



CITY OF SACRAMENTO

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CITY PLANNING DEPARTMENT
927 TENTH STREET SACRAMENTO, CA 95814
SUITE 300 TELEPHONE (916) 449-5604

CITY MANAGER'S OFFICE
RECEIVED
MAY 7 1985

MARTY VAN DUYN
PLANNING DIRECTOR

May 6, 1985

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: South Sacramento Community Plan Environmental Impact Report - Budget Amendment and Contract Approval (M85-033)

APPROVED
BY THE CITY COUNCIL

MAY 14 1985 AG 84184

OFFICE OF THE
CITY CLERK

SUMMARY

The City Council has directed staff to prepare an update to the South Sacramento Community Plan. Due to possible changes being considered in the Community Plan, State Law requires the completion of an Environmental Impact Report (EIR). The completion of this EIR will require an addition of \$41,000 to the Planning and Development Department's budget and the approval of Jones & Stokes Associates, Inc. to provide consulting services for the EIR preparation. It is recommended that the City Council approve resolutions modifying the 1984-1985 fiscal year budget and giving the City Manager authority to execute this Consultant Contract.

BACKGROUND AND ANALYSIS

In February 1983, the City Council directed the Planning and Development Department to prepare an update of the South Sacramento Community Plan. Staff has prepared a Draft Community Plan, which is now being reviewed by the South Sacramento Community Plan Update Citizen's Advisory Committee. Due to the possible changes being considered in the Community Plan update an EIR will be required pursuant to the California Environmental Quality Act (CEQA) before the Plan is adopted.

The preparation of the South Sacramento Community Plan EIR is not in the Planning Divisions 1984-1985 work program, having originally been anticipated for 1985-1986. The accelerated completion of the Draft Plan will now require an augmentation to the department's 1984-1985 budget or a significant delay in the City Council's adoption of the Plan. Considering the number of staff hours spent on developing the Plan, the efforts of the Citizens Committee, and the issues the Plan addresses, staff recommends that the City Council approve a budget augmentation to fund the EIR consultant. All other EIR preparation costs can be absorbed within existing budget authorization.

21

CONSULTANT SELECTION

The Planning Division conducted a Consultant selection process pursuant to the City's "Policy for Retention of Professional Consultants for City Projects" (February 1980) in locating a qualified consulting firm to prepare the subject EIR. On February 26, 1985, a Notice of Interest was sent to 78 Consulting firms on the EIR Consultant list. On March 4, 1985, staff distributed a Request for Proposal (RFP) to 14 interested environmental consultants on the list. The RFP process resulted in the following six firms submitting proposals:

<u>NAME OF FIRM</u>	<u>PROPOSAL</u>
1. Earth Metrics, Inc.	\$31,500
2. Jones & Stokes Associates, Inc.	34,873
3. The Planning Group	35,000
4. Larry Seeman Associates	36,450
5. Planning Analysis & Development	42,005
6. Baseline	57,090

The Selection Panel was composed of one member from Public Works, one Planning Commissioner, the Environmental Coordinator, The EIR Project Manager, and the Community Plan preparer. Review of the proposals by the Panel determined that Jones & Stokes, Larry Seeman Associates, and Baseline should be invited for interviews. On April 5, 1985, the Selection Panel interviewed the three firms, selecting Jones & Stokes Associates, Inc. to prepare the EIR for \$34,873. The EIR will assess potential impacts on areas such as land use, traffic, air, water, and public facilities for existing conditions, the proposed plan, and its alternatives. The EIR will be an adequate document and legally defensible pursuant to the California Environmental Quality Act. The report will provide reliable information for decision makers to use in evaluating the implication of the proposed project, as well as project alternatives.

FINANCIAL INFORMATION

After the RFP was prepared, the City determined that eight additional intersections were required in the consultant's traffic analysis. This analysis will cost an additional \$2,400 bringing the Contract total to \$37,273. Authorization of a 10 percent Contract contingency (\$3,727) is also recommended to allow funding of additional tasks that may be identified by the City during the preparation of the EIR.

Departmental experience has been such that most EIR's encounter a redefinition of scope, rework of models, or other changes requiring some contingency. In the past, this contingency was included in the executed Contract. We are now requesting that this contingency be included in the Contract. Beginning with this Contract staff is requesting authorization for the contingency but the contingency will not be placed into the Contract until the City determines the need for additional work.

The total cost of preparing the EIR is listed below. This analysis details the additional appropriation required for the 1984-1985 fiscal year and the

costs that are now or are anticipated to be appropriated in the Planning and Development Department's 1984-1985 and 1985-1986 fiscal year budgets.

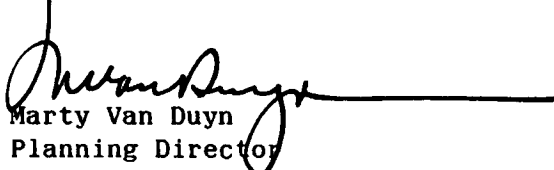
<u>TYPE OF EXPENSE</u>	<u>1984-1985 ADDITIONAL APPROPRIATION</u>	<u>FUNDING WITHIN BUDGET</u>	<u>TOTAL COSTS</u>
Consultant Contract	\$37,273		\$37,273
Consultant Contingency	3,727		3,727
Planning Staff		\$20,000	20,000
Legal Advertising		1,000	1,000
Printing		5,000	5,000
TOTAL	\$41,000	\$26,000	\$67,000

Funding is available to finance the \$41,000 required in the General Fund Administrative Contingency Account.

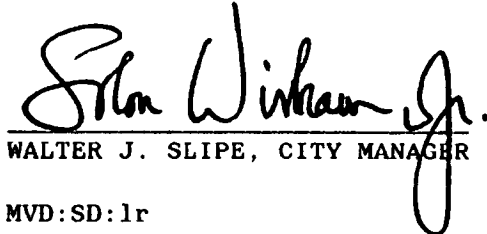
RECOMMENDATION

Staff recommends that the City Council approve the attached resolutions to amend the City budget for the cost of consultant services and to authorize the City Manager to execute a consultants service agreement.

Respectfully submitted,


Marty Van Duyn
Planning Director

RECOMMENDATION APPROVED:


for: WALTER J. SLIPE, CITY MANAGER

MVD:SD:lr
Attachments
M85-033

May 14, 1985
District 5, 6, 7

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RESOLUTION NO. 85- 353

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

A RESOLUTION AMENDING THE CITY BUDGET FOR FISCAL YEAR
1984-1985 FOR THE PREPARATION OF THE SOUTH SACRAMENTO
COMMUNITY PLAN ENVIRONMENTAL IMPACT REPORT (M85-033)

BE IT RESOLVED BY THE SACRAMENTO CITY COUNCIL THAT:

1. The City has determined that an Environmental Impact Report is required to adopt the South Sacramento Community Plan.
2. The City budget for fiscal year 1984-1985 is hereby amended by transferring \$41,000 from General Fund-Contingency Reserve Budget (1-01-7012-0000-4399) to the Planning and Development Budget (1-01-3322-0000-4258) for the purpose stated above.

MAYOR

ATTEST:

CITY CLERK

M85-033

APPROVED
BY THE CITY COUNCIL

MAY 14 1985

OFFICE OF THE
CITY CLERK

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RESOLUTION NO. 85-354

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

A RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT
FOR CONSULTANT SERVICES TO PREPARE THE SOUTH
SACRAMENTO COMMUNITY PLAN ENVIRONMENTAL IMPACT REPORT (M85-033)

BE IT RESOLVED BY THE SACARMENTO CITY COUNCIL THAT:

The City Manager and City Clerk are hereby authorized and directed to execute on behalf of the City of Sacramento, a Consultant Agreement with Jones & Stokes Associates, Inc. for the preparation of an Environmental Impact Report on South Sacramento Community Plan, for an amount not to exceed \$41,000.

MAYOR

ATTEST:

CITY CLERK

M85-033

APPROVED
BY THE CITY COUNCIL

MAY 14 1980

OFFICE OF THE
CITY CLERK