

# Agenda Report

August 19, 2019

**TO:** Honorable Mayor and City Council

**FROM:** Planning & Community Development Department

**SUBJECT: AUTHORIZE THE CITY MANAGER TO AMEND EXISTING CONTRACT WITH AECOM TO PROVIDE ADDITIONAL GENERAL PLAN IMPLEMENTATION SERVICES**

**RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the action proposed herein is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15060 (c)(2), 15060 (c)(3), and 15378; and
2. Authorize the City Manager to amend Contract No. 31073 with AECOM to increase the not to exceed amount by \$2,129,480, for a new total amount not to exceed \$3,841,067 (\$3,491,879 base fee plus 10% contingency) for specific plan, planning and urban design, and environmental analysis services; and
3. To the extent the contract amendment could be considered a separate procurement subject to the Competitive Selection process, grant the proposed amendment for AECOM an exemption from the Competitive Selection process pursuant to Pasadena Municipal Code (PMC) 4.08.049(B), contracts for which the City's best interests are served.

**BACKGROUND:**

In 2015, the City Council adopted the updated General Plan Land Use Element, Pasadena's long-range plan for managing growth and development within the City. Based on the City Council's direction, the Planning & Community Development (Planning) Department launched a three-year work effort to update the City's Specific Plans in order to align the development standards and design guidelines with the land use guiding principles, goals, and policies of the General Plan. In May of 2016, the City released a Request for Proposals (RFP) for General Plan Implementation services. Following the City's competitive selection process, in February of 2017, the City Council authorized the City Manager to enter into contract agreements with several consultants,

including PlaceWorks to assist with the update of five out of the eight Specific Plans (East Pasadena, Fair Oaks/Orange Grove, Lamanda Park, Lincoln, and North Lake) and MIG to provide outreach services. In June of 2017, the City released a second RFP and in November of 2017, the City Council authorized the City Manager to enter into a contract agreement with AECOM to assist with the update of the remaining three Specific Plans (Central District, East Colorado, and South Fair Oaks), Dyett & Bhatia to assist with the update of the Zoning Code, and amend the existing contracts with PlaceWorks and MIG for additional implementation services. The four existing contracts awarded total \$5,780,003 (\$5,254,549 base fee plus 10% contingency).

In February of 2018, the Planning Department launched the Specific Plan Update Program, referred as *Our Pasadena – Putting the Plan in Motion*. Since the inception of the program, a total of three open houses, 17 workshops, seven walking tours, three pop-up events, and numerous stakeholder meetings have been conducted on how to best implement the General Plan. Most of the discussion has revolved around developing preliminary land use and urban form concepts for each of the Specific Plan areas based on the vision established by the General Plan. The next phase of this program is to refine those concepts and develop preferred plans, draft development standards and design guidelines, and solicit community feedback in order to prepare eight Specific Plan documents and present them to Planning Commission and the City Council in years 2020 and 2021.

This summer, the Planning Department conducted a mid-program assessment of the overall program's objectives, including timeline and budget. As of June of 2019, \$2,091,940, approximately 36 percent, of the authorized budget has been utilized. Although it is estimated that the program has sufficient budget to complete the remainder of the tasks, in order to update eight Specific Plans and the Zoning Code within budget and schedule, the Planning Department recommends that the City Council authorize the City Manager to restructure its contractual agreements to fulfill the next phase of this program. Consolidating several of the City's contract services for General Plan Implementation would improve program efficiencies and generate some cost-savings to the City. It would also strengthen the overall program.

The Planning Department recommends that the City Council authorize the City Manager to amend the existing contract with AECOM to provide additional General Plan Implementation services in order to complete the overall work program effectively and efficiently. Specifically, the Planning Department recommends that AECOM's contract be amended to update all eight of the Specific Plans, including the three plans it is currently under contract, update relevant portions of the Zoning Code, and prepare the necessary environmental analysis. AECOM would essentially subsume the work currently contracted to PlaceWorks and Dyett & Bhatia. The Planning Department also recommends that the City retain its contract with MIG for outreach services. Given the performance to date, the Planning Department is confident that AECOM is the best technical firm equipped to provide the necessary services to update all eight of the Specific Plans moving forward. AECOM is a multi-disciplinary firm and has extensive experience in developing Specific Plans, drafting development standards and

guidelines, codifying regulations and standards, preparing environmental documents, and engaging the community. AECOM is uniquely knowledgeable on this program, has extensive knowledge on development standards and the Zoning Code, and proven success in providing a variety of solutions that are grounded on reality and rooted in each unique place. Equally importantly, AECOM has demonstrated its abilities to manage the update of multiple Specific Plans in a professional, efficient, and timely manner.

Should the City Council approve the Planning Department recommendation, the Planning Department would exercise the termination for convenience clause in the PlaceWorks and Dyett & Bhatia contracts. In the event that the City Council does not approve the Planning Department recommendation, services could continue as in their current state, which based on performance to date, may impact the overall schedule and potentially the budget for the Specific Plan updates. Alternatively, the Planning Department could terminate services with PlaceWorks and Dyett & Bhatia and issue another RFP to seek new consultant services but this approach would delay the schedule and potentially increase the budget.

#### **ENVIRONMENTAL ANALYSIS:**

The proposed action is authorization to amend the City's existing contract with AECOM for General Plan Implementation services. The action proposed herein is not a project subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of the CEQA and State CEQA Guidelines Sections 15060 (c)(2), 15060 (c)(3), and 15378. This is an organizational and administrative action that would not cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. Therefore, the proposed action is not a "project" subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required.

#### **FISCAL IMPACT:**

In November of 2017, the City Council authorized the City Manager to enter into contract agreements with several consultants for an amount not to exceed of \$5,780,003 to perform General Plan Implementation services.

The total budget remaining is approximately \$3,373,063 to complete the remaining General Plan Implementation contract services. The proposed contract amendment with AECOM is within the remaining authorized budget. The proposed contract amendment, including the remaining balance of the existing contract with AECOM totals \$3,095,322. MIG's existing contract will remain the same, with a remaining balance of \$148,566. The total budget for both AECOM and MIG totals \$3,243,888 a cost savings of approximately \$129,175.

Funding for this action will utilize existing Fiscal Year 2020 budgeted appropriations in the Community Planning Consultant Services account 20421004-811500-91178. Appropriations in subsequent years for contract costs will be authorized through the City's budget process. The awarded Los Angeles County Metropolitan Transportation Authority (Metro) Round 4 Transit Oriented Development grant will also continue to fund this program. The breakdown of funds is approximately \$1,127,876 from the Metro grant fund and \$2,116,021 from the City Building fund.


Respectfully submitted,

  
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Attachment: (1)

Attachment A – Existing General Plan Implementation Services Budget and Grant Sources