

Detailed Fee Proposal

Detailed Fee Proposal		MIG, Inc.																				Subconsultants						Direct Costs	Professional Fees Totals	
		L. Stetson Managing Principal		E. Garcia Deputy Project Manager		G. Sharrow Zoning Lead		B. Prasse CEQA Lead		M. Malhotra Urban Design		Technical Specialists		Project Associate		Web Developer		Tech/Graphic Designer		Admin		MIG Totals		HR&A	Cambridge	Ramboll Environ	Willdan			Sub Totals
		Hrs@	\$225	Hrs@	\$185	Hrs@	\$125	Hrs@	\$165	Hrs@	\$240	Hrs@	\$155	Hrs@	\$100	Hrs@	\$185	Hrs@	\$130	Hrs@	\$90									
Task 1	Project Management																													
1.1	Project Schedule/Work Plan	2	\$450	8	\$1,480	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	2	\$180	12	\$2,110					\$0	\$0	\$2,110
1.2	Project Initiation and General Plan Team Meetings	40	\$9,000	85	\$15,725	40	\$5,000	40	\$6,600	8	\$1,920	16	\$2,480	20	\$2,000	0	\$0	0	\$0	0	\$0	249	\$42,725	\$2,500				\$2,500	\$500	\$45,725
1.3	Ongoing Project Management (reporting, invoicing, weekly calls)	100	\$22,500	182	\$33,670	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	62	\$5,580	344	\$61,750				\$0	\$50	\$61,800	
	Subtotal	142	\$31,950	275	\$50,875	40	\$5,000	40	\$6,600	8	\$1,920	16	\$2,480	20	\$2,000	0	\$0	0	\$0	64	\$5,760	605	\$106,585	\$2,500	\$0	\$0	\$0	\$2,500	\$550	\$109,635
Task 2	General Plan Update																													
2.1	Existing Conditions/Community Profile Report	8	\$1,800	24	\$4,440	0	\$0	0	\$0	8	\$1,920	90	\$13,950	135	\$13,500	0	\$0	0	\$0	0	\$0	265	\$35,610					\$0	\$6,500	\$42,110
2.2	Market Study and Demographic Analysis	4	\$900	2	\$370	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	6	\$1,270	\$60,000				\$60,000	\$0	\$61,270
2.3	Transportation Background Report	4	\$900	2	\$370	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	6	\$1,270		\$30,000		\$30,000	\$0	\$31,270	
2.4	Infrastructure Report	2	\$450	6	\$1,110	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	8	\$1,560			\$6,800	\$6,800	\$0	\$8,360	
2.5	Community Vision and General Plan Guiding Principles	4	\$900	28	\$5,180	0	\$0	0	\$0	0	\$0	0	\$0	40	\$4,000	0	\$0	0	\$0	0	\$0	72	\$10,080				\$0	\$0	\$10,080	
2.6	General Plan Alternatives	20	\$4,500	8	\$1,480	0	\$0	0	\$0	0	\$0	120	\$18,600	200	\$20,000	0	\$0	0	\$0	0	\$0	348	\$44,580				\$0	\$0	\$44,580	
2.7	Administrative Draft General Plan	100	\$22,500	40	\$7,400	0	\$0	0	\$0	0	\$0	200	\$31,000	165	\$16,500	0	\$0	0	\$0	0	\$0	505	\$77,400				\$0	\$800	\$78,200	
2.7.1	Circulation Element	4	\$900	20	\$3,700	0	\$0	0	\$0	0	\$0	0	\$0	60	\$6,000	0	\$0	0	\$0	0	\$0	84	\$10,600		\$45,000		\$45,000	\$0	\$55,600	
2.7.2	Economic Development Element	2	\$450	1	\$185	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	3	\$635	\$25,000			\$25,000	\$0	\$25,635	
2.7.3	Health/Wellness and Environmental Justice Element	2	\$450	8	\$1,480	0	\$0	0	\$0	0	\$0	0	\$0	60	\$6,000	0	\$0	0	\$0	0	\$0	70	\$7,930			\$12,000	\$12,000	\$0	\$19,930	
2.7.4	Global Warming/Climate Change Element	2	\$450	6	\$1,110	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	8	\$1,560			\$16,000	\$16,000	\$0	\$17,560	
2.8	Public Review Draft General Plan	10	\$2,250	40	\$7,400	0	\$0	0	\$0	0	\$0	65	\$10,075	70	\$7,000	0	\$0	0	\$0	0	\$0	185	\$26,725				\$0	\$800	\$27,525	
2.9	Public Hearings, Staff reports, Resolutions/Ordinances (PC & CC)	16	\$3,600	48	\$8,880	0	\$0	0	\$0	0	\$0	0	\$0	112	\$11,200	0	\$0	0	\$0	0	\$0	176	\$23,680				\$0	\$0	\$23,680	
2.10	Final General Plan	4	\$900	8	\$1,480	0	\$0	0	\$0	0	\$0	4	\$620	24	\$2,400	0	\$0	0	\$0	0	\$0	40	\$5,400				\$0	\$800	\$6,200	
	Subtotal	182	\$40,950	241	\$44,585	0	\$0	0	\$0	8	\$1,920	479	\$74,245	866	\$86,600	0	\$0	0	\$0	0	\$0	1776	\$248,300	\$85,000	\$75,000	\$28,000	\$6,800	\$194,800	\$8,900	\$452,000
Task 3	Public Participation Program																													
3.1	Community Outreach and Participation Strategy	0	\$0	6	\$1,110	0	\$0	0	\$0	0	\$0	0	\$0	8	\$800	0	\$0	0	\$0	0	\$0	14	\$1,910					\$0	\$0	\$1,910
3.2	Focus Group and Stakeholder Meetings	0	\$0	20	\$3,700	0	\$0	0	\$0	0	\$0	0	\$0	60	\$6,000	0	\$0	0	\$0	0	\$0	80	\$9,700					\$0	\$150	\$9,850
3.3	General Plan Advisory Committee Meetings (12)	16	\$3,600	65	\$12,025	0	\$0	0	\$0	0	\$0	16	\$2,480	72	\$7,200	0	\$0	0	\$0	0	\$0	169	\$25,305					\$0	\$1,200	\$26,505
3.4	Envisioning Commerce Campaign (training, surveys, summaries)	2	\$450	24	\$4,440	0	\$0	0	\$0	0	\$0	0	\$0	120	\$12,000	0	\$0	0	\$0	0	\$0	146	\$16,890					\$0	\$200	\$17,090
3.5	Community Workshops (2)	8	\$1,800		\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	8	\$1,800					\$0	\$3,300	\$5,100
3.6	City Council Sub-Committee Meetings (8)	8	\$1,800	64	\$11,840	0	\$0	0	\$0	0	\$0	12	\$1,860	48	\$4,800	0	\$0	0	\$0	0	\$0	132	\$20,300					\$0	\$800	\$21,100
3.7	Planning Commission and City Council Meetings	4	\$900	24	\$4,440	0	\$0	0	\$0	0	\$0	0	\$0	75	\$7,500	0	\$0	0	\$0	0	\$0	103	\$12,840	\$5,000				\$5,000	\$500	\$18,340
3.8	Community Collaterals and Publications (2 Newsletters, social media, Ch3)	0	\$0	24	\$4,440	0	\$0	0	\$0	0	\$0	40	\$6,200	65	\$6,500	0	\$0	40	\$5,200	0	\$0	169	\$22,340					\$0	\$1,200	\$23,540
3.9	Project Website	0	\$0	4	\$740	0	\$0	0	\$0	0	\$0	0	\$0	100	\$10,000	50	\$9,250	72	\$9,360	0	\$0	226	\$29,350					\$0	\$250	\$29,600
	Subtotal	38	\$8,550	231	\$42,735	0	\$0	0	\$0	0	\$0	68	\$10,540	548	\$54,800	50	\$9,250	112	\$14,560	0	\$0	1047	\$140,435	\$5,000	\$0	\$0	\$0	\$5,000	\$7,600	\$153,035
Task 4	Zoning Ordinance Update																													
4.1	Emergency Amendment Summary	12	\$2,700	0	\$0	40	\$5,000	0	\$0	0	\$0	0	\$0	120	\$12,000	0	\$0	0	\$0	0	\$0	172	\$19,700					\$0	\$0	\$19,700
4.2	Stakeholder Interviews	1	\$225	8	\$1,480	12	\$1,500	0	\$0	0	\$0	0	\$0	8	\$800	0	\$0	0	\$0	0	\$0	29	\$4,005					\$0	\$0	\$4,005
4.3	Diagnosis	4	\$900	0	\$0	20	\$2,500	0	\$0	0	\$0	0	\$0	8	\$800	0	\$0	0	\$0	0	\$0	32	\$4,200					\$0	\$0	\$4,200
4.4	Style Sheet, Format, and Outline	2	\$450	0	\$0	12	\$1,500	0	\$0	0	\$0	0	\$0	12	\$1,200	0	\$0	0	\$0	0	\$0	26	\$3,150					\$0	\$0	\$3,150
4.5	Administrative Draft Zoning Ordinance	60	\$13,500	0	\$0	200	\$25,000	0	\$0	0	\$0	0	\$0	420	\$42,000	0	\$0	0	\$0	0	\$0	680	\$80,500				\$0	\$1,500	\$82,000	
4.6	Public Review Draft Zoning Ordinance	4	\$900	0	\$0	8	\$1,000	0	\$0	0	\$0	0	\$0	24	\$2,400	0	\$0	0	\$0	0	\$0	36	\$4,300					\$0	\$825	\$5,125
4.7	Draft Zoning Map	1	\$225	0	\$0	8	\$1,000	0	\$0	0	\$0	0	\$0	40	\$4,000	0	\$0	0	\$0	0	\$0	49	\$5,225					\$0	\$0	\$5,225
4.8	Zoning Map Revisions Community Outreach	6	\$1,350	2	\$370	16	\$2,000	0	\$0	0	\$0	0	\$0	40	\$4,000	0	\$0	0	\$0	0	\$0	64	\$7,720					\$0	\$0	\$7,720
4.9	Test Drive with Focus Groups	2	\$450	6	\$1,110	10	\$1,250	0	\$0	0	\$0	0	\$0	8	\$800	0	\$0	0	\$0	0	\$0	26	\$3,610					\$0	\$0	\$3,610
4.10	Final Zoning Ordinance	8	\$1,800	0	\$0	20	\$2,500	0	\$0	0	\$0	0	\$0	30	\$3,000	0	\$0	0	\$0	0	\$0	58	\$7,300					\$0	\$825	\$8,125
4.11	Interactive eCode	2	\$450	0	\$0	12	\$1,500	0	\$0	0	\$0	0	\$0	20	\$2,000	0	\$0	0	\$0	0	\$0	34	\$3,950					\$0	\$2,850	\$6,800
	Subtotal	102	\$22,950	16	\$2,960	358	\$44,750	0	\$0	0	\$0	0	\$0	730	\$73,000	0	\$0	0	\$0	0	\$0</									