



# *CITY COUNCIL AGENDA REPORT*

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MEETING DATE: SEPTEMBER 15, 2015

ITEM NUMBER: **CC-8**

**SUBJECT: AMENDMENT TWO TO PROFESSIONAL SERVICES AGREEMENT FOR GENERAL PLAN UPDATE**

**DATE: SEPTEMBER 1, 2015**

**FROM: DEVELOPMENT SERVICES DEPARTMENT – PLANNING DIVISION**

**PRESENTATION BY: MINOO ASHABI, PRINCIPAL PLANNER**

**FOR FURTHER INFORMATION CONTACT: MINOO ASHABI, PRINCIPAL PLANNER  
(714) 754-5610**

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## **RECOMMENDATION**

1. Approve Amendment Two, additional scope of work and additional fees of \$39,400 to the Professional Service Agreement with Moore Iacofano Goltsman, Inc. (MIG), formerly known as Hogle-Ireland; and
2. Extend the contract period by one (1) year from October 1, 2015 to October 1, 2016; and
3. Authorize the City Chief Executive Officer to sign Amendment Two 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**

During the past several months, MIG has produced several versions of a draft land use map and accompanying build-out projections as part of the focused General Plan update. This has been in response to both changes in direction from staff and City Council during study sessions earlier this year. MIG has also been working closely with city staff to refine existing land use data and existing General Plan data which were assumed in the scope to have been completed prior to the start of the contract. This work extends beyond assumptions included in the scope of work and more specifically the alternatives described in the scope of work (Exhibit A).

Stantec, a sub-consultant with MIG, will provide background, technical assistance, and facilitate Bike and Pedestrian Plan meetings for the newly seated citizen committee, Bikeway and Walkability Committee.

Also, the mapping effort has required additional coordination of meetings among MIG's team members and city staff.

Staff is requesting an additional \$25,000 for MIG to work with a GIS Analyst and \$14,400 for Stantec as described in the scope of work (Exhibit A).

Amendment Two also includes a one year extension for the contract period from October 1, 2015 to October 1, 2016.

## **FISCAL ANALYSIS**

The proposed Amendment Two has an impact of \$25,000 to the Planning Division's consulting fund approved during the FY15-16 budget process and \$14,400 to the City's Contingency Fund.

## **LEGAL ANALYSIS**

Amendment Two 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 (\$39,400), and the extension of the contract period by one (1) year from October 1, 2015 to October 1, 2016 of the Professional Services Agreement dated June 5, 2012.

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GARY ARMSTRONG  
Director of Economic & Development  
Services/Deputy CEO

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STEPHEN DUNIVENT  
Interim Finance Director

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MINOO ASHABI  
Principal Planner/Project Manager

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SILVIA KENNERSON  
Management Analyst

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