



CITY OF INGLEWOOD

OFFICE OF THE CITY MANAGER



DATE: December 12, 2017

TO: Mayor and Council Members

FROM: Economic and Community Development Department

SUBJECT: Modification to the Professional Services Agreement for the Arroyo Group to Extend Expiration

RECOMMENDATION:

It is recommended that the Mayor and City Council take the following actions:

- 1) Amend Agreement No. 15-156 with The Arroyo Group to extend the expiration date to December 31, 2018.

BACKGROUND:

In 2011, the City Council authorized staff to apply for Los Angeles County Metropolitan Transit Authority (Metro) Transit-Oriented Development (TOD) Program Grant designed to encourage local governments to adopt land use policies and regulations that promote sustainable transit-oriented development adjacent to station areas. Metro awarded a grant to the City and an agreement was executed between the City and Metro in 2012, which was later extended in 2014.

On December 20, 2014, the City issued a Request for Proposals to solicit proposals to prepare Transit Overlay Zone (TOZ) regulatory documents and environmental analysis around the Florence-La Brea and Florence-West transit stations. Staff received the following twelve (12) proposals:

AECOM	(Los Angeles)	RRM Design Group	(San Luis Obispo)
Dudek	(Pasadena)	RTKL Associates	(Los Angeles)
IBI Group	(Los Angeles)	SWA Group	(Laguna Beach)
Kimley-Horn	(Orange)	The Arroyo Group	(Pasadena)
KTGY	(Irvine)	Torti-Gallas	(Los Angeles)
Placeworks	(Los Angeles)	UCS	(Westlake Village)

The Arroyo Group was recommended based upon their experience completing similar projects in urban communities throughout Southern California, finishing projects in a timely fashion, and integrating and finding a balance between community participation, economic feasibility, and place making. On April 21, 2015, the City Council approved a professional services agreement with the Arroyo Group (Agreement No. 15-156). Work on this first TOD plan commenced immediately and continued through November 2016.

In February 2015, Metro awarded an additional \$550,000 grant to the City to prepare Transit Overlay Zone (TOZ) documents around two additional metro stations: the Florence-Hindry and Green Line-Crenshaw stations. Due to timeline constraints on the first Metro grant, expenditures on it could not be delayed to combine it with the scope of work under the second Metro grant.

In March 2016, the original Arroyo Group agreement was amended to replace the environmental consultant, ESA Associates, with Metis Group, for preparation of a Programmatic Environmental Impact Report.

In September 2016, the City executed an agreement with Metro for the second TOD grant. During the same month the City Council amended the Arroyo Group agreement to expand the scope (increased the amount of the same type of work already contracted) to include the TOD plans for the two additional stations included in the second Metro grant. The term was also extended to December 31, 2017. Work on this second TOD plan commenced immediately and has continued to date.

In November 2016, the City Council adopted the TOD Plan for Downtown Inglewood and Fairview Heights (first grant).

For the second grant, throughout 2017, community workshops were conducted for the draft plan. The draft plan was publicly released and the environmental review process commenced in early Fall 2017.

DISCUSSION:

A critical part of the TOD environmental review process is the assessment of existing conditions as well as foreseeable projects in Inglewood and the surrounding area. With the approval of the Murphy's Bowl Exclusive Negotiating Agreement in the summer of 2017, the arena became a foreseeable project that should be included within the scope of anticipated projects in the City. However, the description of activities planned to occur at the arena was not initially defined. In order to ensure that the TOD environmental document accurately described the baseline of development in the City, it was necessary to slow the environmental review process so that the arena could be accurately described.

While the Arroyo Group's original agreement was the outcome of a Request for Proposal (RFP) process, staff has determined that it is not practical to conduct a new RFP for this extension. For instance, ongoing work conducted by the Arroyo Group and their subconsultants include the preparation of the TOD plan and the commencement of the environmental review process including: the preparation of the draft TOD plan, the issuance of the Environmental Impact Report (EIR) Notice of Preparation (NOP), the receipt/review of NOP comment letters, and the EIR Public Scoping Meeting. The Draft TOD Plan and EIR under preparation required substantial amounts of background research and analysis by both the primary and subconsultants. It would be impractical and likely cost prohibitive under the Metro grant terms, to potentially switch to a new consultant team to carry out the remaining work. Due to the nature of the work already conducted, it would likely be difficult to find a consultant team that is willing to fully embrace the background research and draft plan documents already prepared by the Arroyo Group team and not want to conduct additional research and analysis of their own design.

This amendment would extend the agreement expiration to December 31, 2018 however the scope of work under the agreement is expected to be completed by late August 2018. Staff requests an extension through the end of 2018 to accommodate any delays that could result from public comments during the environmental review process.

FINANCIAL/FUNDING ISSUES AND SOURCES:

The Metro grant is a reimbursement grant. This agreement is reflected in the FY 2017-2018 City Budget. Invoices are currently paid from Account Code Number 220.030.3010.44830.01 (Contract Services-Planning). Reimbursements are received from Metro on a quarterly basis and are submitted into Revenue Account Number 220.030.3010.5140.00 (Metro Transit Oriented Dev Grant).

LEGAL REVIEW VERIFICATION: _____

Administrative staff has verified that this report, in its entirety, has been submitted to, reviewed and approved by the Office of the City Attorney.

FINANCE REVIEW VERIFICATION: _____

Administrative staff has verified that this report, in its entirety, has been submitted to, reviewed and approved by the Finance Department.

DESCRIPTION OF ANY ATTACHMENTS

Attachment 1: Professional Services Agreement Amendment with the Arroyo Group

APPROVAL VERIFICATION SHEET

PREPARED BY:

Christopher E. Jackson, Sr., Department Director
Mindy Wilcox, AICP, Planning Division Manager

COUNCIL PRESENTER:

Mindy Wilcox, AICP, Planning Manager

DEPARTMENT HEAD APPROVAL:

Christopher E. Jackson, Sr., Department Director

CITY MANAGER APPROVAL:

Artie Fields, City Manager