

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: GABE OSBURN, DIRECTOR OF PLANNING AND ECONOMIC
DEVELOPMENT
SUBJECT: FIFTH AMENDMENT TO PROFESSIONAL SERVICES
AGREEMENT F002144 WITH PLACEWORKS, INC.

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Planning and Economic Development Department that the Council, by resolution, approve a Fifth Amendment to Professional Services Agreement Number F002144 with PlaceWorks, Inc., Santa Ana, California, to revise the scope of work and to increase compensation in the amount of \$153,756 for total not to exceed amount of \$2,953,665, to allow for Housing Element implementation.

EXECUTIVE SUMMARY

The Fifth Amendment to the Professional Services Agreement with PlaceWorks, Inc., Santa Ana, California (Consultant) includes a revised scope of work and increases total compensation. The revised scope of work is focused on supporting the City in implementing eight Housing Element programs. This includes conducting research, creating outreach strategies and materials, and drafting recommendations for amendments to the Zoning Code. The proposed scope of work in this amendment is proposed to be completed by December 31, 2024, to align with the Local Early Action Planning (LEAP) Grant Program spending timeline. The time of performance for the overall Professional Services Agreement will remain as June 1, 2025. This amendment also increases compensation by \$153,756 for total Consultant compensation not to exceed \$2,953,665.

BACKGROUND

In 2009, the Council adopted the current Santa Rosa 2035 General Plan (General Plan 2035). The General Plan 2035 provides the City's long-term vision of community development and guides day-to-day decisions regarding housing and commercial development, infrastructure improvements and environmental protection. It also serves as the baseline environmental document to help streamline California Environmental Quality Act (CEQA) review for private and public projects within the City.

FIFTH AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT F002144 WITH PLACEWORKS, INC.

Page 2

On August 13, 2019, the Council authorized PED to prepare a comprehensive update of the General Plan 2035 and EIR. Consultant project proposals for an updated General Plan (called General Plan 2050) and Environmental Impact Report (EIR) were reviewed in December, 2019.

On March 3, 2020, the Council authorized Professional Services Agreement (PSA) F002144 with PlaceWorks, Inc. to complete the General Plan 2050 and EIR, with total compensation not to exceed \$2,500,000. The PSA did not, however, include consultant services to update the City's CCAP nor did it include services to prepare a qualified GHG Reduction Strategy.

On October 13, 2020, the Council authorized an amendment to the PSA to modify the General Plan 2050 scope of work to include a Greenhouse Gas (GHG) Reduction Strategy, to increase the agreement compensation by \$99,909 for this additional service, for a total contracted amount not to exceed \$2,599,909.

On November 16, 2021, the City and Consultant entered into a second amendment to amend the Agreement for the purpose of clarifying the Consultant is not responsible for Healthy City tasks described in the scope of work and to affirm the Consultant will coordinate with the City to integrate Healthy City policy and expanded community outreach in the General Plan Update and Environmental Impact Report.

On May 16, 2023, the City and Consultant entered into a third amendment to extend the time of performance from April 30, 2023 to March 31, 2024, to accommodate unexpected delays due to COVID and expanded review times.

On February 13, 2024, the City and Consultant entered into a fourth amendment to extend the time of performance from March 31, 2024 to June 1, 2025. This amendment also included additional deliverables for policy work, outreach, and project management support for the Greenhouse Gas Reduction Strategy, Environmental Impact Report, and the General Plan 2050 as well as increasing compensation by \$200,000 to a total not to exceed \$2,799,909.

PRIOR CITY COUNCIL REVIEW

See Background section above.

ANALYSIS

The Fifth Amendment to the Professional Services Agreement (PSA) with PlaceWorks Inc., Berkeley, California (Consultant) includes a revised scope of work and increases total compensation. The proposed scope of work in this amendment is proposed to be completed by December 31, 2024, as required by the LEAP Grant. The time of performance for the overall Professional Services Agreement will remain as June 1,

2025. This amendment increases compensation by \$153,756 for total Consultant compensation not to exceed \$2,953,665.

The revised scope of work focuses on supporting the City in implementing programs from the Housing Element. The project consists of conducting research, creating outreach strategies and materials, and drafting recommendations for amendments to the Zoning Code, which are outlined in the attached Exhibit A1.

The Housing Element is an eight-year housing plan and commitment from the City to meet the housing needs of Santa Rosa. The goals of the housing element are implemented through 42 programs established to expand housing stock, offer a wider range of housing choices, and provide equity, inclusion, and anti-displacement strategies to protect and provide opportunities for the City's most vulnerable residents.

The City is currently providing staff resources to implement various Housing Element programs and continues to work on projects to complete new measures within the Housing Element. Housing Element implementation progress is reported to the California Housing and Community Development Department (HCD) and to the Governor's Office of Planning and Research (OPR) through the Annual Progress Report and the General Plan Annual Progress Report. This Amendment will allow for additional resources to complete programs that are due for competition in the next year.

A total of eight Housing Element programs are included in the scope of work for this Amendment, including:

- Program H-2 – Lot Consolidation and Small Site Development
- Program H-5 – Accessory Dwelling Units
- Program H-6 – Innovative Housing Options
- Program H-9 – Large Lot Development and Subdivision
- Program H-13 – Mobile Home Park Preservation
- Program H-38 – Zoning Code Amendments
- Program H-39 – Revised Parking Standards
- Program H-40 – Design Review Findings

More detailed information on the proposed work can be found in Exhibit A1. The scope of work related to these eight programs also consists of project management between the City and the Consultant to ensure the tasks stay on schedule.

FISCAL IMPACT

Funds for this contract amendment are from the State of California Local Early Action Planning (LEAP) Grant. Approval of this action does not have a fiscal impact on the General Fund.

ENVIRONMENTAL IMPACT

The Amendment to Professional Services Agreement is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and no further environmental review is required.

Further, the Addendum to the General Plan 2035 EIR, adopted by the Council in January of 2023, concluded that adoption of the Housing Element would not result in new or more severe significant environmental impacts compared to the impacts previously disclosed and evaluated in the 2035 General Plan EIR. Consequently, no additional environmental review is required for implementation of the Housing Element Programs included in the proposed Amendment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution/Exhibit A – Fifth Amendment to PSA Number F002144 with PlaceWorks, Inc.

PRESENTER

Christian Candelaria, City Planner
Planning and Economic Development