



Agenda Item B.4
CONSENT CALENDAR
Meeting Date: April 16, 2019

TO: Mayor and Councilmembers

FROM: Peter Imhof, Planning and Environmental Review Director

CONTACT: Lisa Prasse, Current Planning Manager
Kathy Allen, Supervising Senior Planner

SUBJECT: Amendment No. 1 to Professional Services Agreement for Planning Services with Rodriguez Consulting Services

RECOMMENDATION:

Authorize the City Manager to execute Amendment #1 to Agreement No. 2018-076 for Professional Services Agreement with Rodriguez Consulting Services to provide planning services in a not-to-exceed contract amount of \$55,000, to increase the hourly rate, and to extend the term of the agreement to June 30, 2020.

BACKGROUND:

One of the functions provided by Current Planning is processing applications for land use development projects under applicable local, state and federal planning and environmental regulations and policies. In response to the volume of current planning project cases processing and construction management oversight needs, the Planning and Environmental Review Department staffing is supplemented with and supported by contract planners to ensure timely, efficient, and responsive service to applicants in lieu of hiring additional full-time staff.

In August 2018, the City Manager authorized a professional services agreement with Steve Rodriguez of Rodriguez Consulting for such assistance. The original not-to-exceed amount for the agreement was for \$25,000 with a termination date of June 30, 2019.

DISCUSSION:

Considering the Current Planning project workload demands, staff is requesting that the existing professional service agreement with Rodriguez Consulting be amended in the amount of \$30,000 for a total not-to-exceed contract of amount of \$55,000, increase the hourly rate by \$5 to \$130 (a 4% increase), and extend the length of the contract to June 30, 2020. Rodriguez Consulting has been assisting with the review of cannabis Conditional Use Permit applications and with ongoing implementation at Villages at Los Carneros. Mr. Rodriguez of Rodriguez Consulting has extensive California Environmental

Quality Act preparation experience and staff envisions having Rodriguez Consulting assist with the preparation of several upcoming Initial Studies. Mr. Rodriguez has extensive planning experience and his expertise is invaluable.

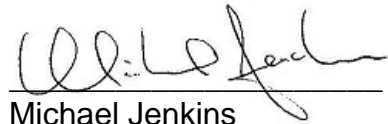
FISCAL IMPACTS:

The costs associated with Rodriguez Consulting contract would continue to be paid primarily from the funds recovered by fees charged to applicants for processing applications for land use development. In addition to development applications, Mr. Rodriguez may assist with non-billable projects/cases if the need arises. There are funds already allocated for consultant services in the Current Planning Budget, which would be used to pay for these services if the need arises. In FY 18/19, there was \$23,000 allocated for consultant services (Account # 101-5-4100-500) to support unanticipated work items. However, staff anticipates that most costs associated with Rodriguez Consulting contract would be paid from development review fees.

ALTERNATIVES:

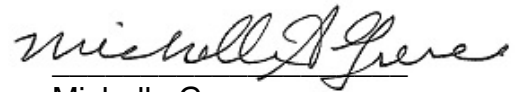
The City Council may elect not to authorize the recommended action and the services provided by Rodriguez Consulting would not occur. Staff would either seek assistance from other consultants or have the tasks performed by existing staff. The latter option would have workload impacts on existing staff.

Legal Review By:



Michael Jenkins
City Attorney

Approved By:



Michelle Greene
City Manager

ATTACHMENTS:

1. Amendment No. 1 to Professional Services Agreement No. 2018-076
2. Professional Services Agreement No. 2018-076 (Available Online Only)

ATTACHMENT 1
AMENDMENT NO. 1 TO AGREEMENT 2018-76

**AMENDMENT NO. 1
TO A PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF GOLETA
AND
RODRIGUEZ CONSULTING SERVICES**

This **Amendment No. 1** to a **PROFESSIONAL SERVICES AGREEMENT** by and between the **CITY OF GOLETA**, a municipal corporation ("City") and **RODRIGUEZ CONSULTING, INC. a California Corporation** ("Consultant") dated August 31, 2018 ("Agreement," Agreement No. 2018 -076 is made this 16th day of April, 2019.

RECITALS

WHEREAS, this Agreement is for the provision of professional services to assist with the processing of land use/development entitlement projects; and

WHEREAS, this Amendment No. 1 is for the continued assistance in professional planning services including case processing; and

WHEREAS, the Agreement between CITY and CONSULTANT currently provides in Section 3 Subsection (a) for the total compensation amount not-to-exceed twenty-five thousand dollars (\$25,000); and

WHEREAS, the parties desire to amend the Agreement so as to provide for additional compensation in the amount of thirty thousand dollars (\$30,000) for continued professional services to assist with the processing of land use/development entitlement projects; and

WHEREAS, the Agreement between CITY and CONSULTANT currently provides in Section 6 for the termination of the Agreement on June 30, 2019; and

WHEREAS, the parties desire to amend the Agreement so as to extend the termination of the Agreement to June 30, 2020; and

WHEREAS, the Agreement between City and Consultant currently provides in Exhibit B entitled "Compensation" the hourly rates for Consultant; and

WHEREAS, the parties desire to amend Exhibit B of the Agreement to increase the current hourly rate by \$5 from \$125 per hour to \$130 per hour; and

WHEREAS, the City Council approved this Amendment No. 1, on this 16th day of April, 2019.

AMENDED TERMS

Now therefore CITY and CONSULTANT agree as follows that the Agreement be, and hereby is, amended as follows:

1. **Section 3 Subsection (a). COMPENSATION AND PAYMENT** of the Agreement is amended to add an additional authorized amount of \$30,000 and to read in its entirety:

(a) Maximum and Rate. The total compensation payable to CONSULTANT by CITY for the services under this Agreement **SHALL NOT EXCEED** the sum of \$55,000 (herein "not-to-exceed amount") and shall be earned as the work progresses.

2. **Section 6. TERM, PROGRESS AND COMPLETION** of the Agreement is amended to extend the term for an additional year to read in its entirety.

The term of this Agreement is from the date first written above to June 30, 2020, unless the term of this Agreement is extended, or the Agreement is terminated as provided for herein.

CONSULTANT shall not commence work on the services to be performed until (i) CONSULTANT furnishes proof of insurance as required by Section 10 below, and (ii) CITY gives written authorization to proceed with the work provided by CITY's Project Manager. All services shall be completed within the term of this Agreement following the notice to proceed.

3. This Agreement is amended to delete and replace in its entirety:

Exhibit B "Compensation" with **Exhibit B-1 "Compensation"** attached hereto and incorporated herein.

4. Except as otherwise specifically provided herein, all other provisions of the agreement shall remain in full force and effect.

In concurrence and witness whereof, this Amendment No. #1 has been executed by the parties effective on the date and year first above written.

CITY OF GOLETA

CONSULTANT

Michelle Greene, City Manager

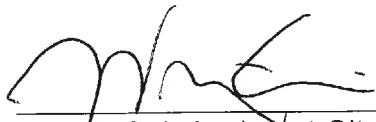
Steve Rodriguez, President

ATTEST:

Deborah Lopez, City Clerk

Lynn Rodriguez, Secretary

APPROVED AS TO FORM



Winnie Cai, Assistant City Attorney

**Exhibit B-1
Compensation**

Schedule of Fees

<u>Position</u>	<u>Labor Rates</u>
Project Manager	\$130/hour

Mileage expenses for travel outside of the City of Goleta will be charged at the current IRS rate.