPTER

The Interwest Team has been working with the City of Perris, California on a new community park utilizing a \$8.5M grant from California's Prop 68. The city broke ground on the Enchanted Hills Park in 2021 and celebrated its grand opening in August of 2022. The park was selected as the APWA, Southern California Chapter's Best Park Award this year.

"Interwest Consulting Group is a great partner to the City of Perris. They were instrumental in the vision, financing and now construction of the 22-acre enchanted hills park. Their passion, professionalism and commitment were instrumental in Bringing the project to fruition." Richard Belmudez, City Manager to the City of Perris

2. References

Interwest has extensive experience preparing specific plans, objective design standards, and zoning code updates. Below is a sample of client references and relevant project experience from the past seven years.

CITY OF PALM DESERT // NORTH PALM DESERT PARK AND LUPINE PLAZA, CITY OF PALM DESERT

**CLIENT CONTACT: SHAWN MUIR, COMMUNITY SERVICES MANAGER. PHONE: 760-346-0611
EMAIL: SMUIR@PALMDESERT.GOV**

Interwest is familiar with the City of Palm Desert, as we are currently providing engineering and design services for Lupine Plaza, currently in the Public Engagement Phase; North Palm Desert Park, currently in the Conceptual Design heading into Schematic Phase; and recently provided On-Call Traffic/Transportation Engineering and Building Safety Plan Check and Inspection Services.

Key Personnel: Gianni Feoli, Nicole Jules, and Joe Indrawan

DOWNTOWN SPECIFIC PLAN // CITY OF SAN DIMAS, CA

CLIENT CONTACT: LUIS TORRICO, PLANNING MANAGER, 909.394.6208, LTORRICO@SANDIMASCA.GOV

Interwest and Arcadis are assisting the City of San Dimas with the preparation of its first Downtown Specific Plan. The new Specific Plan will help establish a planning and zoning framework for encouraging innovative, transit-oriented development in the downtown area while preserving the historic character of the district. During the planning process, new housing, retail, employment, and hospitality uses in the downtown area will be proposed in conjunction with a new Metro light rail line and transit station opening in 2025. Several opportunity sites within walking distance of the transit station will allow significant potential for infill development and adaptive reuse of existing underutilized properties in the downtown. Creating a strong community identity and sense of place, with design guidelines for buildings and the public realm, will also be a key outcome of the process. *Key Personnel: Nick Pergakes, AICP; Jennifer Williams; Lexie Abrahamian*

CITY OF HOPE CAMPUS SPECIFIC PLAN // CITY OF DUARTE, CA

Client Contact: Jason Golding, Planning Manager, 626.357.7931 x 231, goldingj@accessduarte.com

The City of Hope Cancer Research Center is a medical campus that was established in 1913 and is today regarded as a global pioneer for cancer research. The City of Hope Specific Plan provides a comprehensive framework for the long-term growth and development of the 115-acre campus. The specific plan, adopted in Fall 2018, will provide the City of Hope the ability to implement its long-term vision while meeting the community-wide goals of the cities of Duarte and Irwindale. Several new buildings, including medical, office, research, hotel, and parking structures, will be built and phased in over the next 20 years with streetscape improvements, open space, and sustainable design. Adopted in October 2018. *Key Personnel: Nick Pergakes, AICP*

MULTI-FAMILY ZONING CODE UPDATE // CITY OF COVINA, CA

CLIENT CONTACT: Brian Lee, AICP, 626.384.5450, blee@covina.gov

Interwest assisted the City of Covina with an update of the City's multi-family zoning district to meet many recent state housing legislation changes. The project, funded by SB 2, included updating the RD zoning district to make it easier to use, and provide more guidance on producing Missing Middle housing types, such as bungalow courts and mansion apartments. The project also helped remove impediments to housing production and make it easier for developers to make it through the City's approval process. Interwest also prepared Objective Design Standards for developers to use for a ministerial review process under SB 35. This includes Objective Design Standards for neighborhood compatibility, massing, articulation, materials, site design, open space, and accessory site elements. The new Objective Design Standards include both written and illustrative standards to be incorporated into the updated zoning code and design guidelines. *Key Personnel: Paul Junker; Nick Pergakes, AICP, Nancy Fong, AICP*

ZONING CODE, SUBDIVISION REGULATIONS AND DESIGN GUIDELINES UPDATE // CITY OF IRWINDALE, CA

CLIENT CONTACT: Marilyn Simpson, AICP, City Planner, 626.430.2209, msimpson@irwindaleCA.gov

The City of Irwindale adopted its first Zoning Code in 1966 and has only been amended incrementally over the past 50 years. Previously, the City had relied on the County's zoning that existed prior to incorporation. Numerous amendments happened over time, which have led to inconsistencies and complicated the Code's organization. The Code is being updated to not only incorporate current best practices, industry standards, and legal mandates, but also to comply with the City's General Plan and be internally consistent and user-friendly. Interwest is also assisting the City with preparing Objective Design Standards, as well as updating its subdivision regulations, ADU ordinance, and commercial and industrial design guidelines. Interwest is updating the City's design guidelines to implement Irwindale's design objectives for commercial and industrial development. The guidelines will convey to the reader Irwindale's expectations for high-quality development that helps realize the vision for the City of Irwindale and strengthens the character of the community. The new design guidelines will also address the public realm, including streetscapes and amenities to contribute to enhancing the character and identity of the City, including signage, lighting, landscaping, parking, streetscapes, and open space/public areas. **Key Personnel: Nick Pergakes, AICP; Rick Smeaton, AICP; Liz Golden, AICP**

ZONING CODE UPDATE AND DESIGN STANDARDS // CITY OF RANCHO CORDOVA, CA

CLIENT CONTACT: Darcy Goulart, Planning Manager, 916.851.8784, dgoulart@cityofranhocordova.org

The City of Rancho Cordova retained Interwest to update its Zoning Code and development standards in its Folsom Boulevard Specific Plan. These updates will establish consistency with current state law requirements, facilitate housing development and create objective development standards for housing and mixed-use projects. Bisected by an RT Light Rail corridor and Folsom Boulevard, the core of Rancho Cordova is well situated to accommodate higher-density residential and mixed-use projects. This planning effort will provide a clear template for such development (Objective Design and Development Standards) and will explore changes to regulations such as development intensity and parking requirements to facilitate high-quality, higher-density development. The Folsom Boulevard Specific Plan provides land use regulation for much of the core of Rancho Cordova and Interwest will amend provisions of the Specific Plan as needed to ensure compatibility with the new Zoning Code regulations. As a parallel effort, the City is developing prototypes for higher-density residential and mixed-use development. Interwest is supporting this effort by ensuring draft regulations and development prototypes are consistent. We are also assisting the City in exploring policy options for amending its General Plan and development fee structure to facilitate higher-density residential and mixed-use development. The GP and fee amendments will be conducted in a future phase of work. **Key Personnel: Paul Junker; Nick Pergakes, AICP**

ZONING CODE UPDATE // COUNTY OF SAN BENITO, CA

CLIENT CONTACT: Arielle Goodspeed, Principal Planner 831.902.2547, agoodspeed@cosb.com

Interwest and Arcadis worked with County staff to prepare a comprehensive update to the San Benito County Zoning Code. The Zoning Code was last updated in 1984, and prior to that date had last been substantially revised in 1966. As a result, the Code today is outdated and poorly organized, with topics and issues scattered in a way that makes it very difficult to use and interpret. In addition to reorganizing and rewriting the Code, Interwest's scope of work includes making revisions to implement the County's 2015 General Plan and to reflect recent changes in state legislation, including housing. The scope of work included updating the County's ADU ordinance, preparing Multi-Family Objective Design Standards, and other topics. Funded by a State of California grant, the Update began in October 2020 and was adopted in June 2022. **Key Personnel: Nick Pergakes, AICP; Eric Norris**

CONNECT SOUTHWEST LA: A TOD SPECIFIC PLAN // LOS ANGELES, CA

CLIENT CONTACT: Leon Freeman, 213.974.6404, freeman@planning.lacounty.gov

Los Angeles County is working on a new neighborhood plan for the area between Los Angeles Southwest College and Metro's Green Line Vermont / Athens Station. Connect Southwest LA seeks to improve access to transit, housing, and jobs, while creating a healthier, safer environment for walking and biking.

The Connect Southwest LA plan is based on significant public outreach and input from residents, county agencies, adjacent cities, and other stakeholders. It contains zoning and land use standards, urban design guidelines, a mobility strategy, an economic development strategy, and a capital improvement plan. **Nick Pergakes served as Project Manager for this project while with a previous/past consulting firm in 2019.*

Firm Staffing and Key Personnel

C





C. Firm Staffing and Key Personnel

1. Staffing and 2. Key Personnel

We pride our success in effective communication. We are committed to a “no surprises” approach built upon presenting ideas, asking questions, and identifying and addressing issues early on in the process. We propose options, seek direction, and implement solutions in close coordination with the City. We welcome this opportunity to help maintain the quality of life and unique character that makes the City a desirable community, and we believe our planning team will provide superior resources for meeting your immediate needs and long-term goal.

Led by Principal Planner, Nick Pergakes, the Interwest Planning group stands ready and capable to provide the City of Palm Desert with the expert-level service our clients have come to expect from Interwest and our team members. We possess extensive professional capabilities which allow us to innovate, create, and implement effective solutions with your agency, all while keeping the community’s interests in mind.

Summaries of qualifications and experience for the proposed seven (7) key Interwest staff are provided below and detailed résumés for all proposed staff are included in the Appendix. All proposed staff will be working for the City.

Project Manager & Primary Point of Contact

Nick Pergakes, AICP PROJECT MANAGER // PRINCIPAL PLANNER

Nick is an AICP-certified planner with more than 20 years of experience in land use planning, urban design, placemaking, and zoning/form-based codes. He has worked in both the public and private sectors as an urban planner, urban designer, project manager, and team manager. Nick has overseen and prepared award-winning master plans, specific plans, corridor studies, and zoning/form-based codes in cities across California and the Southeastern United States. Recent highlights of his work include writing Objective Design Standards for the cities of Corning, Covina, and Rancho Cordova; and managing the Downtown Specific Plan in San Dimas, CA. As a member of the American Planning Association and Congress for New Urbanism, Nick regularly presents at conferences on placemaking, transit-oriented development, and zoning/form-based codes. His research has been published by ITE and the Washington State Department of Transportation.

RECENT PROJECT EXPERIENCE

- *City of San Dimas Downtown Specific Plan | San Dimas, CA / Project Manager*
- *Medium Density Residential Site Planning and Design Concepts | Rio Vista, CA / Project Manager*
- *City of Hope Campus Specific Plan / Duarte, CA / Project Manager*
- *Pasadena General Plan Implementation Program / Pasadena, CA / Project Manager*
- *Connect Southwest LA: A TOD Specific Plan for West Athens-Westmont / Los Angeles County, CA / Project Manager*
- *Palmdale to Burbank Station Area Planning, California High-Speed Rail / Southern California / Project Manager*
- *Zoning Code and Design Guidelines Update / Irwindale, CA / Project Manager*
- *Multi-Family Zoning Code Update and Objective Design Standards / Covina, CA / Principal Planner / Urban Designer*
- *Zoning Code Update and Objective Design Standards / Rancho Cordova, CA / Project Manager*
- *Zoning Code Update and Objective Design Standards / San Benito County, CA / Deputy Project Manager*

Project Support Team

Kurt Nagle, AICP, ASLA **PRINCIPAL PLANNER**

Kurt has over 30 years of experience in planning and urban design, having served as lead designer and project manager on assignments ranging from site-specific landscape design to area-wide planning studies. He has worked both domestically and internationally, particularly in Asia, where he has participated in both new community and infill master planning projects.

Richard Walker **PRINCIPAL PLANNER**

Richard is an experienced Land Use Planner with a demonstrated history of California land use and environmental project management. Richard will support the Interwest team as a subconsultant and will use his expertise in Environmental Documentation (CEQA/NEPA) and Zoning Code. Additionally, Richard is experienced in Land Use, Environmental Law (CFR/PRC), Site Design, and Legal Research. Richard is a strong community and social services professional with more than 24 years of experience.

Samina Merchant **ASSISTANT PLANNER**

Samina has seven years of diverse experience spanning architecture, urban and transportation planning, ecological design, and sustainable development. She has been serving as a contract planner for municipal clients in the bay area where she adeptly handles various planning tasks, from processing entitlements to assisting with land use and zoning code inquiries. Samina's expertise extends to research, project management, streamlining planning processes, and presenting discretionary applications at public meetings. Her experience provides her with a deep understanding of various urban planning and urban design projects, making her a valuable asset to a team.

Emily Stadnik **SENIOR ENGINEER**

Emily has over 20 years of experience in local government and public utilities. She has worked in both the public and private sectors in land development, managing engineering projects for plan check and inspection, as a project manager for capital improvement design engineering, and has worked on multiple capital campaigns for government affairs within the public utility space. Emily has spearheaded efforts for the adoption of engineering design standards, grading ordinances, general and specific plan updates, and has developed multi-faceted solutions for permit processing systems and municipal GIS databases. She is experienced in developing effective and engaging public outreach campaigns, grant writing, process development, and creating policy. She has managed a variety of projects working with Indigenous tribes in California to adopt water quality measures through the EPA, developing utility and power strategies, and assisting with a casino expansion project.

Alex Camacho **TRAFFIC ENGINEER**

Alex Camacho has Bachelor's degree in Civil Engineering and a combined eight years of professional experience in Transportation and Construction Engineering. Alex is an Engineer-In-Training, working towards his professional license.



3. Team Organization

Organizational Chart

Our committed team members **will provide exceptional service to the City of Palm Desert.** The Interwest team will be led by Project Manager/Principal Planner, Nick Pergakes, AICP. As the primary contact to the City, Nick will work with our Professional-in-Charge, and the Interwest project team to complete all services required by the project on-time, on/under budget, and with a few disruptions as possible. Our team structure is as follows:



4. Subcontractors

Interwest Consulting Group will not be partnering with subconsultants for this opportunity, as our team can provide the requested services.

5. Disclosure

Interwest Consulting Group has not previously performed work for a City of Palm Desert private property owner or developer over the past year.



Proposed Method to Accomplish Work

D





D. Proposed Method to Accomplish Work

1. Project Understanding

The City of Palm Desert is looking to update its University Neighborhood Specific Plan (“UNSP”) to meet recent policies and programs in the City’s updated Housing Element, while creating a sustainable, unique, and vibrant district. Creating opportunities for new residential development in the specific plan area, planning for additional parks and open space, and creating a community gathering space are key goals of this project. Public outreach for the update of the UNSP will be important to ensure public input and feedback is received during the updating the Specific Plan.

Purpose of Updating the University Neighborhood Specific Plan

The City of Palm Desert recognizes the need for thoughtful and strategic urban design and planning. The UNSP was adopted in 2016 and contains approximately 400 acres intended for development of a new, mixed-use, walkable community adjacent to planned campuses for California State University San Bernardino and the University of California Riverside. The overall goal is to provide a variety of housing options, business opportunities, and open space that stimulate residential and commercial activity and economic development.

The update will focus on evaluating existing and potential land uses, analyzing circulation and infrastructure conditions, developing land use regulations, and implementing objective design standards to promote high-quality residential development that fits the scale and neighboring uses within the project area.

Goals and Objectives

In addition, primary objectives to be achieved through the UNSP update are:

- Ensure consistency with the General Plan Land Use, Housing Element, Open Space and Circulation Element and/or consider making the Specific Plan the effective land use document over the project area.
- Engage and inform the public and existing Plan area residents about transit-oriented design concepts, provide a potential update to development standards and the general UNSP update process through a comprehensive community involvement strategy. This strategy will gather significant resident input from a variety of Palm Desert residents and incorporate this input into the UNSP updated policies and design guidelines.
- Revise land use plan and policy framework to transition from significant commercial use requirements to increased housing density and development, while also allowing other neighborhood supportive uses such as retail and office mixed-use throughout the Plan area.

- Improvement of motorized, non-motorized, and transit connectivity between the Plan Area, and existing and future commercial and residential areas (and circulation infrastructure) in and adjacent to Palm Desert city boundaries (as feasible).
- Development of objective design standards which promotes walkable and livable environments, while being compatible with surrounding existing development within the Specific Plan area.
- Prepare development and subdivision standards that promotes walkable environments and incorporates policies of the General Plan.
- Prepare the necessary CEQA documentation for the update of the Specific Plan, building on the adopted Environmental Impact Report, as appropriate.

Key Considerations

During the University Neighborhood Specific Plan update, the following factors will be taken into account:

a. Community Input: Engage with the local community, stakeholders, and residents throughout the planning process to gather valuable insights and feedback. Consider the public's preferences and concerns while evaluating and updating the University Neighborhood Specific Plan.

b. General Plan and other Document Consistency: Ensure that the updated Specific Plan aligns seamlessly with the City of Palm Desert's General Plan such as the Land Use Element, Circulation Element, Open Space Element, and Housing Element. The University Neighborhood Specific Plan should complement the broader vision of the City's growth and development. During the update, we will ensure that internal documents are consistent with UNSP Design Guidelines. Furthermore, we will review and update the adopted Environmental Impact Report (EIR) while updating the UNSP, and ensure new traffic impacts are analyzed along with the updated uses.

c. Provision of Open Space: Redistribute open space to include a new Regional Park (approximately 30-40 acres) in the Specific Plan area. Ensure connectivity between the existing and proposed open space areas, and provide additional guidelines for areas between the park site and adjacent planning areas.

d. Land Use and Density Changes to Accommodate New Uses: Review General Plan land use designations and potential densities. Include two, 5-acre sites (120 units each site) for affordable housing per City's 6th Cycle Housing Element. Consider viable area for a major grocery store, and examine height limits and compatibility of new development with neighboring single-family residential sites.

e. Mobility and Circulation Improvements:

- Examine how to make streets function better and allow for multi-modal movement
- Focus on making "Complete Streets" for creating safe and walkable environments.
- Provide a circulation network that is highly connected and continuous with adjacent existing or planned development within the UNSP.
- Create pedestrian networks that connect walkways in the interior and exterior of public and private properties.
- Consider and evaluate the possibility of paired one-way streets through the Specific Plan area.

f. Economic Viability: Evaluate the economic feasibility of the proposed plan, including potential impacts on property values, business growth, traffic, and local economy to create a sustainable and thriving University Neighborhood.

g. Regulatory Compliance: Comply with all relevant local, state, and federal regulations while updating the Town Center Specific Plan. This includes adhering to the latest California zoning laws, building codes, and environmental guidelines.

Palm Desert University Neighborhood Specific Plan Update Scope of Services

TASK 1 | PROJECT INITIATION AND ADMINISTRATION

Interwest will engage in project administration activities as needed to ensure delivery of the highest quality project in a timely fashion, including on-going monitoring of the schedule and budget. Additionally, our team will coordinate and regularly meet with City of Palm Desert Staff and other key stakeholders.

TASK 1.1 KICK-OFF MEETING

Interwest will participate in a “Kick-Off Meeting” for the project. The intent of this meeting is to accomplish the following: 1) introduce and identify the roles of key members of the consultant team, City Staff, and other stakeholders as appropriate; 2) establish reporting protocols; 3) discuss project objectives, issues, and opportunities; 4) confirm project schedule and work program, and review outreach methods and timing; and 5) identify and transmit pertinent documents and studies, and other relevant data to the Interwest Team.

1.1 DELIVERABLES:

- Kick-Off Meeting Participation
- List of Data Needs
- Agenda and Meeting Summary

TASK 1.2 FIELD TOUR OF STUDY AREA

The Interwest Team will join key City Staff (and other stakeholders as appropriate) in an initial field tour of the University Neighborhood area, as well as surrounding areas to gain a holistic understanding of the physical and environmental context. It is recommended that this field tour is coordinated with the Kick-Off Meeting.

1.2 DELIVERABLES:

- Initial Field Tour with City Staff
- Follow-up Site Reconnaissance as necessary to record key site conditions

TASK 1.3 PLAN AND POLICY REVIEW

Interwest staff will review the existing University Neighborhood Specific Plan, as well as other relevant City policy and regulatory documents to understand the existing site and area conditions of the University Neighborhood area. We will also review the tentative and final maps for TR37056 to understand the number of units and densities that have been entitled to date under the existing University Neighborhood Specific Plan.

1.3 DELIVERABLES:

- Plan and Policy Review Memo

TASK 1.4 PROJECT STATUS MEETINGS AND ADMINISTRATION

Interwest will coordinate and regularly consult with City Staff to review progress and ensure that necessary information and documentation are shared and incorporated into the work product in a timely manner. For this task, Interwest will participate in bi-weekly meetings virtually with City Staff to assess progress and direct forthcoming work. Additionally, we will participate in conference calls as needed to track progress and coordinate efforts

1.4 DELIVERABLES:

- Project Status Meetings (virtual)
- Agendas and Meeting Summaries

TASK 2 | COMMUNITY ENGAGEMENT

Interwest will actively incorporate engagement with key stakeholders and the broader community into the planning process to ensure that we have a full understanding of the issues and potential opportunities in the UNSP area. Engagement activities and facilitation will include up to three (3) community workshops, as well as other innovative methods to gain input on the plan from members of the community.

TASK 2.1 DEVELOP COMMUNITY ENGAGEMENT STRATEGY

Interwest will actively incorporate engagement with key stakeholders and the broader community into the planning process to ensure that we have a full understanding of the issues and potential opportunities in the UNSP area. Engagement activities and facilitation will include a project website and community workshops, as well as other innovative methods to gain input on the plan from members of the community. A Community Engagement Strategy memorandum will be prepared and provided to City staff for their review and input prior to getting underway with the outreach efforts.

2.1 DELIVERABLES:

- Community Engagement Strategy memorandum (electronic copy)

TASK 2.2 PROJECT WEBSITE

Interwest will develop and provide background and meeting information, maps, and reports related to the project for a project specific webpage. The project webpage will be part of the City's website. City staff will post information and keep the site current, with updated content provided by Interwest.

2.2 DELIVERABLES:

- Project webpage content and materials

TASK 2.3 COMMUNITY WORKSHOPS

Interwest will work with City Staff to facilitate three (3) community workshops. The overall intent is to inform the community about the project; achieve an updated consensus vision for the UNSP area; allow for their valuable feedback and evaluation of concepts and recommendations; and build support for the final UNSP document.

2.3 DELIVERABLES:

- Community Workshops; attendance and lead facilitation at a maximum of two (2) workshops
- Collateral / Communications Materials as appropriate (e.g., PowerPoint presentations, exhibits, etc.)
- Community Workshop Summaries presented in memo format

TASK 3 | OPPORTUNITY SITE ANALYSIS AND ALTERNATIVE LAND USE ANALYSIS

TASK 3.1 OPPORTUNITIES & CONSTRAINTS ANALYSIS

Interwest will synthesize our site reconnaissance, document review and evaluation, and other inputs (e.g., web-based research, City staff inputs, etc.) into diagrams/maps with summary text that 1) communicate our understanding of the project site and its context, and 2) clarify physical development opportunities and constraints.

3.1 DELIVERABLES:

- Opportunities & Constraints Analysis Diagrams

TASK 3.2 ALTERNATIVE LAND USE SCENARIOS

Following the initial meetings and outreach, Interwest will develop up to two (2) land use alternatives for the UNSP area. The scenarios will be developed to support bus transit as well as to facilitate safe pedestrian and bicycle travel. The land use alternatives will promote development of a healthy, walkable district with easy access to services in the surrounding area. Revisions to the development standards or incorporation of form-based regulations may be considered in the update of the UNSP document. The alternatives will consider information prepared through the planning process and from the community outreach.

Residential, commercial, office, mixed-use, and open space land uses will be analyzed and strategically placed to maximize community connectivity and create a level of synergy between adjacent single-family residential neighborhoods. The alternatives should consider information generated through the previous analysis in Task 3.1.

3.2 DELIVERABLES:

- Display graphics illustrating the alternative land use and circulation plans with a combination of drawings, diagrams, sketches, and/or visual simulations
- Land Use and Circulation Alternatives Memorandum

TASK 3.3 PRESENTATION OF LAND USE AND CIRCULATION ALTERNATIVES

Interwest will present the alternatives to City staff for review, feedback, and possible refinement prior to presentation at a community workshop. Interwest will utilize different community outreach methods techniques to understand participants' preferences. This may result in a clear preference for one alternative or in a hybrid concept which combines components of each.

3.3 DELIVERABLES:

- Presentation materials for community workshops
- Attendance at Community Workshop #1

TASK 4 | PREFERRED LAND USE ALTERNATIVE

TASK 4.1 PREPARATION OF A PREFERRED LAND USE ALTERNATIVE

Based on input received from the City staff, and the public, Interwest will develop a preferred land use alternative which will serve as a basis for the draft UNSP. The preferred alternative will be presented to City staff for review and feedback. The community will also be asked to respond to the preferred plan at a community workshop. Input received will be used to refine the alternative and develop the draft UNSP document.

Once the preferred alternative is finalized, an analysis of future development in the UNSP area will be prepared showing the number of housing units, non-residential floor area, population and employment figures in a future year (such as 2045).

A study session with City Council will be held to review the preferred land use plan alternative diagram with proposed buildout analysis.

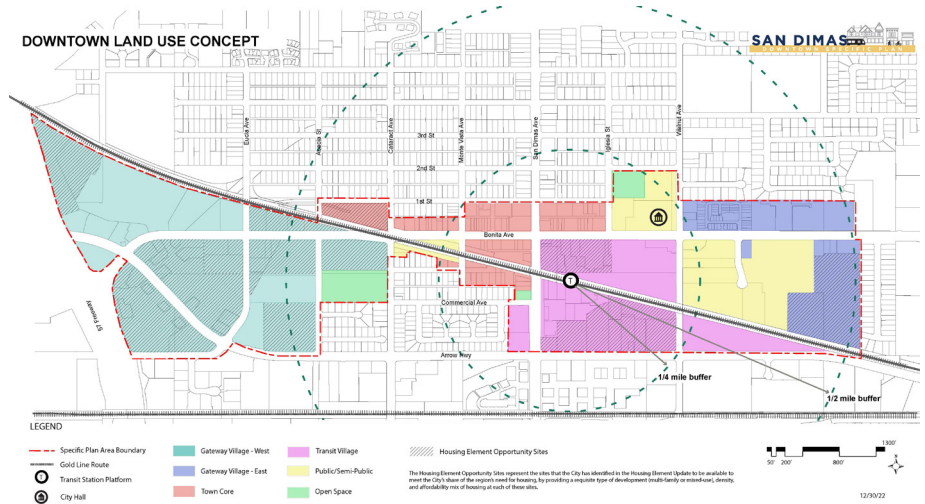
4.1 DELIVERABLES

- Preferred land use plan alternative diagram and other graphics as necessary
- Preferred land use plan memo with buildout analysis table
- Study session with City Council and meeting summary
- Presentation materials for Community Workshop #2
- Attendance at Community Workshop #2

TASK 5 | INFRASTRUCTURE DEVELOPMENT AND SERVICES PLAN

TASK 5.1 INFRASTRUCTURE DEVELOPMENT AND SERVICES PLAN

Interwest shall prepare a conceptual Infrastructure Development and Services Plan to determine infrastructure needed to support land uses and improvements identified in the preferred alternative, as well as to meet the needs of CEQA. The analysis shall describe infrastructure conditions and improvements needed to support the UNSP in terms of water, wastewater, storm drainage (including low impact development), electricity, gas, cable, telephone service, internet/fiber, transportation, and parks. Interwest will analyze existing versus future development for improvements so future costs can be appropriately attributed. In addition, increased demand for public services such as transit, schools, police, and fire required to serve the UNSP area will be identified.



5.1 DELIVERABLES

- Infrastructure Development and Services Memorandum

TASK 6 | FINAL TOWN CENTER SPECIFIC PLAN AND ADOPTION

TASK 6.1 PREPARATION OF DRAFT UNIVERSITY NEIGHBORHOOD SPECIFIC PLAN UPDATE

Interwest will prepare a draft updated Specific Plan, which will serve as the City's long range, comprehensive land use, circulation, and implementation plan for guiding development within the plan area boundaries. The UNSP shall contain the following components:

- **Introduction.** An overview of the UNSP, the contents of the plan, and how it meets state laws will be in the first chapter of the document. In addition, a description of the planning process to develop the Plan and the role the public played in creating the Plan will be included.
- **Land Use/Housing.** Description of land use designations, including number of residential units, potential square footage of mixed use and or neighborhood-serving retail development, and employment generating land uses will be provided. Revisions to development standards or implementation of form-based code regulations will reviewed and updated as needed to implement the preferred land use plan.
- **Objective Design Standards.** The University Neighborhood Specific Plan will need to be updated with new objective development and design standards to be in compliance with the Housing Authority Act (HAA), SB 35, and SB 330. Interwest has the experience and track record of creating and implementing objective design and development standards with communities across California.
- **Transportation and Mobility.** The plan will include a description of circulation for motor vehicles, transit, bicycles, and pedestrians. New streets, paired one-way streets, trails/paths, and connections will be evaluated and recommended. Policies regarding complete streets and the circulation element of the General Plan shall also be included.
- **Public Services.** The plan will include information about services and infrastructure needed to implement the updated Plan. This should include specific policies regarding utilities, public safety, parks.
- **Implementation Plan.** Identifies actions and strategies for Plan implementation, including a rough budget estimate. Infrastructure improvements needed for Plan implementation will also be discussed.

An administrative draft UNSP document shall be prepared for review by City staff. Comments received shall be incorporated into the public review draft Specific Plan. The draft UNSP document shall then be presented to the Planning Commission at a public workshop and then to City Council at a Study Session to present the final draft and accept any remaining comments and requested changes.

6.1 DELIVERABLES

- Administrative Draft Specific Plan
- Public Review Draft Specific Plan
- City Council Study Session #2, including attendance and facilitation, and all necessary meeting materials
- City Council Study Session #2 summary
- Presentation materials for Community Workshop #2
- Attendance at Community Workshop #2

TASK 7 | GENERAL PLAN AND ZONING CODE AMENDMENTS

TASK 7.1 GENERAL PLAN AND ZONING CODE AMENDMENTS

Interwest and City staff will evaluate properties within the UNSP project boundaries to determine which sites would need General Plan land use amendments and rezoning based on the preferred alternative developed in Task 5. Some of the sites may be identified as part of the Housing Element update (6th cycle) and will be determined whether the existing land use designations will be utilized. Interwest and City staff will work to incorporate any text within the General Plan.

7.1 DELIVERABLES

- List of properties, and associated maps, requiring General Plan land use designation amendments, and to what designation they will be amended (maps must be compatible with ESRI Geographic Information Systems)
- List of General Plan text amendments
- List of properties, and associated maps, requiring UNSP rezoning, and to what designation they will be amended (maps must be compatible with ESRI Geographic Information Systems)
- List of Zoning Code text amendments

TASK 8: ENVIRONMENTAL ANALYSIS

TASK 8.1 PREPARATION OF ENVIRONMENTAL DOCUMENT

The proposed project is an update to the University Specific Plan that was previously analyzed by the General Plan Update & University Specific Plan EIR. Although some changes or additions to the EIR may be necessary to more fully describe and address the specifics of the proposed University Specific Plan project, the project appears to meet the requirements for an Addendum, unless any of conditions pursuant to CEQA Guidelines Section 15164 would apply.

Initial Study Checklist Approach: Interwest will utilize the latest City-preferred version of an Initial Study template for the CEQA analysis, appropriate for use with an EIR Addendum, to document whether or not an Addendum to the General Plan Update & University Specific Plan EIR is appropriate and applicable for the proposed project. The Initial Study will address the following issues pertaining to each CEQA Checklist question:

- The General Plan Update and University Specific Plan EIR significance conclusions for each potential impact (i.e., Less than Significant, LTS with Implementation of Mitigation Measures, or Significant and Unavoidable).
- The Project's relationship to the General Plan Update & University Specific Plan EIR findings (either Equal or Less Severity, or a Substantial Increase in Severity).
- Applicable mitigation measures and Conditions of Approval, and;
- The Project's resulting level of significance.

The proposed project may meet the requirements for an Addendum pursuant to CEQA Guidelines Sections 15162, 15164, and 15168 to the extent it can be demonstrated with substantial evidence that: 1) the Project's impacts were addressed in the General Plan Update and University Specific Plan EIR, and 2) that the Project would not generate a new environmental impact or a substantial increase in the severity of an environmental impact previously identified in the prior General Plan Update & University Specific Plan EIR. No Supplemental or Subsequent EIR would then be required.

Interwest will review all technical studies including AQ/GHG, Biological Resources, Cultural Resources, Transportation Impacts (analyze VMT and LOS), and Water Supply Assessment. If required, we will coordinate with technical consultants to complete necessary corrections and revisions to technical studies. In addition, Interwest will initiate tribal consultations in compliance with SB 18 and AB 52.

Interwest will prepare the draft Initial Study (IS) in compliance with the 2024 CEQA Statute and Guidelines and analyze the broad-scale environmental impacts of the updated Specific Plan, including: Land Use Consistency and Compatibility, Population, Housing and Employment, Transportation and Circulation, Air Quality, Energy/Climate Change, Water Usage, and Cultural Resources.

Once the draft Initial Study has been reviewed by City staff, it will be revised to address City department comments, and provide all additional deliverables as determined by the review of the draft IS.

A meeting will be held by Interwest and City staff to review the technical report findings and draft IS to determine whether the project impacts, as documented in the draft IS, can demonstrate that no new significant effects will result from the project (inclusive of required mitigation measures), or that the project's potentially significant impacts have already been fully disclosed and evaluated in the prior General Plan Update & University Specific Plan EIR.

A draft and final EIR Addendum in compliance with the 2024 CEQA Guidelines sections 15162, 15164 and 15168 will be prepared. Interwest will deliver to all agencies on the City's CEQA contact list and deliver to all individuals requesting notice. All comments received will be compiled and a final EIR Addendum will be prepared with Mitigation Monitoring and Reporting Program (MMRP).

Interwest staff will attend one Planning Commission meeting to approve the project and EIR Addendum. A Notice of Determination (NOD) will be prepared and filed with the Office of Planning and Research (OPR) and County Clerk.

8.1 DELIVERABLES

- Draft and Final Initial Study and any appendices (Word & PDF)
- Administrative draft EIR Addendum (Word and PDF format)
- Public Review Draft Final EIR Addendum, including response to comments and MMRP draft environmental analysis and response to comments (Word & PDF format)
- Notice of Determination (Word & PDF format)

TASK 9: PRESENTATION AND ADOPTION OF DRAFT UNSP AND ENVIRONMENTAL DOCUMENT

TASK 9.1 ADOPTION HEARINGS AND PREPARATION OF FINAL UNSP DOCUMENT

Interwest, in collaboration with City staff, will assist in preparing the Planning Commission and City Council packet materials. This may include the staff report, PowerPoint presentation, resolutions and ordinances. Interwest will also present the draft Specific Plan update, and any necessary environmental analysis, at public hearings before the Planning Commission and City Council. Interwest shall make any final revisions to the Specific Plan and environmental analysis based on changes recommended by the City Council.

9.1 DELIVERABLES

- Planning Commission staff report and PowerPoint presentation
- Presentation of Draft UNSP update at one (1) Planning Commission hearing
- City Council Staff Report and PowerPoint presentation
- Presentation of draft UNSP update at first City Council public hearing

Timeline

Interwest has a successful track record of completing complex projects on schedule. Our proposed schedule for the project (shown on the page directly following) anticipates completing the entire scope of work within approximately 12 months.

Interwest believes this schedule is both realistic and in keeping with the priority the City has placed on this project. We will be happy to work with City staff to revise this schedule as needed before and during the update process.

Over years of managing projects similar to this project, Interwest staff has developed a variety of tools to keep projects on schedule and ensure that staff are well informed at all times:

- We maintain an up-to-date schedule throughout the project to ensure that all team members are aware of upcoming meetings and product due dates.
- We stay in close, regular contact with staff and our subconsultants and document important decisions about the project in writing, which ensures that decisions are understood by all team members.
- We schedule project due dates for staff with adequate time for editing and formatting into finished reports.
- We prepare monthly status reports for submittal regarding progress on the preparation of specific plan updates.

Schedule for Completion

City of Palm Desert UNSP - Revised Schedule 11.20.24															
Tasks	2025														
	N	D	J	F	M	A	M	J	J	A	S	O	N	D	
Scope of Services															
Task 1: Project Initiation & Administration	TASK 1 COMPLETE														
1.1 Project Kick-Off Meeting	TASK COMPLETE														
1.2 Field Tour of Study Area	TASK COMPLETE														
1.3 Plan & Policy Review	TASK COMPLETE														
1.4 Project Status Meeting and Administration	ON-GOING TASK														
Task 2: Community Engagement	TASK 2														
2.1 Develop Community Engagement Strategy	TASK COMPLETE														
2.2 Project Website	ON-GOING TASK														
2.3 Community Workshop No. 1	TASK COMPLETE														
2.4 Community Workshop No. 2 & Optional No. 3															
2.5 Council Study Sessions No. 1 and Optional No. 2															
Task 3: Opportunity Site Analysis & Alternative Land Use Analysis	TASK 3 COMPLETE														
3.1 Opportunities & Constraints Analysis	TASK COMPLETE														
3.2 Document Review & General Plan Best Practices	TASK COMPLETE														
3.3 Presentation of Land Use & Circulation Alternatives	TASK COMPLETE														
Task 4: Preferred Land Use Alternative			TASK 4												
4.1 Preparation of Preferred Land Use Alternative - Land Use Plan + Build-Out Analysis															
4.2 Preparation of Preferred Land Use Alternative - Mobility Plan															
4.3 Preparation of Preferred Land Use Alternative - Open Space Plan															
Task 5: Infrastructure Development & Service Plan					TASK 5										
5.1 Infrastructure Development & Services Plan															
Task 6: Draft UNSP Update	TASK 6														
6.1 Draft Introduction Chapter															
6.2 Draft Development Framework Chapter															
6.3 Draft Public Realm Design Chapter															
6.4 Draft Private Realm Development Regulations & Standards Chapter															
6.5 Draft Private Realm Design Standards & Guidelines Chapter															
6.6 Draft Infrastructure Chapter															
6.7 Draft Implementation Chapter															
6.8 Administrative Draft UNSP Update															
6.9 Public Review Draft UNSP Update															
6.10 City Council Study Session															
Task 7: General Plan & Zoning Code Amendments									TASK 7						
7.1 General Plan Amendments - Mapping & Text List															
7.2 Zoning Code Amendments - Mapping & Text List															
Task 8: Environmental Analysis									TASK 8						
8.1 Technical Studies															
8.2 Tribal Consultation															
8.3 Initial Study & CEQA Determination															
8.4 Draft EIR Addendum															
8.5 Final EIR Addendum w/ Mitigation Monitoring															
8.6 Notice of Determination															
Task 9: Presentation & Adoption of UNSP Update & Environmental Document													TASK 9		
9.1 Adoption Hearing - Planning Commission															
9.2 Adoption Hearing - City Council															
9.3 Final UNSP Documentation															

EXHIBIT "C"

COMPENSATION

In the event that this Agreement is renewed pursuant to Section 3.1.2, the rates set forth above may be increased or reduced each year at the time of renewal, but any increase shall not exceed the Consumer Price Index, All Urban Consumers, Riverside-San Bernardino-Ontario, CA.

(SEE FOLLOWING PAGE)

Cost Proposal

Palm Desert University Neighborhood Specific Plan Update RFP								
Role	Interwest Consulting Group						Total Number of Hours	Labor Cost Per Task
	Nick Pergakes	Kurt Nagle	Samina Merchant	Richard Walker	Emily Stadnik	Alex Camacho		
	Specific Plan PM, Principal Planner	Principal Planner, Assistant PM	Associate Planner	CEQA PM, Principal Planner	Senior Engineer	Traffic Engineer		
Hourly Rate	\$ 180	\$ 175	\$ 135	\$ 175	\$ 175	\$ 135		
Hours Per Task								
Task 1. Project Initiation and Administration								
<i>Subtotal</i>	60	60	20	20	8	8	176 \$ 29,980	
Task 2. Community Engagement								
<i>Subtotal</i>	40	50	60	12	10	0	172 \$ 27,900	
Task 3. Opportunity Site Analysis and Alternative Land Use Analysis								
<i>Subtotal</i>	32	44	60	4	4	24	168 \$ 26,200	
Task 4. Preferred Land Use Analysis								
<i>Subtotal</i>	30	50	50	2	4	16	152 \$ 24,110	
Task 5. Infrastructure Development and Service Plan								
<i>Subtotal</i>	8	8	16	8	60	12	112 \$ 18,520	
Task 6. Draft University Specific Plan Update								
<i>Subtotal</i>	80	120	160	2	2	40	404 \$ 63,100	
Task 7. General Plan and Zoning Code Amendments								
<i>Subtotal</i>	16	20	24	0	0	0	60 \$ 9,620	
Task 8. Environmental Analysis								
<i>Subtotal</i>	16	8	4	140	12	24	204 \$ 34,660	
Task 9. Presentation and Adoption of Draft UNSP and Environmental Document								
<i>Subtotal</i>	40	50	40	30	4	8	172 \$ 28,380	
Grand Total Hours	282	360	394	188	100	124	1448	
Fee Total	\$ 50,760	\$ 63,000	\$ 53,190	\$ 32,900	\$ 17,500	\$ 16,740	\$ 262,470	
Reimbursable Expenses*							\$ 15,000	
Supplemental EIR Technical Studies							\$ 32,500	
Grand Fee Total							\$ 309,970	

*Reimbursable expenses include travel, mileage, printing, or other associated costs with the project.