



**City of California City  
Community Development  
Planning Department  
21000 Hacienda Blvd  
California City, CA 93505**

**REQUEST FOR PROPOSAL (RFP)  
2028 General Plan Update**

**RFP Release Date: Thursday, May 1 at 12:00 PM  
Deadline for submission: Tuesday, July 1 at 5:00 PM**

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## **I. EXECUTIVE SUMMARY**

The City of California City ("City") invites qualified consultants to submit proposals to prepare a comprehensive General Plan Update for the 2028–2047 planning period. This plan will address land use, housing, transportation, economic development, environmental sustainability, and other areas in alignment with the City's long-term vision. All proposals are due by 5:00 PM on July 1, 2025.

## **II. INTRODUCTION**

The City of California City is seeking proposals from experienced consulting firms to update its General Plan, ensuring compliance with state law and alignment with evolving community priorities and state-wide planning goals.

## **III. PROJECT DESCRIPTION**

The selected consultant will lead a full update of the City's General Plan. The update will include a comprehensive revision of all state-mandated elements:

- Land Use
- Housing
- Circulation and Transportation
- Conservation and Open Space
- Safety and Noise
- Environmental Justice (SB 1000 compliance)
- Economic Development
- Updated Land Use Map

## **IV. SCOPE OF WORK**

1. Task 1: Project Initiation and Work Plan
2. Task 2: Public Engagement Strategy and Outreach (including DEI and language access considerations)
3. Task 3: Existing Conditions and Technical Background Reports
4. Task 4: Visioning and Guiding Principles
5. Task 5: Policy Framework and Element Development
6. Task 6: General Plan Drafting and Land Use Map Update
7. Task 7: Environmental Review (CEQA compliance, including EIR preparation)
8. Task 8: Planning Commission and City Council Hearings
9. Task 9: Final General Plan and Implementation Program
10. Task 10: Monitoring Framework and Ongoing Review Plan

## **V. SERVICES PROVIDED BY THE CITY**

- Designated Contact Person
- Access to prior plans, maps, data, and City GIS
- Coordination of meetings and agency reviews

## **VI. PROPOSAL REQUIREMENTS**

Proposals should be clear, concise, and structured as follows:

1. Cover Letter
2. Table of Contents
3. Firm Qualifications and Relevant Experience (limit: 5 pages)
4. Complete Contact Information (business address, phone, email)
5. Project Understanding (limit: 2 pages)
6. Project Approach (limit: 4 pages)
7. Organizational Chart (names, roles, and contact info of key staff and sub consultants)
8. Project Schedule (timeline with phases, key deliverables, and milestones)
9. References (minimum 3 projects of similar size/scope)
10. Other Relevant Information (e.g., innovative tools, past successes)
11. Fee Schedule (breakdown by task/phase, hourly rates, sub consultant roles, and not-to-exceed total fee)
12. Required Forms (Conflict of Interest Disclosure, Non-Collusion Affidavit, Insurance Acknowledgement)

## **VII. PROPOSAL SUBMISSION**

Submit two (2) hard copies and one (1) digital copy (USB or PDF) to: City of California City  
Attn: Anu Doravari Community Development Division, Planning Department 21000  
Hacienda Blvd California City, CA 93505 Phone: (760) 338-1377 Email:  
[planning@californiacity-ca.gov](mailto:planning@californiacity-ca.gov) Proposals must be sealed and received by 5:00 PM on July 1,  
2025. Late submissions will not be accepted.

## **VIII. EVALUATION AND SELECTION**

Evaluation Criteria (100 points total):

- Experience and qualifications (30 points)
- Understanding of project scope (20 points)
- Methodology and approach (20 points)
- Cost effectiveness (20 points)
- References and past performance (10 points)

Selection Process:

- Review by Evaluation Committee
- Interviews may be scheduled at the City's discretion (virtual or in-person)
- Final award subject to City Council approval
- The City may reject all proposals and waive minor irregularities

## **IX. KEY DATES**

- Questions due: June 15, 2025 (submit to [planning@californiacity-ca.gov](mailto:planning@californiacity-ca.gov))
- Answers published: June 20, 2025
- Proposals due: July 1, 2025, 5:00 PM
- Anticipated contract award: August 2025

- Project kickoff: September 2025

## **X. ADMINISTRATIVE**

- Proposals valid for 90 days from submission deadline
- Costs of proposal preparation/interview are the proposer's responsibility
- The City may cancel the RFP at any time
- Proposals are subject to disclosure under the California Public Records Act unless marked and justified as confidential
- Selected firm must execute a City agreement within 10 days of award, including insurance compliance (GL, WC, PL) and deliverables schedule

## **XI. FORM OF AGREEMENT**

Contract will include milestone-based payment for:

- Existing Conditions Report
- Public Engagement Plan
- Visioning & Guiding Principles
- Draft and Final Elements
- Final General Plan Document

We look forward to reviewing your proposal and working together to shape the future of California City!