



Legislation Text

File #: CON 14-0030, **Version:** 2

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Richard Thompson, Community Development Director
Nhung Madrid, Senior Management Analyst

SUBJECT:

Contract Amendment #1 with Iteris, Inc. and Appropriation of \$21,000 from the General Fund for Additional Services to Complete the Mobility Plan Update (*Continued from the June 17, 2014, City Council Meeting*) (Community Development Director Thompson).

APPROVE AND APPROPRIATE

RECOMMENDATION:

Staff recommends that the City Council approve the contract amendment with Iteris, Inc. and appropriate \$21,000 from available General Fund balances for additional services to complete the Mobility Plan Update.

FISCAL IMPLICATIONS:

In November 2012, the City Council approved a Professional Services Agreement in the amount of \$124,080 with Iteris, Inc. to update the City's General Plan Circulation Element, known as the Mobility Plan (Attachment 1). To date, approximately \$113,000 has been expended towards this project. The City Council's request for additional outreach meetings with the community as well as attendance and presentations at several City Council meetings outside of the original scope of work, has resulted in an expanded scope of work, and a contract amendment is necessary to complete the Plan.

The recommended action requires an appropriation of \$21,000 from available General Fund balances. Attachment 2, Exhibit B describes the additional services that have been provided and/or will be provided for approximately \$15,500. In addition to this, staff is also requesting the City Council allocate \$5,500 in the event the consultant team is asked to attend, prepare and present at additional public/outreach meetings. This amount covers two additional meetings, and will only be expended if necessary. The department will continue to manage the contract.

BACKGROUND:

The City's General Plan identifies the community's vision for its collective future and establishes the fundamental framework to guide decision-making about development, resource management, public safety, public services, and general community well-being. The General Plan contains seven components or "elements" including land use, circulation, housing, conservation, open-space, noise

and safety. Some elements are required to be updated every so many years, while other elements should be updated when the content no longer reflects the vision of the City.

The Mobility Plan provides the vision for how goods and people move throughout the City, which is based upon established goals and policies. To achieve a balanced transportation system, City policies and goals focus not only on strategies to improve traffic flow but also on ways to encourage use of alternative mobility options such as transit, walking, and bicycling. A balanced transportation system also includes transportation strategies and programs aimed at reducing congestion, in turn allowing for the safe and efficient movement of people, goods, and services throughout the City. A clearly crafted and publicly supported Mobility Plan details the image a community has of itself now, and what it hopes this image will be over the life of the document.

DISCUSSION:

This is a continued item from the June 17, City Council Meeting. At that meeting, the Consultant Team was in attendance and was prepared to provide a presentation on Complete Streets and the Draft Mobility Plan under General Business. Further, this contract amendment was also on the Consent Agenda for approval. The contract amendment was pulled by a member in the audience, and due to the length of the presentation and amount of materials it would cover; both items were continued to a future date. The Draft Mobility Plan presentation has been tentatively scheduled for a City Council Study Session in the fall.

While the contract with Iteris has been carefully managed by the department Analyst, the City Council has requested the consultant to attend and present on several different occasions that were outside the original scope of work, thus resulting in an expanded scope of work and cost. The scope expansion has resulted in this contract amendment and is necessary to be approved in order for the consultant to continue working on the project through completion.

This amendment includes the following additional services:

- 1) Stakeholder workshops - The consultant team attended and led six meetings over three separate days at City Hall. The workshops included representatives from the following stakeholder groups:
 - Beach Cities Health District
 - Blue Zones Project (formerly Vitality City)
 - Walking School Bus Program
 - South Bay Bicycle Coalition
 - Pennekamp Elementary School
 - American Martyrs School
 - Downtown Business and Professional Association
 - Downtown Business Owner Representative (from Dealer.com)
 - Manhattan Beach Chamber of Commerce
 - Manhattan Village Mall Management
 - Manhattan Village Home Owners Association & Resident
 - Manhattan Beach Historical Society
 - Senior Advisory Committee
 - Dial-a-Ride

- Planning Commission
- Parking and Public Improvements Commission
- Library Commission
- Parks & Recreation Commission
- Cultural Arts Commission
- Board of Building Appeals

2) City Council Meeting (March 18, 2014) - The consultant team prepared a comprehensive presentation, attended the meeting and gave a presentation to City Council on the status of the Mobility Plan, and presented a draft priority pedestrian and bicycle project list.

3) Additional public meetings/presentations

- City Council Meeting of June 17, 2014 - The Consultant Team was in attendance and was prepared to make a presentation on Complete Streets and the Draft Mobility Plan (this was continued to a later date)
- Presentation of the Draft Mobility Plan at a joint Parking and Public Improvements Commission / Planning Commission Workshop (tentatively scheduled for late Fall)

Tasks 1 through 3 are included in the contract amendment #1. To provide future efficiencies to complete the Plan, a contingency of up to \$5,500 is also being requested for up to two additional public outreach meetings (#1-future City Council Study Session, #2-TBD) for a total contract amendment amount not-to-exceed \$21,000.

A joint Parking and Public Improvements Commission / Planning Commission workshop is tentatively scheduled for Fall with the final Plan to City Council for review and adoption in the Winter of this year.

CONCLUSION:

Staff recommends that the City Council approve the contract amendment with Iteris, Inc. and appropriate \$21,000 from available General Fund balances for additional services to complete the Mobility Plan Update.

Attachments:

1. Professional Services Agreement with Iteris, Inc. (Approved November 12, 2012)
2. Contract Amendment #1 to Professional Services Agreement with Iteris, Inc.