



**CITY OF PACIFICA
COUNCIL AGENDA SUMMARY REPORT**

9/10/2018

SUBJECT:

Third Amendment to Consultant Services Agreement for On-Call Planning and Related Services Between the City of Pacifica and Raney Planning & Management, Inc.

RECOMMENDED ACTION:

Move to approve a Third Amendment to the Agreement for Consultant Services between the City of Pacifica and Raney Planning & Management, Inc., to increase the contract budget by \$150,000 with the total contract amount not to exceed \$400,000 and, authorize the City Manager to execute the amendment.

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BACKGROUND/DISCUSSION:

The Planning Department has experienced an increase in the number and complexity of development project applications as well as City-wide planning and legislative initiatives. Foreseeing that the current and projected workload would exceed available staff resources, and in order to allow Planning Department staff to implement items identified in the City Council's adopted work plan, the Planning Department engages professional planning firms to augment its staff. On April 29, 2016, the City entered into a service agreement with Raney Planning & Management, Inc. (Raney) for contract planning and related service for a term of one year and a total amount not to exceed \$50,000. On November 14, 2016 and on August 14, 2017 Council approved a first and second amendment to the agreement to increase the maximum amount and the term of the agreement.

Since engaging Raney, the Planning Department has determined that several projects it has and is currently processing are not exempt from environmental review under the California Environmental Quality Act (CEQA), and therefore, require more extensive environmental reviews. While the Raney scope of work allows for the performance of CEQA review, the costs associated with this work are projected to exceed the existing cost ceiling of \$250,000. Accordingly, the Planning Department is seeking an increase in the cost ceiling of the Raney contract by \$150,000 with the total contract amount not to exceed \$400,000. The Planning Department is also seeking an extension of the term identified in Section 3.1 of the agreement to June 30, 2019.

ALTERNATIVE ACTION:

Deny the contract amendment. If the Council denies the requested authorization, staff would need to direct time to complete in-house environmental review documents in accordance with CEQA in addition to establishing contracts with various consultants possessing the technical expertise to analyze specific environmental resource topics that are beyond staff's qualifications. The impact of this increased workload would negatively affect staff's ability to address other general responsibilities, including priorities on the City Council's adopted work

plan.

RELATION TO CITY COUNCIL GOALS AND WORK PLAN:

The tasks being performed by Raney Planning & Management, Inc. are not directly associated with any of the projects and initiatives on the City Council’s adopted Work Plan, as compliance with CEQA and planning permit review is a general responsibility of the City as a local public agency. However, the environmental review that is required under CEQA discloses the physical impacts of a project on the environment and includes additional community outreach beyond the minimum requirements of the Pacifica Municipal Code. Furthermore, hiring a consultant allows experts to perform highly technical analyses for which staff is unqualified. The benefits and efficiencies of engaging professional planning firms to perform the environmental reviews required under CEQA would promote the City Council’s goals related to fiscal sustainability, a connected community, and, preserving and enhancing natural resources.

FISCAL IMPACT:

The amount of the requested contract budget increase of \$150,000 was included in the Fiscal Year 2018-2019 Planning Department Budget as a developer-reimbursed expenditure and requires no additional appropriation. Because the expense is paid by project applicants, there is no net fiscal impact.

ORIGINATED BY:

Planning Department

ATTACHMENT LIST:

Third Contract Amendment between City and Raney Planning & Management, Inc.	(PDF)
Original 2016 Agreement between the City and Raney Planning and Management	(PDF)