

# Agenda Report

**TO:** CITY COUNCIL **DATE:** NOVEMBER 18, 2002  
**FROM:** CITY MANAGER  
**SUBJECT:** AUTHORIZATION TO INCREASE THE NOT-TO-EXCEED AMOUNT OF THE CONTRACT NUMBER 16,849 WITH SAPPHOS ENVIRONMENTAL FOR THE PREPARATION OF THE MASTER ENVIRONMENTAL IMPACT REPORT (MEIR) FOR THE AROYO SECO MASTER PLAN

## RECOMMENDATION:

1. Authorize the City Manager to increase by \$90,000 the not-to-exceed amount of Contract Number 16,849 with Sapphos Environmental Inc., thereby increasing the not-to-exceed amount of the contract from \$332,848 to \$422,848 for the preparation of the MEIR for the Arroyo Seco Master Plan;
2. Approve a journal voucher transferring \$30,000 from salary savings realized in the City Manager's budget, \$30,000 from salary savings in the Planning and Development Department budget, and \$30,000 from the Non-departmental budget, and appropriate \$90,000 to the Arroyo Seco MEIR account number 301-77475.

## BACKGROUND:

In November 1998 the City contracted with Sapphos Environmental, Inc. to prepare the MEIR for the Arroyo Seco Master Plan. Sapphos was chosen as a result of a competitive selection process and a contract of \$134,964 was awarded to the firm. In August 2000, the contract was increased by \$197,878 to a total of \$332,848 to include preparation of the Initial Study, interagency cooperation, additional Rose Bowl issues, and attendance at public meetings.

A draft MEIR was completed and circulated for public review between May 15 and September 16. Almost 600 comment letters were received. A number of the comment letters are quite lengthy and complex, and will require substantial effort to address. Staff received additional oral comments at eight public meetings that will also require written responses. The time needed to carefully consider and respond to all these comments is far beyond what was anticipated in the original contract. Staff intends to return to Council on January 27 with final documents.

**FISCAL IMPACT:**

This action will increase the appropriation to the Arroyo Seco MEIR account number 301-77475 by \$90,000. There are sufficient funds within the accounts specified to cover the expenditures. One of the items included in the FY 03 Non-Departmental Budget was \$30,000 to support BCS events. This was a one-time appropriation requested last year because of the unique circumstances involved in hosting a BCS game. Staff recommends using these funds for this work.

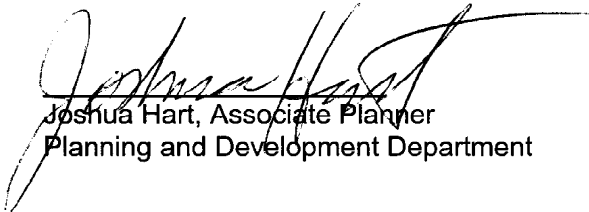
Some additional review and analysis required may be related to the Rose Bowl Business Plan. To the extent costs are directly tied to that Plan, staff will discuss the possibilities of those costs being reimbursed by the Rose Bowl Operating Company.

In addition to the additional \$90,000 for responding to comments, there were a number of legal issues raised concerning the plan and the environmental review. The City Attorney has determined that the additional legal review needed will cost approximately \$85,000. These expenditures will be paid for from the City's "outside legal services" budget appropriation.


Respectfully Submitted,

  
Cynthia J. Kurtz  
City Manager

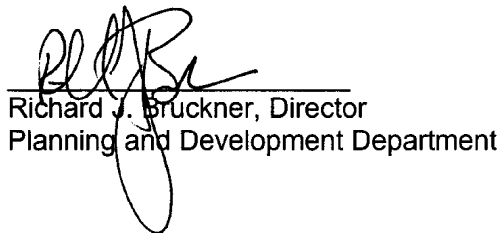
Prepared by:

  
Joshua Hart, Associate Planner  
Planning and Development Department

Concurred:

  
Jay M. Goldstone, Director  
Department of Finance

Approved by:

  
Richard J. Bruckner, Director  
Planning and Development Department

Concurred by:

  
Michelle B. Bagneris  
City Attorney