



PEACE RIVER REGIONAL DISTRICT  
\* REPORT \*

R-6

To: Chair and Directors of the Regional Board

From: Debbie Kunz, Assistant Manager of Development Services

Date: September 28, 2009

**RE: Proposed South Peace Fringe Area – Official Community Plan**

**Recommendation**

THAT the Regional Board award completion of the South Peace Fringe Area - Official Community Plan (SPFA-OCP) contract to Focus Corporation, in the amount of \$77,700.00 (including GST).

**Background**

In June 2009, the Regional District was informed that Smart Growth Advisory Services (SGAS) had been dissolved. By August 2009, the agreement to complete the SPFA-OCP with SGAS was terminated.

SGAS was working through Phase I - Background Research and Phase II - Public Consultation, however, despite the deliverables received, work in these phases was not completed. Deliverables received include; establishment of the Community Advisory Committee, a survey, video, two public workshops, a set of guiding principles and a draft background report with Issues and recommendations. Therefore, the outstanding work to be completed for this Community Plan generally includes the following:

Phase I

- Complete Background Report and project research, utilizing where possible information and research gathered to date.

Phase II

- Gather Community Input; 2<sup>nd</sup> community survey, youth input, sector specific group meetings.
- utilize the established Guiding Principles and recommendations set out in the Issue Papers.
- Initial liaison with agencies, municipalities, First Nations - technical advisory meetings.

Phase III

- Draft Official Community Plan and Mapping.
  - Visions, goals, objectives and policies / Establish Development Permit Areas
- Draft OCP - reviewed by Community Advisory and Agricultural Advisory Committees.
- Referral of SPFA-OCP to ALC, agencies, municipalities, and First Nations.
- Public review of Draft OCP - Community Open Houses.
- SPFA-OCP by-law prepared to be presented and considered by the Regional Board.

The budget for the South Peace Fringe Area OCP up to **2010 is \$135,000.00**, while the amount expedited to SGAS totals **\$40,300.00** with estimated miscellaneous expenses of **\$5,000.00**, therefore the remaining budget for this project is **\$89,700.00**.

In order to move this project forward, the original bidders to the RFP were revisited. The next two companies in line for the project were; Focus Corporation and Mazonni & Associates Planning. Since the project start up time, Focus Corporation has hired Felice Mazonni as Manager of Planning Services.

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Department Head

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CAO

On September 17, 2009, Focus Corporation submitted a revised proposal to complete and deliver the South Peace Fringe Area - OCP involving a fee of **\$77,700** including GST, excluding travel expenses and accommodation. This fee includes the costs of all other disbursements.

<b>South Peace Fringe Area - Official Community Plan</b>	
<b>Phase I</b> - Complete Background Report and research	\$ 11,700.00
<b>Phase II</b> - Community Consultation	29,000.00
<b>Phase III</b> - Plan Development, CAC workshops, Open Houses	33,300.00
<b>GST</b>	3,700.00
<b>Total</b>	<b>\$ 77,700.00</b>

This proposal is within the allocated budget.

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