Item 424/2025

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To:	Lisa L. Kim	From:	William E. Murray
Dept:	City Manager	Dept:	Public Works
		Date:	11/12/2025

Subject: Award a contract to Willdan Financial Services for the preparation of the 2025 Development Impact Fee Study. (Cost:$56,400)(Action Item)

OBJECTIVE

For the City Council to award a professional services agreement to Willdan Financial Services to prepare the 2025 Development Impact Fee Study.

BACKGROUND

The City's Development Impact Fees are critical to ensure that new developments contribute appropriately to the cost of public infrastructure and community facilities needed to serve growth. These fees – covering parks, transportation, drainage, and other public improvements – were last reviewed in 2016.

Over the last nine years, construction costs, land values, regulatory requirements, and community service demands have increased significantly. As a result, it is necessary to reassess the City's existing fee structure to ensure that it remains equitable and compliant with current state laws, including AB 1600 (the Mitigation Fee Act) and the Quimby Act.

DISCUSSION

The City sought a qualified consultant to prepare a comprehensive Development Impact Fee Study that includes a review and update of fees related to parks, public facilities, transportation, drainage, and parkway trees.

Staff solicited five (5) requests for proposal to financial firms for the Development Impact Fee Study and received (2) qualified proposals. Staff carefully evaluated each proposal and determined that Willdan Financial Services is the most qualified to conduct the Development Impact Fee Study. The following is a summary of the ratings:

Consultant	Rater A	Rater B	Rater C	Total
Willdan	177	191.5	182	550.5
Harris & Associates	152	166	169	487

FINANCIAL IMPACT

The cost of professional services agreement with Willdan Financial Services to prepare the 2025 Development Impact Fee Study is $56,400. This amount is included in the existing Fiscal Year 2025-26 Engineering Division's operating budget in the General Fund.

RECOMMENDATION

It is recommended that the City Council:

- Award a contract for the 2025 Development Impact Fee Study to Willdan Financial Services in the amount of $56,400; and

- Authorize the City Manager, or designee, to execute the professional services agreement with Willdan Financial Services, and make minor modification as appropriate thereto on behalf of the City.

By: Alexa Viramontes
Sr. Administrative Analyst

ATTACHMENT(S)

1. Agreement
2. Consultant Proposal