

Agenda Report

July 31, 2023

TO: Honorable Mayor and City Council
FROM: Planning & Community Development Department
SUBJECT: **AUTHORIZATION TO ENTER INTO A CONTRACT WITH MOULE AND POLYZOIDES FOR DEVELOPMENT OF OBJECTIVE DESIGN STANDARDS FOR HIGH DENSITY RESIDENTIAL PROJECTS NOT TO EXCEED \$288,000**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the actions proposed herein are exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3);
2. Authorize the City Manager to enter into a contract, without competitive bidding pursuant to City Charter Section 1002(F), contracts for professional or unique services, with Moule and Polyzoides for services related to development of objective residential design standards in an amount not to exceed \$288,000 over a one-year term;
3. Grant the proposed contract an exemption from Competitive Selection process pursuant to Pasadena Municipal Code Section 4.08.049(B) contracts for which the City's best interests are served; and
4. Authorize the City Manager to extend the contract for up to two additional one-year periods.

BACKGROUND:

The City's Planning and Community Development Department has undertaken an effort to develop objective design standards applicable to residential and mixed-use projects with a residential density greater than 48 dwelling units per acre. The Department has partnered with a local architectural firm, Moule and Polyzoides, to assist in the research and development of such standards. Moule and Polyzoides has attended several study sessions with the Planning Commission and has studied existing City guidelines and standards, including those previously developed with their assistance.

In February 2023, the City processed a purchase order in the amount of \$55,000 for Moule and Polyzoides to begin initial review and analysis of objective design standards pertaining to high density residential projects and provide consultation services, including outreach efforts and study sessions with the Planning Commission. As that work nears completion, staff requests that a new contract be awarded to begin development of objective design standards for high density residential projects in earnest.

Based on Moule and Polyzoides' expertise in performing these services, understanding of development patterns in Pasadena at both neighborhood and citywide levels, and record of accomplishment in developing prior design guidelines in Pasadena, it is in the City's best interest to award a new contract for \$288,000 for one year.

As such, it is recommended that a contract be awarded to Moule and Polyzoides for an initial one-year term, with two optional one-year renewals, subject to City Manager approval.

COUNCIL POLICY CONSIDERATION

The proposed contract awards further the City's mission to deliver exemplary municipal services.

ENVIRONMENTAL ANALYSIS:

This project is exempt from CEQA review pursuant to State CEQA Guidelines Section 15061(b)(3). The contract awards are covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to the provisions of CEQA.

FISCAL IMPACT:

There is no fiscal impact to the City's General Fund associated with the contract award. Costs associated with contract expenses for the development of objective residential design standards are paid from funds budgeted within the department's Building Services Fund contract expenses account.

Respectfully submitted,



JENNIFER PAIGE, AICP
Director of Planning & Community
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Prepared by:



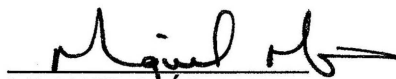
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Reviewed by:



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MIGUEL MÁRQUEZ
City Manager