



RFP Questions and Responses
Comprehensive Plan Update and Unified Development Code
September 16, 2025

Questions Received 9/12/2025 to 9/15/2025
City Responses in Bold

1. Does the City have an established budget range for this project that can be shared? **The City does not have an established budget range for the project, it will depend on the negotiated scope of services.**
2. Does Ada want any shorter-term changes (ahead of the adoption of a new comprehensive plan) to the currently adopted planning, zoning, and development regulations? **No, staff is working on 'interim' amendments. The Comprehensive Plan update will help define and work in tandem with the Unified Development Code.**
3. Are there other chapters or sections of the City's Code of Ordinances other than Chapter 58 that are desired to be incorporated into a new unified development code? **It will primarily be Chapter 58.**
4. Has the City identified any particular geographies as "suitable for annexation?" (See *item #2 at the top of printed page 3 of the RFP doc*) **The City will work with the selected consultant to identify these target areas. Generally, the areas should be serviceable for utilities and developable at an urban density.**
5. Does Ada have GIS data that would be made available to the consultant team? (Slopes, parcels/lots, building footprints, zoning districts, street and alley centerlines, and the like?) **Yes, the City will provide GIS data to the selected firm.**
6. Does Ada want the consultant team to include legal counsel, or does the City prefer for the team to utilize counsel on staff? **The City will utilize legal counsel on staff.**
7. Can the City share their CIP program project list? **The City CIP project list is dependent on various funding sources and is not a published document at this time.**
8. Are there any funding sources for quality of life improvements? **The City of Ada voters have approved three consecutive penny sales taxes for quality of life improvements. The current penny tax is valid until 2039.**
9. Is the City open to street section redesign? **Possibly, the street standards are located within Chapter 58 of the City Code which will be included in the Unified Development Code re-write.**
10. It looks like your City Council just recently approved the Advancing Ada Neighborhood Plans which provides a lot of direction and information regarding future land use and housing. Given this recent work, how extensive or not is the update for the Comprehensive Plan portion of work? **The Advancing Ada Neighborhood Plans focused exclusively on four neighborhoods that were developed pre-1940-1960. The future land use maps for those areas should be incorporated into the Comprehensive Plan; however, future land uses will need to be addressed for the remainder of the City as well as all other identified elements.**

11. If you would be willing to share, please confirm the budget for this project. **The City does not have an established budget range for the project, it will depend on the negotiated scope of services.**
12. Please confirm the desired length of the proposal. Currently, the RFP states on Page 6: "Proposals shall address the following items in numerical order with the total length of submittal not to exceed 150 pages." **The City prefers the proposals to be less than 150 pages in length and prefers the use of hyperlinks to other work prepared by the consultant. Longer proposals will be accepted.**
13. Could you please describe your expectations for community engagement throughout this project? Will there be different expectations during the development of the Comprehensive Plan when compared to the drafting of the Unified Development Code? **The community engagement element should focus on attracting a broad cross section of the citizen population, utilize stakeholder groups, and encourage participation from the Advisory Committee. The public engagement will be more extensive for the Comprehensive Plan with several events, workshops, design studios, surveys, etc. The public comment for the Unified Development Code is expected to be mostly at the end of the process when a draft is prepared that accomplishes the vision of the Comprehensive Plan.**
14. Are there any special destinations or locations that you want evaluated for a special or small-area plan or that you want a small-area plan created during this project? **There are several areas (up to three) that would be appropriate for a basic small area plan.**
15. Can you please confirm the 150-page submittal limit stated in the RFP? **Please see the answer on Question #12.**
16. Regarding 10. Land Use Plan (on page 3 of the RFP), how many build-out scenarios does the City want to examine? **The City would like at least two build-out scenarios with varying densities/growth rates.**
17. Could you please share the total anticipated consultant budget for this project? **Please see the answer on Question #1.**