

WORK MEETING

Memo

To: Mayor and City Council
From: Mark K. Anderson
Date: 05/29/2015
Re: City Council Agenda Items for June 4, 2015

WORK MEETING

Item 1 – George Bennett, Discuss Impact Fees for Proposed Hotel: George Bennett, Architect for a proposed Best Western Plus hotel that would be located behind Arby's, has asked this item be placed on the Council agenda to discuss what incentives or reduction of impact fees/water rights the City might consider to reduce the upfront cost of this project. (See enclosed letter)

As you know, the City cannot waive impact fees, we can identify another source to pay the fees, but the fees do not go away. Bart Mumford will analyze the data from other similar hotels to see if a reduced impact fee for sewer can be justified as well as a reduction in required water rights.

Assuming an appraised value of \$7,000,000 for the hotel, the City will receive an annual increase in property taxes of \$10,472. The City also receives a transient room tax (TRT) of 1% of room night sales which will generate an estimated additional gross \$20,000 in TRT per year of which some will be a redistribution of revenues that are coming from other hotels. The City has not made a practice of offering incentives to businesses, but we ought to understand the economic benefit and need for a hotel before a decision is made. Things the Council should consider:

- Does the Council want to offer incentives to businesses in this area?
- How needed is another hotel?
- Will the hotel still come if the incentives are not offered?
- Are we willing to wait a few more years for a hotel to locate in Heber?
- What is the economic benefit of a hotel?
- What precedent might this set for other businesses that want to locate in Heber?
- What percentage of their business will come from existing hotels in the City?
- Will having another hotel make Heber City more attractive for additional events?

The most common way of offering incentives is through a Community Development Project Area (CDA) which may include City sales tax and City, County and School District property tax incentives. If the Council is interested in offering incentives to the hotel, I would recommend that we understand the economic benefit and do some analysis before any commitment is made.

Item 2 – Mike Swallow, Personnel Systems and Services, Review Compensation Study: Mike Swallow of Personnel Systems was asked to do a review of our current compensation system to determine if our pay scale was keeping pace with the market. He has prepared the attached PowerPoint presentation that he will review with the Council.

Item 3 - Discuss Amending Heber City's Land Use Map: This item was continued from the last Council work meeting. This issue was brought before the Council on April 2, and the Council wanted to have more discussion on TDRs and how the City might require annexing properties to pay for density increases they would receive when annexed. Staff has concern that some pending annexations of zone changes with important (potential) commercial projects may be unnecessarily delayed and would like to have more discussion on this issue. Commercial/Industrial developments are not typically structured where they would use the TDR program if adopted.

Item 4 – Discuss Proposed Amendments to Chapter 5.05, Solicitors, Peddlers, Vendors, and Transient Salesman (Transient Sales), Section 5.05.030, Definitions; and Section 5.05.080, Written Disclosures, of the Heber City Municipal Code: Suzanne Hansen has asked that the Council consider making amendments to Section 5.05 of our business license ordinance. Enclosed is a staff report from Suzanne with her proposed changes for Council review. The major proposed changes requires a criminal background check from the state a solicitor originates from, gives staff more time to process applications if numerous applications are submitted at the same time and refers to the consolidated fee schedule to determine appropriate fees. The Council should review the proposed changes to determine if they are comfortable with what is proposed.

Item 5 – Review Utah League of Cities and Towns Draft HB362 Resolution: The Council asked that this resolution be filled out before they consider its adoption. With the School District placing a bond issue on the November ballot, the General Election will be handled by Wasatch County which would make it easy to add this ballot issue. Unfortunately, it would compete with the school bond which may reduce the likelihood of approval.

Item 6 – Review Proposed Memorandum of Understanding (MOU) and Draft Request for Proposals (RFP) for Transfer of Development Rights (TDR): A draft MOU and RFP for the Transfer of Development Rights study has been prepared by Mountainland Association of Governments and representatives from Midway, Wasatch County and Heber City. Tony Kohler has asked that the Council review the agreements to see if any changes are needed, determine if funding is available from the City and identify two persons who would represent the City on the proposed committee of 5. The

City has budgeted adequate funds in the 2015/16 budget to cover Heber City's obligation.

TAB 1



PLUS

**BEST WESTERN PLUS
Landmark Hotel**

2477 East Highway 40
Ballard, Utah 84066
(435) 725-1800
Fax (435) 725-1801

For Reservations Call 1-800-WESTERN

May 28, 2015

Mark Anderson
Heber City Manager

Mr. Anderson:

As you know, we are trying to build an upper midscale hotel in Heber City. We intend to flag it as: Best Western Plus Heber Valley Hotel. We anticipate the construction, and furnishings to cost between seven and eight million.

We are concerned, based on the feasibility study, that the market is a bit soft. We were shocked to find that impact, water, and building permit fees to hover around 500,000.00. The Heber project will be our fourth hotel construction. Previous projects have been in the \$50,000.00 range for all fees. The unexpected high fees required by Heber are threatening the ability for us to compete and realize a marginal, or breakeven return on our investment.

We believe that it is in the interest of all parties to chart a course that is mutually beneficial.

We respectfully request that the city council consider the following:

1. Reduce water share requirement estimated at \$250,000 - \$300,000
2. Reduce impact fees estimated at \$250,000
3. Reduce building permit fees estimated at ?????
4. Reduce or eliminate property tax fees
5. Prorate fees over a period of time, i.e. 10 years

We would like to see our up front fees to be no more that \$100,000, which is still twice what we have paid in other markets.

The benefits of a new quality hotel in Heber will have a dramatic positive impact in a variety of ways.

Thank you for your consideration

Sincerely,

Stephen A. Henderson

TAB 2

Heber City 2015 Compensation Study



A graphic of a target with three arrows hitting the bullseye, set against a background of red and white concentric circles.

Project Objectives

- *Test & Verify Internal Relationships For Targeted Positions*
- *Conduct market review and analysis to determine the city's competitive relationship with selected public employers*



Market Data – Survey Group

ALPINE CITY	MAPLETON	SARATOGA SPRINGS
AMERICAN FORK	MIDVALE	SMITHFIELD
BLUFFDALE	MURRAY	SOUTH JORDAN
BOUNTIFUL	NEPHI	SOUTH SALT LAKE
BRIGHAM CITY	NORTH LOGAN	SOUTH WEBER CITY
CEDAR CITY	NORTH OGDEN	SPANISH FORK
CEDAR HILLS	NORTH SALT LAKE	SPRINGVILLE
CENTERVILLE	OGDEN	ST. GEORGE
CLEARFIELD	OREM	SUMMIT COUNTY
CLINTON	PARK CITY	SUNSET
COTTONWOOD HEIGHTS	PAROWAN	SYRACUSE
DRAPER	PAYSON	TAYLORSVILLE
EAGLE MOUNTAIN	PLEASANT GROVE	TOOELE
FARMINGTON	PRICE	TREMONTON
HARRISVILLE	PROVO	VALLEY EMERGENCY
HERRIMAN	RICHFIELD	VERNAL
HOLLADAY	RIVERDALE	WASATCH COUNTY
HURRICANE	RIVERTON	WASHINGTON CITY
IVINS	ROY	WASHINGTON TERRACE
KAYSVILLE	SALT LAKE CITY	WEST BOUNTIFUL
LAVERKIN	SANDY	WEST JORDAN
LAYTON	SANTA CLARA	WEST POINT CITY
LEHI	SANTAQUIN	WEST VALLEY
LOGAN		WOODS CROSS

Data included for
one or more
benchmark matches

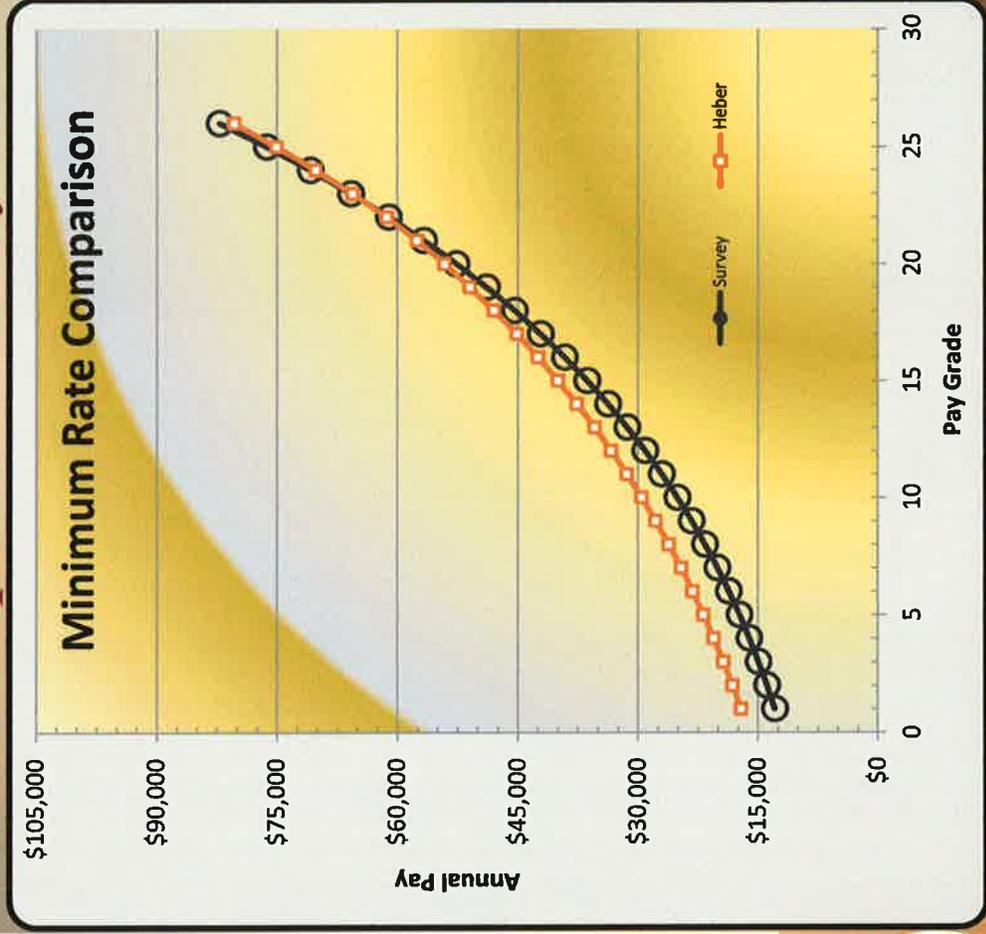


Heber City 2015 Compensation Study

Regression Results

Pay Grade	Survey			Survey			Heber			Heber		
	Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum	Minimum	Midpoint	Average
1	\$13,154	\$15,909	\$18,638	\$14,459	\$17,144	\$20,193	\$17,144	\$20,193	\$23,221	\$17,144	\$20,193	\$15,573
2	\$14,143	\$17,117	\$20,064	\$15,647	\$18,231	\$21,494	\$18,231	\$21,494	\$24,756	\$18,231	\$21,494	\$16,857
3	\$15,206	\$18,417	\$21,599	\$16,933	\$19,361	\$22,880	\$19,361	\$22,880	\$26,355	\$19,361	\$22,880	\$18,246
4	\$16,348	\$19,816	\$23,252	\$18,324	\$20,577	\$24,330	\$20,577	\$24,330	\$28,104	\$20,577	\$24,330	\$19,749
5	\$17,577	\$21,321	\$25,031	\$19,830	\$21,878	\$25,886	\$21,878	\$25,886	\$29,938	\$21,878	\$25,886	\$21,376
6	\$18,898	\$22,940	\$26,946	\$21,460	\$23,221	\$27,571	\$23,221	\$27,571	\$31,899	\$23,221	\$27,571	\$23,138
7	\$20,318	\$24,683	\$29,007	\$23,223	\$24,650	\$29,319	\$24,650	\$29,319	\$33,968	\$24,650	\$29,319	\$25,044
8	\$21,845	\$26,557	\$31,227	\$25,132	\$26,206	\$31,196	\$26,206	\$31,196	\$36,207	\$26,206	\$31,196	\$27,108
9	\$23,487	\$28,574	\$33,616	\$27,197	\$27,848	\$33,221	\$27,848	\$33,221	\$38,574	\$27,848	\$33,221	\$29,342
10	\$25,252	\$30,745	\$36,188	\$29,432	\$29,575	\$35,332	\$29,575	\$35,332	\$41,090	\$29,575	\$35,332	\$31,759
11	\$27,149	\$33,080	\$38,956	\$31,851	\$31,430	\$37,614	\$31,430	\$37,614	\$43,776	\$31,430	\$37,614	\$34,376
12	\$29,190	\$35,592	\$41,937	\$34,469	\$33,392	\$40,023	\$33,392	\$40,023	\$46,634	\$33,392	\$40,023	\$37,209
13	\$31,383	\$38,296	\$45,145	\$37,301	\$35,460	\$42,604	\$35,460	\$42,604	\$49,704	\$35,460	\$42,604	\$40,275
14	\$33,742	\$41,204	\$48,600	\$40,367	\$37,678	\$45,312	\$37,678	\$45,312	\$52,967	\$37,678	\$45,312	\$43,593
15	\$36,278	\$44,334	\$52,318	\$43,684	\$40,045	\$48,233	\$40,045	\$48,233	\$56,421	\$40,045	\$48,233	\$47,186
16	\$39,004	\$47,701	\$56,321	\$47,274	\$42,518	\$51,325	\$42,518	\$51,325	\$60,110	\$42,518	\$51,325	\$51,074
17	\$41,935	\$51,324	\$60,630	\$51,159	\$45,184	\$54,609	\$45,184	\$54,609	\$64,055	\$45,184	\$54,609	\$55,282
18	\$45,087	\$55,222	\$65,268	\$55,363	\$48,020	\$58,127	\$48,020	\$58,127	\$68,234	\$48,020	\$58,127	\$59,837
19	\$48,475	\$59,416	\$70,262	\$59,913	\$51,026	\$61,858	\$51,026	\$61,858	\$72,712	\$51,026	\$61,858	\$64,768
20	\$52,118	\$63,929	\$75,638	\$64,837	\$54,182	\$65,824	\$54,182	\$65,824	\$77,467	\$54,182	\$65,824	\$70,105
21	\$56,035	\$68,784	\$81,425	\$70,165	\$57,572	\$70,046	\$57,572	\$70,046	\$82,542	\$57,572	\$70,046	\$75,881
22	\$60,246	\$74,009	\$87,654	\$75,931	\$61,325	\$74,631	\$61,325	\$74,631	\$87,937	\$61,325	\$74,631	\$82,134
23	\$64,773	\$79,630	\$94,361	\$82,172	\$65,633	\$79,642	\$65,633	\$79,642	\$93,694	\$65,633	\$79,642	\$88,902
24	\$69,641	\$85,678	\$101,580	\$88,925	\$70,196	\$85,015	\$70,196	\$85,015	\$99,814	\$70,196	\$85,015	\$96,227
25	\$74,874	\$92,185	\$109,352	\$96,232	\$75,100	\$90,730	\$75,100	\$90,730	\$106,360	\$75,100	\$90,730	\$104,156
26	\$80,501	\$99,187	\$117,718	\$104,141	\$80,346	\$96,914	\$80,346	\$96,914	\$113,482	\$80,346	\$96,914	\$112,738

Heber City 2015 Compensation Study

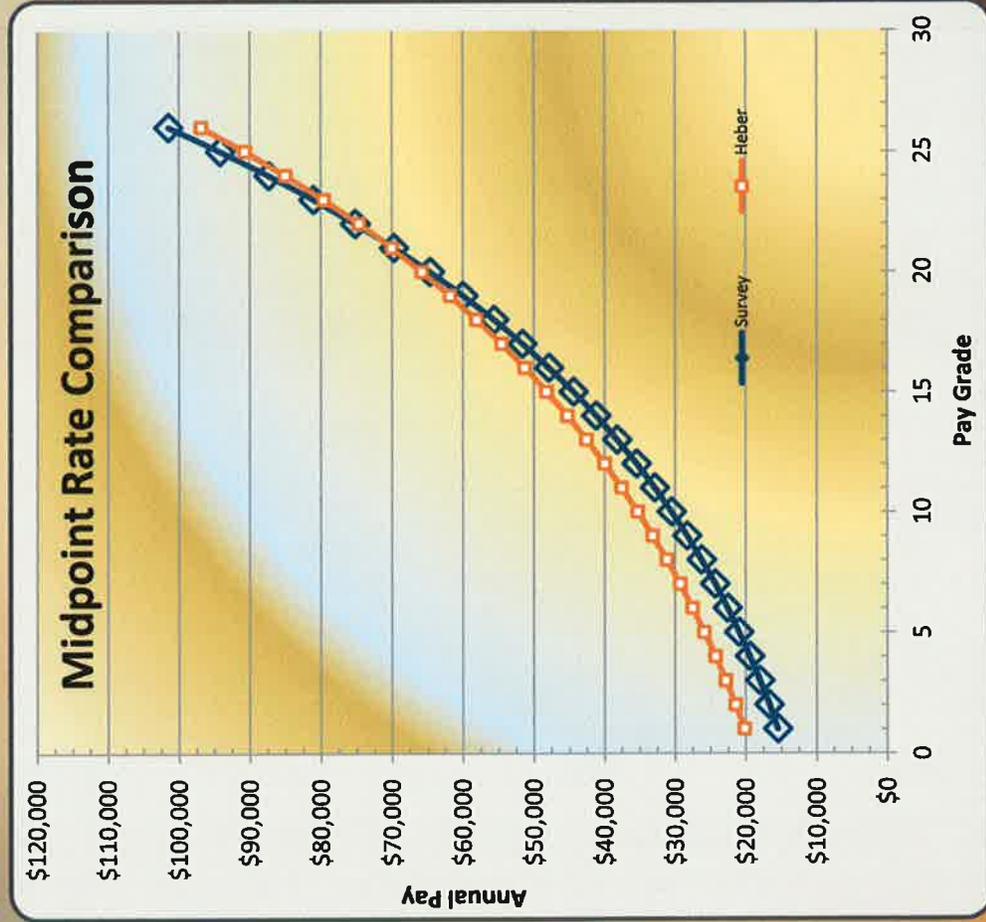


Pay Grade	Survey Minimum	Heber Minimum	Difference \$	Difference %
1	\$13,154	\$17,144	\$3,989	
2	\$14,143	\$18,231	\$4,088	
3	\$15,206	\$19,361	\$4,156	
4	\$16,348	\$20,577	\$4,228	
5	\$17,577	\$21,878	\$4,300	
6	\$18,898	\$23,221	\$4,323	
7	\$20,318	\$24,650	\$4,331	
8	\$21,845	\$26,206	\$4,361	
9	\$23,487	\$27,848	\$4,361	15.7%
10	\$25,252	\$29,575	\$4,323	14.6%
11	\$27,149	\$31,430	\$4,281	13.6%
12	\$29,190	\$33,392	\$4,202	12.6%
13	\$31,383	\$35,460	\$4,077	11.5%
14	\$33,742	\$37,678	\$3,936	10.4%
15	\$36,278	\$40,045	\$3,767	9.4%
16	\$39,004	\$42,518	\$3,514	8.3%
17	\$41,935	\$45,184	\$3,249	7.2%
18	\$45,087	\$48,020	\$2,933	6.1%
19	\$48,475	\$51,026	\$2,551	5.0%
20	\$52,118	\$54,182	\$2,064	3.8%
21	\$56,035	\$57,572	\$1,538	2.7%
22	\$60,246	\$61,325	\$1,080	1.8%
23	\$64,773	\$65,633	\$859	1.3%
24	\$69,641	\$70,196	\$555	0.8%
25	\$74,874	\$75,100	\$226	0.3%
26	\$80,501	\$80,346	-\$156	-0.2%
				6.9%

**Overall
Average
+6.9%**



Heber City 2015 Compensation Study



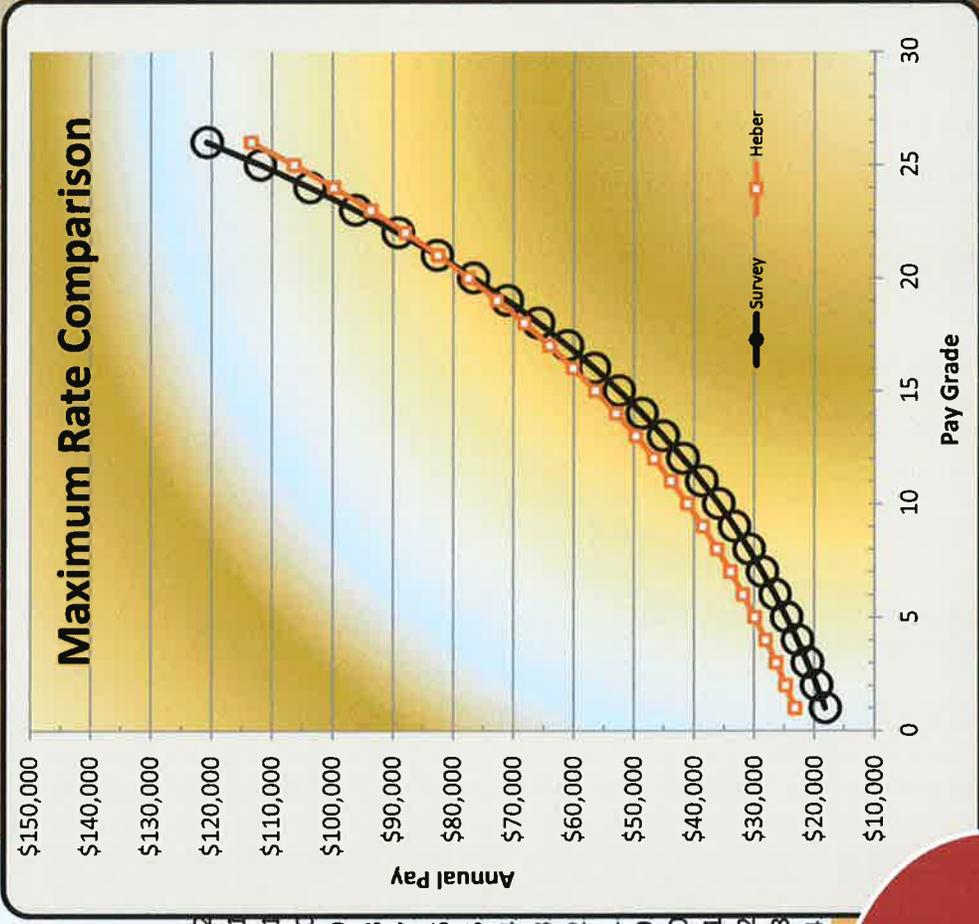
Pay Grade	Survey Midpoint	Heber Midpoint	Difference \$	% Difference
1	\$15,909	\$20,193	\$4,284	
2	\$17,117	\$21,494	\$4,377	
3	\$18,417	\$22,880	\$4,463	
4	\$19,816	\$24,330	\$4,514	
5	\$21,321	\$25,886	\$4,565	
6	\$22,940	\$27,571	\$4,630	
7	\$24,683	\$29,319	\$4,637	
8	\$26,557	\$31,196	\$4,638	
9	\$28,574	\$33,221	\$4,647	
10	\$30,745	\$35,332	\$4,588	13.0%
11	\$33,080	\$37,614	\$4,534	12.1%
12	\$35,592	\$40,023	\$4,431	11.1%
13	\$38,296	\$42,604	\$4,308	10.1%
14	\$41,204	\$45,312	\$4,107	9.1%
15	\$44,334	\$48,233	\$3,899	8.1%
16	\$47,701	\$51,325	\$3,624	7.1%
17	\$51,324	\$54,609	\$3,285	6.0%
18	\$55,222	\$58,127	\$2,905	5.0%
19	\$59,416	\$61,858	\$2,442	3.9%
20	\$63,929	\$65,824	\$1,896	2.9%
21	\$68,784	\$70,046	\$1,262	1.8%
22	\$74,009	\$74,631	\$622	0.8%
23	\$79,630	\$79,642	\$12	0.0%
24	\$85,678	\$85,015	-\$663	-0.8%
25	\$92,185	\$90,730	-\$1,455	-1.6%
26	\$99,187	\$96,914	-\$2,273	-2.3%
				5.1%



**Overall
Average
+5.1%**

Heber City 2015 Compensation Study

Pay Grade	Survey Maximum	Heber Maximum	\$ Difference	% Difference
1	\$18,638	\$23,221	\$4,583	12
2	\$20,064	\$24,756	\$4,692	11
3	\$21,599	\$26,355	\$4,756	11
4	\$23,252	\$28,104	\$4,852	10
5	\$25,031	\$29,938	\$4,907	9
6	\$26,946	\$31,899	\$4,954	8
7	\$29,007	\$33,968	\$4,960	7
8	\$31,227	\$36,207	\$4,980	6
9	\$33,616	\$38,574	\$4,958	5
10	\$36,188	\$41,090	\$4,902	4
11	\$38,956	\$43,776	\$4,820	3
12	\$41,937	\$46,634	\$4,697	2
13	\$45,145	\$49,704	\$4,559	1
14	\$48,600	\$52,967	\$4,367	0
15	\$52,318	\$56,421	\$4,103	-1
16	\$56,321	\$60,110	\$3,789	-2
17	\$60,630	\$64,055	\$3,425	-3
18	\$65,268	\$68,234	\$2,966	-4
19	\$70,262	\$72,712	\$2,450	-3
20	\$75,638	\$77,467	\$1,829	-2
21	\$81,425	\$82,542	\$1,117	-1
22	\$87,654	\$87,937	\$282	0
23	\$94,361	\$93,694	-\$667	-1
24	\$101,580	\$99,814	-\$1,766	-2
25	\$109,352	\$106,360	-\$2,992	-3
26	\$117,718	\$113,482	-\$4,236	-4

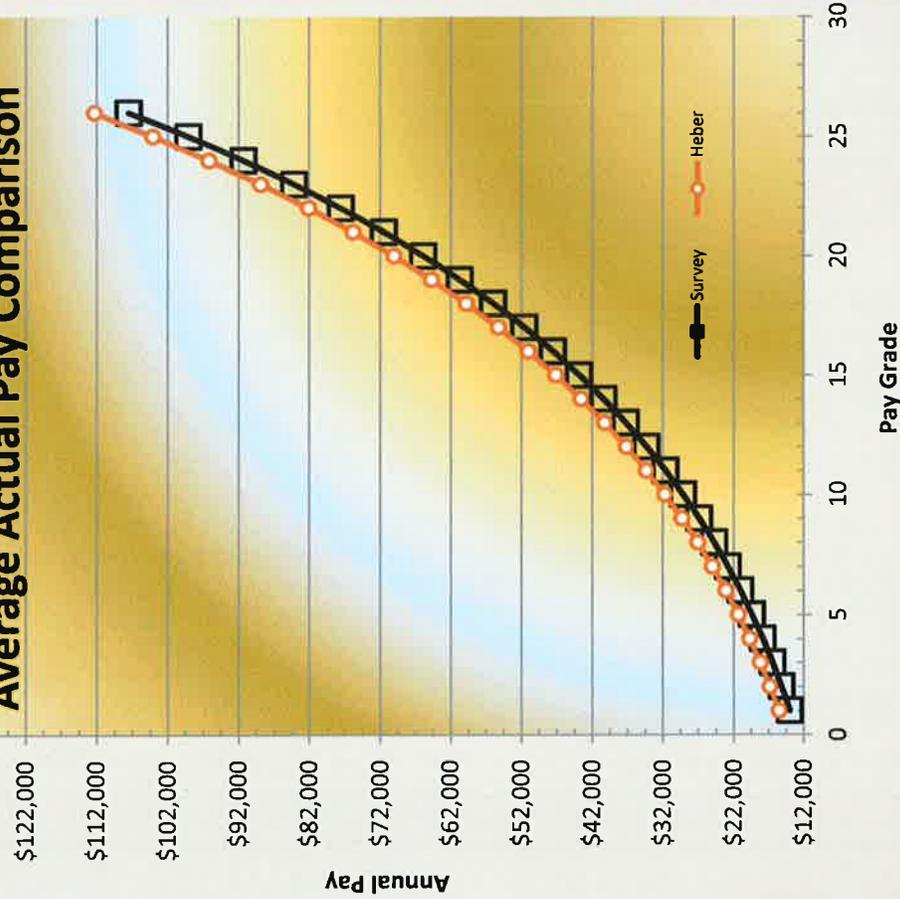


**Overall
Average
+4.7%**



Heber City 2015 Compensation Study

Average Actual Pay Comparison



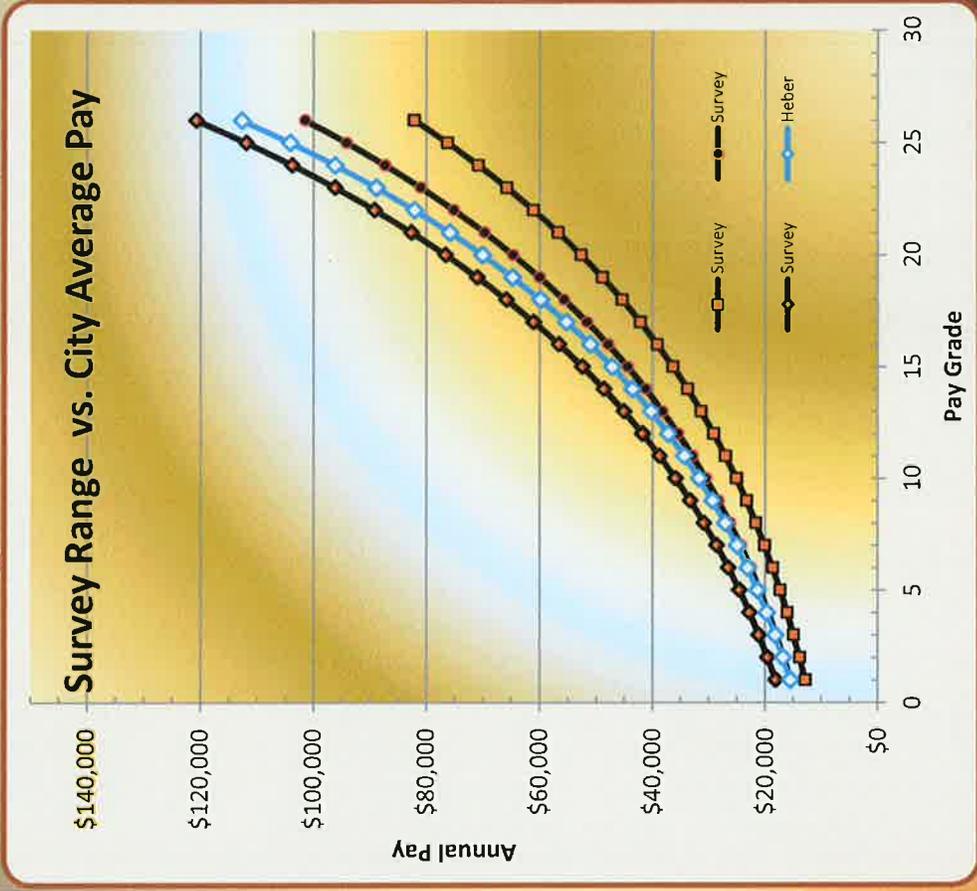
Pay Grade	Survey Average	Heber Average	Difference \$	% Difference
1	\$14,459	\$15,573	\$1,115	
2	\$15,647	\$16,857	\$1,210	
3	\$16,933	\$18,246	\$1,313	
4	\$18,324	\$19,749	\$1,425	
5	\$19,830	\$21,376	\$1,546	
6	\$21,460	\$23,138	\$1,678	
7	\$23,223	\$25,044	\$1,821	
8	\$25,132	\$27,108	\$1,976	
9	\$27,197	\$29,342	\$2,144	
10	\$29,432	\$31,759	\$2,327	7.3%
11	\$31,851	\$34,376	\$2,525	7.3%
12	\$34,469	\$37,209	\$2,740	7.4%
13	\$37,301	\$40,275	\$2,974	7.4%
14	\$40,367	\$43,593	\$3,227	7.4%
15	\$43,684	\$47,186	\$3,501	7.4%
16	\$47,274	\$51,074	\$3,800	7.4%
17	\$51,159	\$55,282	\$4,123	7.5%
18	\$55,363	\$59,837	\$4,474	7.5%
19	\$59,913	\$64,768	\$4,855	7.5%
20	\$64,837	\$70,105	\$5,268	7.5%
21	\$70,165	\$75,881	\$5,716	7.5%
22	\$75,931	\$82,134	\$6,202	7.6%
23	\$82,172	\$88,902	\$6,730	7.6%
24	\$88,925	\$96,227	\$7,302	7.6%
25	\$96,232	\$104,156	\$7,924	7.6%
26		\$112,362	\$8,221	7.3%
27				7.5%



**Overall
Average
+7.5%**

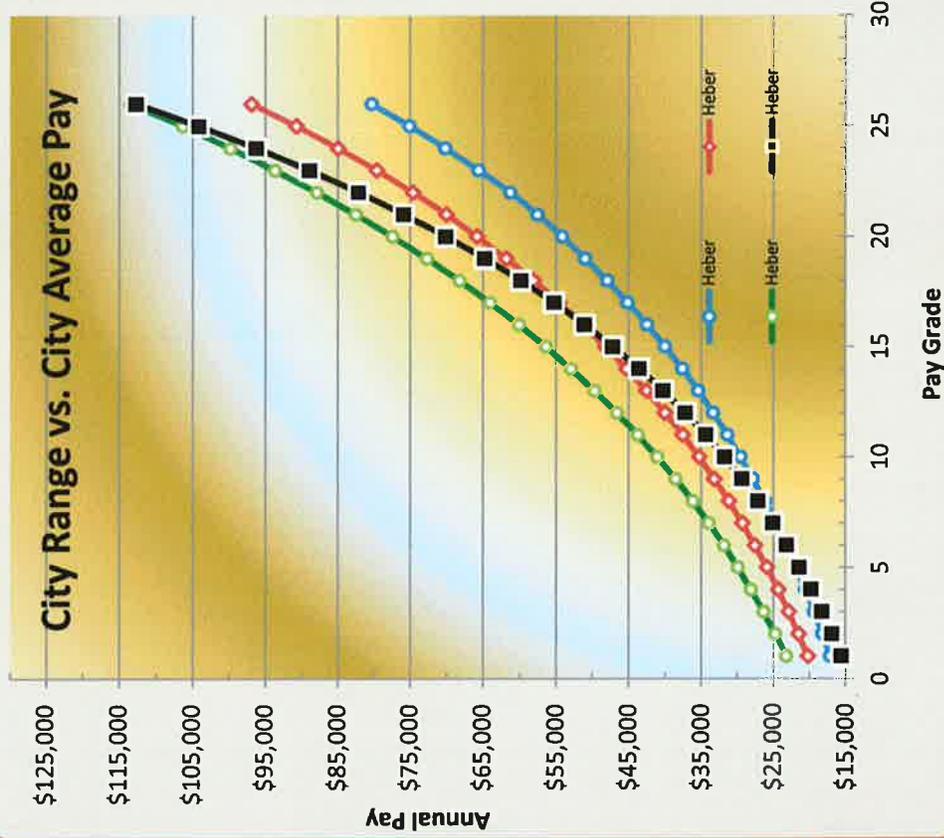
Heber City 2015 Compensation Study

Pay Grade	Survey Minimum	Survey Midpoint	Survey Maximum	Heber Actual
1	\$13,154	\$15,909	\$18,638	\$15,573
2	\$14,143	\$17,117	\$20,064	\$16,857
3	\$15,206	\$18,417	\$21,599	\$18,246
4	\$16,348	\$19,816	\$23,252	\$19,749
5	\$17,577	\$21,321	\$25,031	\$21,376
6	\$18,898	\$22,940	\$26,946	\$23,138
7	\$20,318	\$24,683	\$29,007	\$25,044
8	\$21,845	\$26,557	\$31,227	\$27,108
9	\$23,487	\$28,574	\$33,616	\$29,342
10	\$25,252	\$30,745	\$36,188	\$31,759
11	\$27,149	\$33,080	\$38,956	\$34,376
12	\$29,190	\$35,592	\$41,937	\$37,209
13	\$31,383	\$38,296	\$45,145	\$40,275
14	\$33,742	\$41,204	\$48,600	\$43,593
15	\$36,278	\$44,334	\$52,318	\$47,186
16	\$39,004	\$47,701	\$56,321	\$51,074
17	\$41,935	\$51,324	\$60,630	\$55,282
18	\$45,087	\$55,222	\$65,268	\$59,837
19	\$48,475	\$59,416	\$70,262	\$64,768
20	\$52,118	\$63,929	\$75,638	\$70,105
21	\$56,035	\$68,784	\$81,425	\$75,881
22	\$60,246	\$74,009	\$87,654	\$82,134
23	\$64,773	\$79,630	\$94,361	\$88,902
24	\$69,641	\$85,678	\$101,580	\$96,227
25	\$74,874	\$92,185	\$109,352	\$104,156
26	\$80,501	\$99,187	\$117,718	\$112,738



Heber City 2015 Compensation Study

Pay Grade	Heber Minimum	Heber Midpoint	Heber Maximum	Heber Actual
1	\$17,144	\$20,193	\$23,221	\$15,573
2	\$18,231	\$21,494	\$24,756	\$16,857
3	\$19,361	\$22,880	\$26,355	
4	\$20,577	\$24,330	\$28,104	
5	\$21,878	\$25,886	\$29,938	
6	\$23,221	\$27,571	\$31,899	
7	\$24,650	\$29,319	\$33,968	
8	\$26,206	\$31,196	\$36,207	
9	\$27,848	\$33,221	\$38,574	
10	\$29,575	\$35,332	\$41,090	
11	\$31,430	\$37,614	\$43,776	
12	\$33,392	\$40,023	\$46,634	
13	\$35,460	\$42,604	\$49,704	
14	\$37,678	\$45,312	\$52,967	
15	\$40,045	\$48,233	\$56,421	
16	\$42,518	\$51,325	\$60,110	
17	\$45,184	\$54,609	\$64,055	
18	\$48,020	\$58,127	\$68,234	
19	\$51,026	\$61,858	\$72,712	
20	\$54,182	\$65,824	\$77,467	
21	\$57,572	\$70,046	\$82,542	
22	\$61,325	\$74,631	\$87,937	
23	\$65,633	\$79,642	\$93,694	
		\$85,015	\$99,814	
		\$90,730	\$106,360	
		\$96,914	\$113,482	



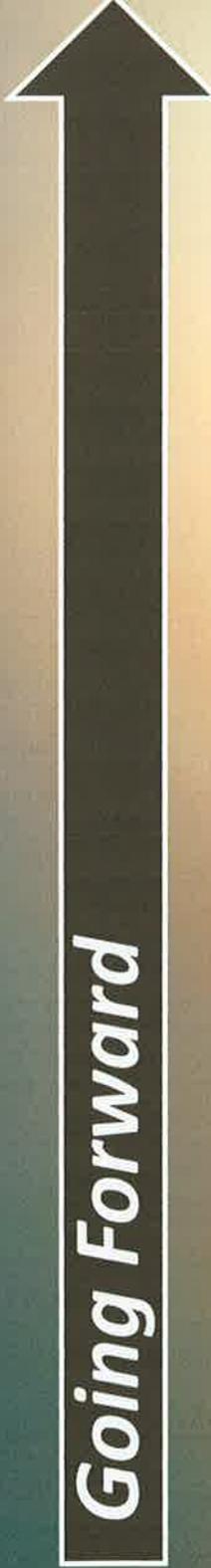


Heber City



Possible Pay Scale

Hourly Pay Rates				Monthly Pay Rates				Annual Pay Rates				
Pay Grade	Pay Range			Pay Grade	Pay Range			Pay Grade	Pay Range			Range
	Minimum	Midpoint	Maximum		Minimum	Midpoint	Maximum		Minimum	Midpoint	Maximum	
1	\$8.24	\$9.70	\$11.16	1	\$1,429	\$1,682	\$1,935	1	\$17,144	\$20,182	\$23,221	35.4%
2	\$8.77	\$10.33	\$11.90	2	\$1,519	\$1,791	\$2,063	2	\$18,231	\$21,494	\$24,756	35.8%
3	\$9.31	\$10.99	\$12.67	3	\$1,613	\$1,905	\$2,196	3	\$19,361	\$22,858	\$26,355	36.1%
4	\$9.89	\$11.70	\$13.51	4	\$1,715	\$2,028	\$2,342	4	\$20,577	\$24,340	\$28,104	36.6%
5	\$10.52	\$12.46	\$14.39	5	\$1,823	\$2,159	\$2,495	5	\$21,878	\$25,908	\$29,938	36.8%
6	\$11.16	\$13.25	\$15.34	6	\$1,935	\$2,297	\$2,658	6	\$23,221	\$27,560	\$31,899	37.4%
7	\$11.85	\$14.09	\$16.33	7	\$2,054	\$2,442	\$2,831	7	\$24,650	\$29,309	\$33,968	37.8%
8	\$12.60	\$15.00	\$17.41	8	\$2,184	\$2,601	\$3,017	8	\$26,206	\$31,206	\$36,207	38.2%
9	\$13.39	\$15.97	\$18.54	9	\$2,321	\$2,768	\$3,214	9	\$27,848	\$33,211	\$38,574	38.5%
10	\$14.22	\$16.99	\$19.75	10	\$2,465	\$2,944	\$3,424	10	\$29,575	\$35,332	\$41,090	38.9%
11	\$15.11	\$18.08	\$21.05	11	\$2,619	\$3,134	\$3,648	11	\$31,430	\$37,603	\$43,776	39.3%
12	\$16.05	\$19.24	\$22.42	12	\$2,783	\$3,334	\$3,886	12	\$33,392	\$40,013	\$46,634	39.7%
13	\$17.05	\$20.47	\$23.90	13	\$2,955	\$3,549	\$4,142	13	\$35,460	\$42,582	\$49,704	40.2%
14	\$18.11	\$21.79	\$25.46	14	\$3,140	\$3,777	\$4,414	14	\$37,678	\$45,322	\$52,967	40.6%
15	\$19.25	\$23.19	\$27.13	15	\$3,337	\$4,019	\$4,702	15	\$40,045	\$48,233	\$56,421	40.9%
16	\$20.44	\$24.67	\$28.90	16	\$3,543	\$4,276	\$5,009	16	\$42,518	\$51,314	\$60,110	41.4%
17	\$21.72	\$26.26	\$30.80	17	\$3,765	\$4,552	\$5,338	17	\$45,184	\$54,619	\$64,055	41.8%
18	\$23.09	\$27.95	\$32.80	18	\$4,002	\$4,844	\$5,686	18	\$48,020	\$58,127	\$68,234	42.1%
19	\$24.53	\$29.74	\$34.96	19	\$4,252	\$5,156	\$6,059	19	\$51,026	\$61,869	\$72,712	42.5%
20	\$26.05	\$31.65	\$37.24	20	\$4,515	\$5,485	\$6,456	20	\$54,182	\$65,824	\$77,467	43.0%
21	\$27.68	\$33.68	\$39.68	21	\$4,798	\$5,838	\$6,878	21	\$57,572	\$70,057	\$82,542	43.4%
22	\$29.48	\$35.88	\$42.28	22	\$5,110	\$6,219	\$7,328	22	\$61,325	\$74,631	\$87,937	43.4%
23	\$31.55	\$38.46	\$45.37	23	\$5,469	\$6,666	\$7,863	23	\$65,633	\$79,997	\$94,361	43.8%
24	\$33.75	\$41.29	\$48.84	24	\$5,850	\$7,157	\$8,465	24	\$70,196	\$85,888	\$101,580	44.7%
25	\$36.11	\$44.34	\$52.57	25	\$6,258	\$7,685	\$9,113	25	\$75,100	\$92,226	\$109,352	45.6%
26	\$38.70	\$47.65	\$56.60	26	\$6,708	\$8,259	\$9,810	26	\$80,501	\$99,110	\$117,718	46.2%



Going Forward

- 1 Articulate potential pay progression methods based upon learning curve, merit/performance (individual & work team recognition) and longevity
- 2 Reset organizational culture to expect and deliver excellence, through a re-defined performance management & evaluation process
- 3 Prepare implementation strategy and timeline for compensation adjustments (e.g. FY 2016 Budget Process, targeted range adjustments)
- 4 As a “living” element of compensation administration, monitor and identify features and enhancements to the job valuation method that can strengthen internal equity outcomes (e.g. through ongoing examination of job descriptions to ensure accuracy and consistency)

TAB 3

Heber City Council
Meeting date: May 21, 2015
Report by: Anthony L. Kohler

Re: 2015 Landuse Map Amendment

The Planning Commission has been debating the Strawberry Annexation. The Planning Commission, neighbors and those that are being brought into the city have struggled with the land uses identified in the General Plan for the area. There are 3 general areas identified on the attached map that are proposed for change.

The city has a business and manufacturing park zoning identified in the general plan around 2400 South Highway 40. Property owners in that area requested the city instead consider a commercial type land use.

Along Mill Road, neighbors to the Strawberry Annexation have asked that the city not repeat the streetscape at 600 South Mill Road, specifically the rear yards facing the street with 6-foot fences and unmaintained planter strips. The Planning Commission felt one way to promote a better streetscape and more open space in the area was to utilize the Planned Community land use rather than the low-density residential land use. In addition to promoting more open space, the Planned Community land use requires a mixture of housing types, and permits some commercial mixed uses.

The city has a pending annexation north of Kings Department Store. The general plan designates the area as Planned Community. The Planning Commission is recommending that 30 acres be designated instead as Mixed Use to accommodate more commercial growth rather than residential. This is the same land use as the Valley Station development where Walmart resides.

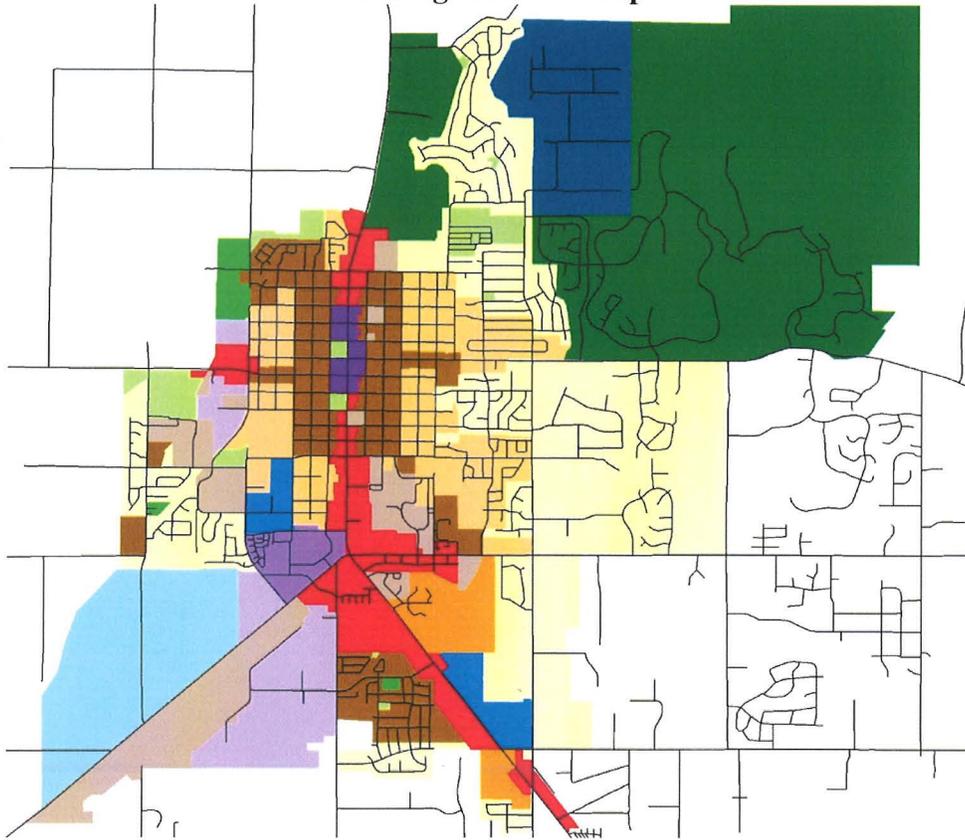
Section 18.116.010 requires that all newly annexed land to be zoned consistent with the general plan. The proposed amendment will permit the pending annexations to be zoned in the manner consistent with the proposed amendment.

RECOMMENDATION

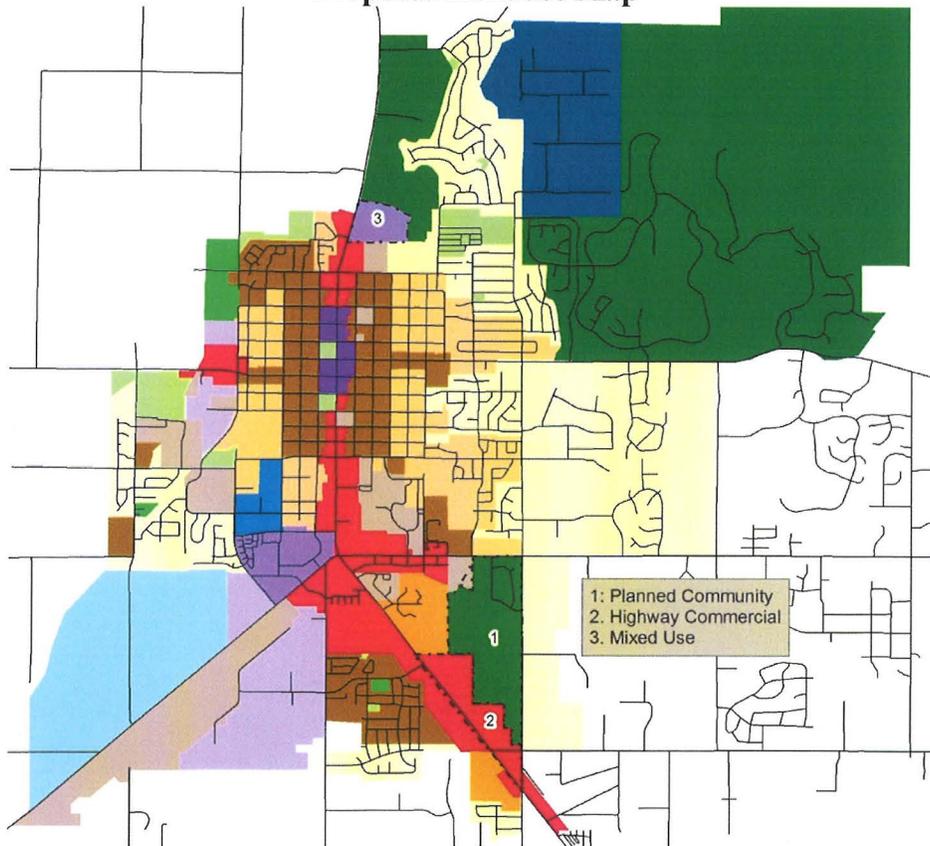
On March 12, 2015, the Planning Commission held a public hearing to consider an amendment to the Land Use Element of the General Plan, and provided a unanimous recommendation to the City Council for approval of the proposed amendment.

On April 2, 2015, the City Council continued the item until additional information could be obtained to determine if pending annexations should participate in the TDR program. Since that meeting, there is a better understanding of the time and cost involved in performing a TDR feasibility and housing analysis. The purpose of the discussion on May 21 is to obtain feedback on the proposed changes and their relation to the proposed TDR program.

Existing Landuse Map



Proposed Landuse Map



TAB 4

Proposed code change:
Business Licensing;

Chapter 5.05.030 Definitions:

Currently reads

F. **B.C.I** means an original or copy, dated no older than 180 days prior to the date of the Application, of either: (1) a Utah Department of Public Safety Bureau of Criminal Identification verified criminal history report personal to the applicant, or (2) verification by the Utah Public Safety Bureau of Criminal Identification that no criminal history rising to the level of disqualifying status exists for the applicant.

Change to:

F. B.C.I. means an original copy, dated no older than 30 days prior to the date of the application, of either: (1) a Utah Department of Public Safety Bureau of Criminal Identification verified criminal history verified history report personal to the applicant, or (2) Verification by the Utah Public Safety Bureau of Criminal Identification that no criminal history rising to the level of disqualifying status exists for the applicant. If the applicant does not have a valid Utah State drivers license, the background check must be obtained by the applicant from the state the applicants drivers license is issued.

Section 5.05.080

Currently reads:

H. The request for a Temporary Certificate will be granted or denied the same business day that a Completed Application is submitted, as long as said application is received before 3:00 pm that same day.

Change to;

H. Normally a request for a temporary certificate will be granted or denied the same business day that a completed application is submitted as long as said application is received before 3:00 p.m. that same day; however, there may be circumstances where it may not be possible to process some temporary certificates, in the event of heavy volume days or afternoons.

Section 5. 05.100 issuance of certificates

B. Annual Certificate

Currently reads: Annual certificate. Within twenty five (25) calendar days of the issuance of a temporary Certificate the City shall:

1. take any and all actions it deems appropriate to verify the truthfulness and completeness of the information submitted by the applicant, including but not limited to those disclosed with the Applicant Form.

2. issue written notice to the applicant and the responsible person or entity, if any that the applicant either:

a. will be issued an annual certificate, eligible for renewal one year from the issuance of the temporary certificate, or

b will not be issued an annual Certificate for reasons cited in Section 5.05.140 of this chapter.

Change to: Annual Certificate:

A Within 5 business days of the twenty-five (25) day temporary certificate expiring, the applicant must notify the City of their desire to receive an annual certificate. The city will verify that the applicant has been in compliance with all of the city, local, state and federal laws. If the applicant is in compliance, an annual certificate will be issued for one year from the issuance of the temporary certificate. The applicant will pay the cost for a new annual badge. See the Consolidated fee schedule for the current fee.

B If the applicant does not notify the City of their desire to receive an annual certificate prior to the temporary certificate expiring, the applicant must reapply.

TAB 5

ULCT DRAFT HB 362 RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEBER, UTAH, SUPPORTING THE HB 362 (2015) AUTHORIZED 0.25% LOCAL OPTION GENERAL SALES TAX DEDICATED TO TRANSPORTATION, ENCOURAGING THE COUNTY OF WASATCH TO SUBMIT THE PROPOSAL TO VOTERS IN NOVEMBER 2015, AND ENCOURAGING VOTERS TO SUPPORT THE PROPOSAL.

WHEREAS, a safe and efficient transportation system creates the foundation for economic growth, improved air quality and public health, and enhanced quality of life; and

WHEREAS, the creation and maintenance of transportation infrastructure is a core responsibility of local government; and

WHEREAS, Utah's residents demand new comprehensive transportation options such as bike lanes, multi-use paths, off-road trails, and transit in addition to traditional roads; and

WHEREAS, research from the Utah Department of Transportation indicates that road rehabilitation costs six times as much as road maintenance, and road reconstruction costs ten times as much as road maintenance, and

WHEREAS, investing in transportation results in economic development for Heber City and Wasatch County and accessible good-paying jobs for our residents; and

WHEREAS, improving comprehensive transportation in Heber City and Wasatch County will reduce private vehicle usage which will in turn lead to improved air quality; and

WHEREAS, poor air quality discourages economic development, business recruitment and tourism visits, and contributes to asthma and other health ailments; and

WHEREAS, nearly 1 in 10 Utah adults suffer from asthma and struggle to breathe during poor air quality days; and

WHEREAS, nearly 57% of Utah adults are overweight, nearly 200,000 Utahns have diabetes, and diabetes and obesity related health care costs in Utah exceed \$700 million; and

WHEREAS, investing in safe and connected trails, bike lanes, sidewalks, and multi-use paths will encourage our residents to be more active, enable them to spend more time with their families via active transportation, and result in improved personal and community health; and

WHEREAS, Utah has created a Unified Transportation Plan to address these comprehensive transportation and quality of life issues; and

WHEREAS, the Utah Stated Legislature recognized the local transportation needs and enacted HB 362 which authorized counties to impose and voters to approve a 0.25% local option general sales tax dedicated to local transportation; and

WHEREAS, Heber City will, upon county imposition and voter approval, receive 0.10 of the 0.25% sales tax to invest in critical local transportation needs.

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF HEBER, UTAH:

SECTION 1. Support the 0.25% Local Option General Sales Tax. The Heber City Council supports the proposed 0.25% Local Option General Sales Tax that the Wasatch County governing body may submit to voters in Wasatch County in November.

SECTION 2. Encourage Submission of Proposal to the Voters of Wasatch County. The City Council urges the County governing body to submit the 0.25% local option general sales tax dedicated to transportation to the voters of the County for the November, 2015, election. The City Council also publicly supports the County governing body in submitting the 0.25% local option general sales tax dedicated to transportation to the electorate of the County.

SECTION 3. Encourage Voters to Enact the 0.25% Local Option General Sales Tax. The City Council encourages voters to carefully consider the potential impact from the 0.25% general sales tax local option and to support the enactment of the 0.25% local option general sales tax because of the potential impact explained below.

SECTION 4. Road and Street needs in Heber City. The City has significant traditional transportation needs that the municipal 0.10 portion could address. For example, the City has a backlog of road maintenance projects such as chip seals, slurry seals, road repairs and overlays throughout the City. Adoption of the municipal 0.10 would enable the City to invest in the critical projects that our residents expect.

SECTION 5. Active and Alternative Transportation Infrastructure Needs in Heber City. The City has significant active and alternative transportation needs that the municipal 0.10 portion could address. For example, our residents are demanding improved sidewalks and pedestrian safety modes, enhanced bike lanes, better connectivity with transit, more traffic calming devices, and other modern transportation infrastructure such as the southern bypass, 600 South improvements east and west of Main Street, 1200 East improvements, and City contributions to road impact fees. Investment in active transportation options will encourage residents to travel via walking, biking, and transit, result in a healthier population, reduced emissions, decreased health care costs, and improved quality of life. Adoption of the municipal 0.10 would enable the City to invest in the critical projects that our residents expect.

SECTION 6. Distribution of this Resolution. A copy of this resolution shall be sent to the Wasatch County Commission, the Utah League of Cities & Towns, the Utah Association of Counties, the Speaker of the Utah House of Representatives, the President of the Utah State Senate, State Representatives and Senators who represent the City, and the Governor of Utah.

SECTION 7. Effective Date. This Resolution shall become effective upon passage.

APPROVED BY THE CITY COUNCIL OF THE CITY OF HEBER, UTAH, ON THIS _____ DAY OF _____, 2015 BY THE FOLLOWING VOTE:

	AYE	NAY
Council Member Robert L. Patterson	_____	_____
Council Member Jeffery M. Bradshaw	_____	_____
Council Member Erik Rowland	_____	_____
Council Member Heidi Franco	_____	_____
Council Member Kelleen L. Potter	_____	_____

APPROVED:

Mayor Alan McDonald

ATTEST:

_____ Date: _____

RECORDER

Date of First Recording: _____

TAB 6

MEMORANDUM OF AGREEMENT

between

Wasatch County, Heber City, Midway City and Mountainland Association of Governments (MAG)

for

A MARKET DEMAND ANALYSIS OF DEVELOPMENT RIGHTS IN THE NORTH FIELDS

WHEREAS, Wasatch County, Heber City, Midway City and MAG desire to preserve the rural agriculture heritage of Heber Valley and continue to conserve the North Fields while compensating North Fields landowners for their development rights and encouraging continuing agricultural production; and

WHEREAS, Wasatch County, Heber City, Midway City and MAG wish to enter into an AGREEMENT for this purpose, and they are the sole PARTIES to this AGREEMENT; and

WHEREAS, the PARTIES wish to commit resources to existing staff and recognize the importance of involving multiple discipline professionals in developing and advising policy makers on a approach ensuring Heber Valley's economic competitive advantage of retaining a rural agricultural heritage, excellent quality of life and for other purposes important to the PARTIES; and

WHEREAS, the PARTIES recognize and acknowledge that staff and consultants with in-depth understanding of funding, finance, zoning, community development, engineering and experience in these sectors would greatly increase the capabilities of the PARTIES;

NOW, therefore, the PARTIES hereby AGREE to the following:

1. The PARTIES, together, pledge to encourage staff and policy makers to work with each other to solve problems that arise and agree that MAG will act as the Project Manager to facilitate the procurement, contracting and payment of a consultant.
2. The PARTIES, together, pledge to \$45,000 to be used to retain a real-estate oriented financial advisory and consulting firm through a Request for Proposal process for the Scope of Services in Attachment A; and
3. The PARTIES will share the \$45,000 cost by providing funds to the project at MAG in the following amounts: MAG \$10,000 (Local Planning Assistance), Wasatch County \$15,000, Heber City, \$15,000 and Midway \$5,000; and
4. That this agreement is for the period of June 1, 2015 through June 1, 2016 and may be terminated by any of the PARTIES with at least thirty days written notice.

IN WITNESS WHEREOF, Wasatch County, Heber City, Midway City and MAG have executed this AGREEMENT on this date: _____

Michael L. Kohler, Chair
Wasatch County Council

Mayor Alan McDonald
Heber City

Mayor Colleen Bonner
Midway City

Andrew Jackson, Executive Director
Mountainland Association of Governments

Wasatch County, Heber City and Midway City and Mountainland Association of Governments Market Demand Analysis Agreement

Attachment A & B

Heber City Council
Meeting date: June 4, 2015
Report by: Anthony L. Kohler

Re: TDR Program

Attached is a draft memorandum of understanding and RFP for conducting a feasibility analysis for the TDR program. Midway, Heber City, and Wasatch County recently discussed this issue at the interlocal meeting. Tentatively, the TDR Committee has discussed a desire to have these documents approved late June or early July so the process can move forward.

The purpose for the Council work meeting item:

1. discuss the city's intended monetary contribution to the feasibility study;
2. obtain feedback on the proposed RFP (still in draft mode),;
3. determine if the MOU is ready for approval at the next Council meeting; and
4. discuss the appointment of 2 persons (Council, Planning Commission, or Staff) to serve on an RFP Board that will ultimately choose the consultant. Tentatively, the TDR Committee has discussed having a 5 member board for this effort, with 2 county representatives, 2 Heber City Representatives, and 1 Midway Representative.

Request for Proposals

June 22, 2015

Wasatch Housing Market and TDR Study

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NOTICE TO CONSULTANTS

Mountainland Association of Governments (MAG) is soliciting the services of qualified firms/individuals to perform consulting services for the following project:

Wasatch Housing Market and TDR Study

Agricultural preservation is a high priority to the residents of Wasatch County. In order to accomplish long term preservation, a complete understanding of housing demand, redevelopment potential and transferable development rights feasibility and valuation will be developed to aid local leaders in making better preservation decisions. This

project will produce a comprehensive feasibility analysis of the development of a TDR program within Wasatch County.

The budget for this study is \$40,000.00

Provide the Best Value for the Budget

MAG has elected to procure a team to design and achieve the best project possible within the program budget. This will be accomplished through a Fixed-Price, Best-Design procurement approach. This approach gives the consultant a fixed price and encourages them to propose innovative and creative solutions for achieving the goals and realizing the values as set forth in this Request for Proposals.

The successful proposer for the project will fully understand the project goals, values and expectations, and deliver a proposal that provides to the project stakeholders outstanding solutions within the available budget.

PROJECT DESCRIPTION

The purposes of this project are three-fold:

ONE -This study will review housing market demand on a regional scale that includes Summit County to better understand the future demand for housing types that will affect Wasatch County.

- Market demand for housing by type (Single Family, townhome, condominiums, and various higher density multi-family homes (including owner vs rental) within the entire study area.
- Analyze housing demand and market interaction between Wasatch County and other Wasatch Back communities.
- Redevelopment potential and feasibility within identified TDR receiving zones given redevelopment costs and TDR costs, and identification of zoning standards such as density, building height, parking, etc. that may pertain to feasibility of redevelopment

TWO - The project will analyze the feasibility of and potential success of developing an inter-jurisdictional TDR program within Wasatch County.

- Refine TDR sending and receiving zones within the study area.

- Estimate the potential number of development rights that could be transferrable within those areas.
- Develop a value for each TDR an exchange rate.
- Analysis of the market feasibility of using inter-jurisdictional TDRs within Wasatch County.

THREE – Identify barriers that would inhibit and future actions that will create an environment where TDR program could be successful.

Proposers should pay thorough attention to the guiding Project Values and Expectations as follows:

Project Values and Expectations

- Recognize the intended TDR program is a multi-jurisdictional effort
- Create mapping and documents that clearly explain the analysis to stakeholders and in formats that are useful to the jurisdictions, web-accessible and easily distributed.
- Conduct analysis and evaluations without predetermined outcomes or influences.
- Establish clear conclusions to project objectives.

PROCUREMENT PROCESS

MAG intends to enter into an agreement with a firm to provide professional services as described.

MAG will award the Contract to the Proposer with the apparent best value after the final contract has been successfully negotiated. If no final agreement is reached between MAG and the Proposer with the apparent best value proposal, MAG reserves the right to negotiate a Contract with the Proposer with the second highest score.

I. Request for Proposal Documents

The Request for Proposal (RFP) documents, including the submittal requirements and the selection criteria and schedule, will be available in electronic format on the Mountainland web site at **www.mountainland.org**.

MAG reserves the right to reject any or all submittals or to waive any formality or technicality in any submittal in the interest of the organization.

II. Contact Information

Except as authorized by the Mountainland representative or as otherwise stated in the RFP, communication during the selection process shall be directed to the specified Mountainland representative. In order to maintain the fair and equitable treatment of everyone, consultants shall not unduly contact or offer gifts or gratuities to Mountainland, any board officer, or employee of Mountainland, or selection committee members in an effort to influence the selection process or in a manner that gives the appearance of influencing the selection process. This prohibition applies before the RFP is issued, through selection and Request for Proposals, as the project is developed, and extends through the award of an agreement. Failure to comply with this requirement may result in a disqualification in the selection process. Consultants should be aware that selection committee members will be required to certify that they have not been unduly influenced by any of the proposers in an attempt to influence the selection process.

All communications regarding this project shall be directed to:

Robert Allen, AICP, Project Manager

Mountainland Metropolitan Planning Organization
586 East 800 North
Orem, UT 84097
t.801/229-3813
f.801/229-3801
rallen@mountainland.org

III. Questions and Requests for Clarification

The Proposers may submit questions or formal requests for clarification on the RFP in writing until the submittal date via email at the contact address. All responses to requests for clarification will be in writing and such requests and clarifications will be posted on the Mountainland website.

IV. Submittal Due Dates and Times

Three hard copies and one electronic copy in PDF format of all required submittals must be delivered to Mountainland MPO no later than **3:00 pm, Thursday, July 9, 2015**. Submittals received after the specified time will not be accepted. Please allow adequate time for delivery. If using a courier service, the submitting firm is responsible for ensuring that delivery will be made directly to the required location.

PDF documents must have permissions enabled for comments and printing.

V. Proposal Documents

Each Response to this RFP shall consist of the following:

1. Listing of Past Performance and References (not to exceed 1 page)
2. Management Plan, Project Schedule, and Statement of Qualifications (not to exceed 3 pages)
3. Project Proposal (not to exceed 9 pages)
4. Contact information for the responsible party.

1. Past Performance and References

The Past Performance of all Proposers shall be considered in the selection process. Each consultant shall submit a listing of client references on three similar projects completed within the past five years. Include contact information and a one paragraph description for each project.

2. Management Plan

Firms will be required to develop and submit a plan demonstrating how they will manage their responsibilities, identifying risks, and how risks will be mitigated. An organization chart showing the roles and responsibilities of all pertinent decision-makers is a required part of the PROPOSAL.

Address quality control, project specific criteria, risks that have been identified by the RFP and additional risks that the team has identified. State how those risks will be mitigated.

As part of the management plan include your proposed project schedule. Indicate critical dates and other information in sufficient detail for the selection committee to determine if the time frames are reasonable.

The management plan should be concise yet contain sufficient information for evaluation by the selection committee.

2a. Statement of Qualifications

The submitting firm shall include in the management plan a Statement of Qualifications, a **brief** document that indicates the experience and qualifications of the firm, the project manager and other critical members of the team. It describes what talents their team brings to the project, how their knowledge of the subject will provide benefit to the process, how the team has been successful in the past and how that relates to this project.

It should include information on similar projects that have been completed by the firm, project manager and other team members. Include the experience and special qualifications that are applicable to this project and/or are part of the project specific selection criteria.

3. Project Proposal

Each project proposal shall address the following Scope of Work requirements.

Scope of Work

Work Tasks and Deliverables

The majority of effort is anticipated to be focused on analyzing housing market demand in the region and the feasibility of using a TDR program within the Heber Valley.

The CONSULTANT will provide professional services to accomplish all specific work tasks, ***plus all additional work tasks, to be proposed by the consultant***, leading to the preparation, submittal, and approval of the final study document.

The specific work tasks shown below are the *minimum required*, and are intended to provide guidance in preparing the proposal. Consultants are encouraged and expected to respond to this RFP with a proposal that includes additional tasks, further defined task details, and a work plan and approach necessary to accomplish each task and do so in accordance with the Project Values and Expectations as stated above.

The CONSULTANT shall provide all required labor, equipment, tools, and facilities necessary to complete the required work, including but not limited to the following:

- Understand market demand for housing by type (single family, townhome, condominiums, and various higher density multi-family homes (including owner vs rental) within the entire study area.
- Analyze housing demand and market interaction between Wasatch County and other Wasatch Back communities.
- Understand redevelopment potential and feasibility within identified TDR receiving zones given redevelopment costs and TDR costs, and identification of zoning standards such as density, building height, parking, etc. that may pertain to feasibility of redevelopment.
- Refine TDR sending and receiving zones within the study area.
- Estimate the potential number of development rights that could be transferrable within those areas.
- Develop a value for each TDR an exchange rate.
- Analysis of the market feasibility of using interjurisdictional TDRs within Wasatch County.
- Final Project Report Document

Final Scope of Work

The Final Scope of Work document shall be negotiated and executed prior to the start of work. Should MAG and consultant be unable to come to a negotiated agreement, the contract may be negotiated and award to the second highest scoring proposal.

VI. Selection Criteria for Professional Services

The following criteria will be used in ranking each of the teams. The team that is ranked the highest will represent the best value for MAG. The criteria are not listed in any priority order. The selection committee will consider all criteria in performing a comprehensive evaluation of the proposal. Weights have been assigned to each criterion in the form of points.

- A. **AOG Past Performance Rating 10 Points** Each prime firm will be given a past performance rating. The rating will be based on the performance of the firm in completion of the three previous projects as submitted in the Management Plans and Proposal.
- B. **Project Proposal 45 Points** The merits of each Project Proposal will be evaluated by the selection committee in relation to the following:
1. **Apparent understanding of the Project Goals and Values** – How well has the proposer demonstrated a thorough understanding of the issues and concerns embodied in the Project Goals and Values?
 2. **Comprehensiveness of the response to the RFP** – Has the proposal properly addressed each of the requirements and suggestions identified within the RFP, and paid adequate attention to each element?
 3. **Creativity and Professionalism** - Has the proposer demonstrated both creativity and a professional approach to addressing the issues and needs identified in the RFP? Are the proposals realistic and attainable?
- C. **Strength of Team and Management 30 Points** Based on the proposals, the interview, and management plan, the selection team shall evaluate the expertise and experience of the team and the project lead as it relates to this project in size, complexity, quality, duration, etc. Consideration will also be given to the strength brought to the team by critical consultants including how they were selected and the success the team has had in the past in similar projects
- D. **Schedule 10 Points** The consultant's schedule will be evaluated as to how well it meets the objectives of the project. The consultant shall identify in the project

schedule all major work items with start and stop dates that are realistic and critical. The completion dates shown on the schedule will be used in the contract. A Critical Path or similar schedule approach is preferred.

E. **Local Knowledge 10 Points** The consultant's knowledge of the local and regional plans for the area and their past involvement with jurisdictions in the area will be evaluated as to how well issues of the area are known.

TOTAL POSSIBLE: 105 POINTS

VII. Selection Committee

The Selection Committee will be composed of individuals from stakeholder groups.

VIII. Interviews

The selection committee may require interviews to be conducted with all firms who have met all of the requirements, but holds the right to decline holding interviews. If the committee decides to hold interviews, they may convene to develop a short list of firms to be invited to interviews. This evaluation will be made using the selection criteria noted below based on the information provided by the Proposal, Past Performance/References, Management Plan and Statement of Qualifications.

The purpose of the interview is to allow the firm to present its qualifications, past performance, management plan, schedule and general plan for accomplishing the project. It will also provide an opportunity for the selection committee to seek clarifications from the firm.

The proposed primary project management personnel, including the project manager, should be in attendance. The project manager is the firm's representative who has overall job authority, will be in attendance at all job meetings, and is authorized by the firm to negotiate and sign any and all change orders in the field, if necessary. Unless otherwise noted, the attendance of sub-consultants is at the discretion of the firm.

The method of presentation is at the discretion of the firm. The interviews will be held on the date and at the place TBD.

IX. Form of Agreement

At the conclusion of negotiations, the selected consultant will be required to enter into an agreement using the available form of the Professional Services Agreement.

X. Licensure

The consultant shall comply with and require its sub-consultants to comply with the license laws of the State of Utah.