

Purchasing Notes

EVENT # 8694	TITLE: Consulting Services for the Creation of an Impact Fee Program	COST: \$92,800
TYPE OF PROCUREMENT: COOPERATIVE PURCHASE	ANNUAL CONTRACT <input type="checkbox"/> ANNUAL MAINTENANCE AGREEMENT <input type="checkbox"/>	ONE TIME PURCHASE <input checked="" type="checkbox"/>

CONTRACT TERM (IF APPLICABLE)
N/A

DBE (IF APPLICABLE)
N/A

MATRIX (IF APPLICABLE)
N/A

NOTES

Recommend approval to award a contract with ROSS + Associates for Consulting Services in conjunction with an Impact Fee Program in an amount of \$92,800

In 1990, the Georgia Development Impact Fee Act (DIFA) was enacted into law, and it significantly affected the way local governments in Georgia pay for public services and facilities. Impact fees are one-time fees charged to land developers to help defray the costs of expanding capital facilities to serve new growth. DIFA enables local governments to charge new development for a proportionate share of infrastructure capacity it requires. However, the Act places restrictions on the categories of capital facilities for which new development can be charged. It also establishes rules under which impact fees must be calculated, collected, expended, accounted for, and administered.

To ensure compliance with DIFA, a contract for services provided by ROSS + Associates is recommended. ROSS + Associates has prepared development impact analysis and fee systems for a wide range of cities and counties. Experience in Georgia has included assistance in the preparation of the final version of the DIFA, the preparation of impact fee studies and implemented programs in more than 50 cities and counties, and involvement with the Impact Fee Advisory Committees for all new impact fee programs. Clients include small cities, large metropolitan jurisdictions, fast growing jurisdictions, and small rural counties.

ROSS + Associates services will include advice and assistance to the City in general on impact fee matters, the preparation of an Impact Fee Methodology Report (including all impact fee calculations), preparation of a Capital Improvements Element (CIE), the preparation of a final impact fee schedule for adoption, preparation of an Impact Fee Ordinance conforming to all current state law requirements, and assistance to staff in implementing the program. As part of this process specific consideration will be given the creation and amount of impact fees for the City in these public facility categories: roads, streets, and bridges, including rights of way, traffic signals, landscaping, and any local components of state or federal highways; parks, open space, and recreation areas and related facilities; and public safety facilities, covering city police and fire facilities.

The services provided by ROSS + Associates will result in the completion of an impact fee program and fee schedule for Savannah meeting all legal and administrative requirements. In addition, the CIE will conform to Georgia Department of Community Affairs requirements for inclusion in the City's 2040 Comprehensive Plan. It is anticipated that the process of establishing an impact fee program will take 10 months.

This procurement shall be made using a competitively bid contract (Contract No. 20-35) by Henry County, GA, and awarded to ROSS + Associates. The use of other Government entities contracts is authorized as an appropriate procurement method in Division 10 Section 4-4152 of the City of Savannah's purchasing ordinance.

Delivery: As requested. Terms: Net 30 days. The vendor is:

ROSS + Associates (340 North Main Street, Madison, GA)^(D) \$150.00 an hour not to exceed \$92,800

(D) indicates a non-local, non-DBE owned business. Recommend approval.