



## Agenda Report

March 30, 2015

**TO:** Honorable Mayor and City Council

**FROM:** Planning & Community Development Department

**SUBJECT: AMENDMENT TO CONTRACT NO. 20,717 WITH PLACEWORKS (FORMALLY KNOWN AS THE PLANNING CENTER/DC&E) TO INCREASE THE TOTAL NOT-TO-EXCEED AMOUNT BY \$86,000 FROM \$738,722 TO \$824,722 FOR PROFESSIONAL CONSULTANT SERVICES RELATED TO THE GENERAL PLAN UPDATE**

### **RECOMMENDATION:**

It is recommended that the City Council:

1. Authorize the City Manager to amend Contract No. 20,717 with Placeworks (formally known as The Planning Center/DC&E) to increase the existing contract amount by \$86,000 for a total not-to-exceed amount of \$824,722 for professional consultant services related to the adoption of the General Plan Update and certification of the Final Environmental Impact Report; and
2. Extend the term of contract to December 31, 2016.

### **BACKGROUND:**

On October 4<sup>th</sup>, 2010, the City Council authorized Contract #20,498 with PBS&J to provide consulting services to support the completion of the update to the General Plan Land Use and Mobility Elements and to prepare the Environmental Impact Report (EIR) for a not-to-exceed amount of \$599,000. PBS&J was selected through a competitive selection process, competing with six other consulting firms. Over time, the project manager at PBS&J moved to a different consulting firm – The Planning Center / DC&E. In order to maintain continuity, the City terminated the contract with PBS&J. On July 25<sup>th</sup>, 2011 the City Council approved a new contract (#20,717) with The Planning Center / DC&E in the amount of \$231,871, the remaining amount in the original contract (#20,498).

On August 12<sup>th</sup>, 2013, the City Council increased the contract with The Planning Center /DC&E by \$200,000 (to a not-to-exceed amount of \$431,871) in order to continue progress on the environmental analysis and the update to the Land Use and Mobility Elements.

On February 10<sup>th</sup>, 2014 the City Council increased the contract with The Planning Center/DC&E by \$306,851 (to a not-to-exceed amount of \$738,722) to provide the funds for an expanded EIR analysis and to continue the Land Use and Mobility Element update. The expanded analysis was required to respond to community and Planning Commission concerns related to specific environmental topic areas (aesthetics, cultural resources, transportation and traffic) and to continue the process of public participation and outreach which required additional consultant services to achieve. In March of 2014, The Planning Center/DC&E changed its name to Placeworks, and continued performing consulting services for General Plan Update without interruption.

As the General Plan Update moves towards adoption, staff is anticipating additional costs for transportation analysis related to modifications to the Land Use Diagram as part of the Commission and Council adoption process. Additionally there have been concerns raised by the community, Commissions, and Councilmembers, related to intensity and location of future development that requires analysis from the consultant as part of the General Plan adoption process. Anticipating the need for additional resources at this time will help ensure that the timeline for the adoption of the General Plan Update (which is expected to be completed summer, 2015) is maintained.

The contract amount has not been exceeded, the period of service has not expired, and the proposed amendment is within the existing budget appropriations (General Plan Maintenance Fee). In order to complete the environmental impact report, provide additional environmental and/or transportation analysis, adopt the General Plan Update, and include the costs associated with meetings, an amendment is needed to the contract's not-to-exceed dollar limit. Additionally, at this time a contract amendment extending the effective date of the contract is being requested to accommodate any further unanticipated meetings or tasks.

#### **COUNCIL POLICY CONSIDERATION:**

The City last updated the Land Use and Mobility Elements of the General Plan in 1994 and 2004. Policy 27.1 of the Land Use Element states that the General Plan is to be updated every five years with public participation.

#### **ENVIRONMENTAL ANALYSIS:**

The proposed change to this contract will allow the City to complete the General Plan Environmental Impact Report.

On January 22<sup>nd</sup>, 2015 a Notice of Availability was published declaring that the Draft EIR was available for review and comment. The release of the Draft EIR initiated a 60

day comment period that will conclude on March 24<sup>th</sup>, 2015. Following the end of the comment period, consultants and staff will begin producing the Final EIR, which is anticipated to be presented for certification by City Council in August of this year.

**FISCAL IMPACT:**

The cost of this action will be \$86,000. Funding for this action will be addressed by the utilization of existing budget appropriations in account 8115-204-444200 (General Plan Maintenance Fee). It is anticipated that approximately \$30,000 - \$40,000 of this cost will be spent during the current fiscal year. The remainder of the costs will be spent over the 2015-2016 fiscal year.

Respectfully submitted,



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MICHAEL J. BECK  
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Attachment: (1)

Attachment A – Taxpayer Protection Amendment Form for Placeworks