DATE: December 11, 2018

TO: Mayor and Council Members

FROM: Economic and Community Development Department

SUBJECT: Amendment to Agreement with the Arroyo Group

RECOMMENDATION:
It is recommended that the Mayor and Council Members approve an amendment to Agreement No. 15-156 with The Arroyo Group extending the expiration date to December 31, 2019.

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.

After a competitive Request for Proposal process, 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 Fall 2017. In 2017, and portions of 2018, the environmental review process was put on hold to ensure the analysis adequately considered development planned to occur within the City. The environmental review process was recently resumed.

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 put on hold the TOD environmental review process so that the arena and other anticipated development in the City 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 necessary to conduct a new RFP for this extension.

This amendment would extend the agreement expiration to December 31, 2019. However, the scope of work under the agreement is set to be completed by August 2019. Staff requests an extension through the end of 2019 to accommodate any unanticipated delays that may result from public comments during the environmental review process.

FINANCIAL/FUNDING ISSUES AND SOURCES:
None.

LEGAL REVIEW VERIFICATION:
Administrative staff has verified that the legal documents accompanying this report have 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
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
THIS FOURTH AMENDMENT TO AGREEMENT NO.: 15-156 is made and entered into this _______ day of________________, 2018, by and between the CITY OF INGLEWOOD (hereinafter referred to as “City”), a municipal corporation, One Manchester Boulevard, Inglewood, California 90301 and THE ARROYO GROUP (hereinafter referred to as “Consultant”), a California Corporation with a place of business located at 16 North Marengo Avenue, Suite 405, Pasadena, California 91101.

WHEREAS, on December 20, 2014, the City issued a Request for Proposal (“RFP”) for a consultant to prepare a Transit Overlay Zone regulatory document and environmental analysis for the Florence-La Brea and Florence West transit stations; and

WHEREAS, twelve proposals were received in response to the City’s RFP and the Consultant was selected due to its 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, and economic feasibility; and

WHEREAS, the City entered into a 24 month agreement (Agreement No.: 15-156) on April 21, 2015, with the Consultant for the Consultant to produce various documents including plans for transit oriented development and historic downtown planning services; and

WHEREAS, the City amended Agreement No.: 15-156 for the first time on March 22, 2016, which allowed the Consultant to substitute Metis Environmental Group for Environmental Science Associates & Subsidiaries for the purposes of preparing relevant environmental documents; and

WHEREAS, the City received an additional award of $550,000 from the Los Angeles County Metropolitan Transit Authority (“Metro”) for the City to prepare Transit Overlay Zone documents around two additional metro stations: the Florence-Hindry and Green Line-Crenshaw stations; and

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WHEREAS, in September 2016, the City and Metro entered into an agreement for the receipt of the funds to conduct the Florence Hindry and Green Line Crenshaw station analysis; and

WHEREAS, the City amended Agreement No.: 15-156 for the second time on September 13, 2016, which allowed the Consultant to expand its Scope of Service to include the preparation of Transit Overlay Zone regulatory documents, design guidelines and a programmatic environmental impact report around the Florence-Hindry and Green Line-Crenshaw metro stations; and

WHEREAS, said second amendment also increased the Compensation and extended the Term of Agreement No.: 15-156 to December 31, 2017; and

WHEREAS, due to various unforeseen delays, on December 12, 2017, a third amendment extended the Term of Agreement No.: 15-156 to December 31, 2018; and

WHEREAS, the Consultant needs additional time to perform the services that the City needs therefore a fourth amendment is needed to extend the Term of Agreement No.: 15-156 to December 31, 2019.

WHEREAS, the Consultant is willing to enter into this fourth amendment.

NOW, THEREFORE, the City and the Consultant hereto mutually agree as follows:

ARTICLE 3 – TERM

Agreement No.: 15-156 shall be extended to and terminate at 11:59 p.m., December 31, 2019.

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Except as amended by this and all previous amendments, all other provisions of Agreement No.: 15-156 shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this amended Agreement as of the date and year first above written.

CITY OF INGLEWOOD

THE ARROYO GROUP

______________________________
James T. Butts, Jr.,
Mayor

______________________________
Phil Burns,
Principal

______________________________
Yvonne Horton,
City Clerk

______________________________
Kenneth R. Campos,
City Attorney

ATTEST:

APPROVED AS TO FORM: