



CITY COUNCIL AGENDA REPORT

MEETING DATE: JUNE 17, 2014

ITEM NUMBER:

SUBJECT: AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR GENERAL PLAN UPDATE

DATE: JUNE 3, 2014

FROM: DEVELOPMENT SERVICES DEPARTMENT – PLANNING DIVISION

**PRESENTATION BY: GARY ARMSTRONG, ECONOMIC & DEVELOPMENT SERVICES
DIRECTOR/DEPUTY CEO**

**FOR FURTHER INFORMATION CONTACT: SILVIA KENNERSON, MANAGEMENT ANALYST
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RECOMMENDATION

1. Approve Amendment One, additional scope of work and additional fees of \$134,800 to the Professional Service Agreement with Moore Iacofano Goltsman, Inc. (MIG), formerly known as Hogle-Ireland; and
2. Provide direction to staff as to whether or not the additional scope of work should include a Fiscal Impact Analysis and a Fiscal Impact Study for an additional \$50,000; and
3. Extend the contract period by one (1) year from October 1, 2014 to October 1, 2015; and
4. Authorize the City Chief Executive Officer to sign Amendment One to the Professional Services Agreement with MIG.

BACKGROUND

State law requires that each city adopt a General Plan “for the physical development of a city and any land outside its boundaries which bears relation to its planning” (§65300). In addition, a General Plan should be updated periodically approximately every ten years.

The General Plan states the community’s vision for development and public infrastructure. The General Plan is a long-range planning document that establishes land use designations; in addition to goals, policies and objectives to guide the City. It expresses the community’s development goals and embodies public policy relative to future land uses decisions, both public and private.

The 2000 Costa Mesa General Plan represents the City's "constitution" for development and is comprised of ten elements: Land Use, Circulation, Housing, Conservation, Open Space, Noise, Safety, Community Design, Growth, and Historic and Cultural Resources.

The Land Use and Circulation Elements of the City's 2000 General Plan were updated in 2002. Minor amendments to these elements were made over the past ten years, however, there were no significant revisions to the overall goals, objectives and policies. Therefore, an update to the existing General Plan is now needed to appropriately reflect changes within the document as well as Council goals and objectives.

In 2012, the City entered into a contract with Hogle-Ireland for preparation of the General Plan Update and the Environmental Impact Report. Due to the limited City budget at the time, the General Plan update was divided over three years and focused on only three elements: Land Use, Housing and Circulation.

This amendment will add four additional elements and a comprehensive update to the General Plan. The contract also includes updates to the Zoning Code, Urban Plans and related Specific Plans.

ANALYSIS

On April 29, 2014, during the General Plan Update Study Session, City Council directed staff to prepare an amendment to the existing contract and schedule the item for Council's consideration.

MIG has submitted a revised scope of work and fee schedule (Exhibit A) that includes additional Great Reach Events; amendments to the elements. Open Space and Recreation, Conservation, Safety, and Noise; Traffic Model Amendment and expanded Environment Impact Review (CEQA Compliance); and Focused Zoning Update. The fee for these additional tasks is \$134,800 as described in Exhibit A.

Council also requested the preparation of an optional Fiscal Impact Analysis and Fiscal Impact Study for consideration. If Council opts to include these additional tasks, it will add \$50,000 to the \$134,800 amendment for a grand total of \$184,800.

Amendment One also includes a one year extension for the contract period from October 1, 2014 to October 1, 2015.

FISCAL ANALYSIS

The proposed Amendment has an impact of \$100,000 to the City's Contingency Fund. The remaining costs will be paid for through salary savings from FY13-14.

LEGAL ANALYSIS

Amendment One to the Professional Services Agreement has been reviewed and approved as to form by the City Attorney's office. There is no adverse legal impact

anticipated by the Council taking the recommended actions, based upon the documents and information provided to this office.

CONCLUSION

Staff is seeking Council's authorization to approve the changes as described in the additional scope of work (Exhibit A), the funds to cover the additional services for \$134,800, and the extension of the contract period by one (1) year from October 1, 2014 to October 1, 2015 of the Professional Services Agreement dated June 5, 2012.

Staff is also seeking Council's direction as to whether or not the additional scope of work should include a Fiscal Impact Analysis and a Fiscal Impact Study for an additional \$50,000.

GARY ARMSTRONG
Director of Economic & Development
Services/Deputy CEO

STEPHEN DUNIVENT
Interim Finance Director

SILVIA KENNERSON
Management Analyst

Exhibit A: [Scope of Services / Fee](#)
Exhibit B: [Schedule Purchase Requisition](#)
Exhibit C: [Professional Service Agreement](#)