



DATE: May 7, 2019

CATEGORY: Consent

DEPT.: Community Development

TITLE: **Community Design + Architecture
Contract Amendment**

RECOMMENDATION

Authorize the City Manager to amend the existing \$89,370 contract with Community Design + Architecture by \$70,630 for an amount not to exceed \$160,000 for additional tasks supporting the East Whisman Precise Plan.

BACKGROUND

Since 2016, Community Design + Architecture (CD+A) and principal subconsultants Raimi + Associates have been assisting the City with policy and document support for the East Whisman Precise Plan. The primary contract is through a VTA grant, totaling \$562,709, of which the City's match is \$64,709. This contract included project management, background analysis, outreach, Precise Plan drafting and policy development, attendance at public hearings, and other tasks.

In addition, in July 2018, the City created an additional contract directly with CD+A for \$89,370 (Attachment 2). This contract was needed because there was no project contingency amount with the original VTA contract; staff and the City requested additional work on policy development on issues such as Jobs-Housing Linkage, Open Space, Transportation Demand Management, and Bonus FAR, and because the project timeline was extended from fall 2018 to spring 2019.

ANALYSIS

The proposed budget amendment request of \$70,630 is for the following tasks:

- **Policy Development**—Additional analysis and refinement of key policy topics, such as Jobs-Housing Linkage, School Strategy, Development Standards, Design Guidelines, and Community Benefits, based on public draft responses;

- **Interim Final Draft**— An interim final draft that will improve legibility of final draft edits;
- **Outreach**— Additional outreach regarding the office public benefits value; and
- **Time**— Additional time on the project to fall 2019 (delayed due to the Environmental Impact Report analysis).

FISCAL IMPACT

The previous funds (\$89,370) were funded from Fiscal Year 2018-19 salary savings. The contract amendment funding (\$70,630) is also proposed to be funded from Fiscal Year 2018-19 salary savings.

ALTERNATIVES

1. Do not accept the recommendation to amend the contract with CD+A for additional tasks supporting the East Whisman Precise Plan.
2. Provide other direction.

PUBLIC NOTICING – Agenda posting.

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- Attachments: 1. Proposed Scope of Work— CD+A
2. Existing CD+A Scope of Work