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QUESTIONS AND ANSWERS
On-Call Landscape Architecture Planning,
Design Review, and Inspection Services
May 6, 2026

Q: Would it be possible for the City to share any historical or anticipated information regarding the typical volume of landscape plan reviews, WELO reviews, and construction inspections under this contract? Knowing approximate hours or projects per month would be extremely helpful for our planning.

A: Historically, landscape included in public improvements (e.g., medians, trails, landscape setbacks within ROW) has been under the purview of the Cosumnes Community Services District (CCSD). However, the City is in the process of assuming this responsibility from CCSD. CCSD review and inspection will be limited to parks.

The City received 14 new public improvement applications in 2025. Projects can range from minor landscape frontage for a new commercial building in an established commercial retail center to significant median and frontage landscaping along new large subdivisions with multiple phases.

The City received 18 new private improvement applications in 2025. These are typically commercial projects. Multi-family housing and clubhouse/community amenities in a subdivision are considered commercial projects.

At any given time, there can be 30-50 projects under construction at various stages. While the workload is unpredictable in timing, it stays relatively consistent.

The City is currently processing three large annexations at the southern boundary of the jurisdiction. The developers are eager to move quickly so workload over the next 5 years projected at this time would be similar to the previous year.

Q: Are there particular times of year when the workload for plan reviews and inspections tends to peak?

A: Plan review should be consistent year-round. Inspections will likely peak during the prime construction season of May-Sept.

Q: During periods of high development activity, does the City anticipate requesting short-term surge support such as increased inspection frequency or expedited plan reviews?

A: The City does not have an expedited plan review policy. However, it is possible for increased quantity of inspections due to development workload, and proposals may include information on how the respondent can meet such needs.

Q: We'd also appreciate clarification on how assignments are distributed among on-call consultants during both typical and busy periods. How is workload balanced across the on-call pool?

A: The City prefers to have a primary on-call consultant that is assigned the majority of the workload and would utilize an additional firm or two if the primary firm cannot commit to deadlines or if they have a conflict of interest. The reviewing firm cannot review plans prepared by their own firm even if the staff who prepared the plans are not the same staff under this contract to review the plans or inspect the construction.

Q: Additionally, could you share what the current backlog of landscape plan reviews and site inspections looks like?

A: There is not currently a "backlog" as these services have been provided by CCSD for public improvements and by the City's current contracted consultant for private development review.

Q: Lastly, we're curious about on-site requirements. In what circumstances would an on-site presence at the City's office be needed, and how frequently does the City anticipate requesting in-office support from consultants?

A: An onsite presence would rarely be requested. Such instances could be an onsite meeting to resolve issues on a particularly challenging project. Most (if not all) meetings would include a teleconferencing option and plans are reviewed electronically. The City will provide hotel spaces should the consultant be asked onsite. Plan and other development document signatures are provided electronically. Onsite work is primarily focused on inspection activities.