

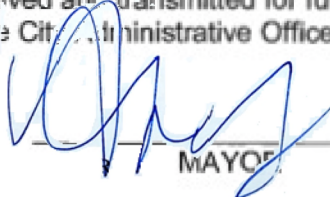
TRANSMITTAL

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| TO The Council | DATE 12/20/16 | COUNCIL FILE NO. |
| FROM The Mayor | COUNCIL DISTRICT Citywide | |

**Request for Authority to Execute Supplemental Agreement to
Contract Nos. C-116894 with Rincon Consultants, Inc.;
C-116897 with Atkins North America, Inc.; and
C-116898 with Terry A. Hayes Associates, Inc. for Services Related to
Environmental Impact Reports**

Approved and transmitted for further processing
See the City Administrative Officer report attached.




MAYOR (Ana Guerrero)

MAS:ACA:JLK:JST:02170073C

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: December 19, 2016
To: The Mayor
From: Miguel A. Santana, City Administrative Officer 
Reference: Department of City Planning report dated October 24, 2016; Received by the City Administrative Officer on October 28, 2016
Subject: **REQUEST TO EXECUTE SUPPLEMENTAL AGREEMENTS TO CONTRACT NO. C-116894 WITH RINCON CONSULTANTS, INC.; CONTRACT NO. C-116897 WITH ATKINS NORTH AMERICA, INC.; AND CONTRACT NO. C-116898 WITH TERRY A. HAYES ASSOCIATES, INC. FOR CONTINUED PROVISION OF SERVICES RELATED TO ENVIRONMENTAL IMPACT REPORTS**

RECOMMENDATION

That the Council authorize the Director of the Department of City Planning (DCP), or designee, to execute the third Supplemental Agreement to the following contracts: 1) Contract No. C-116894 with Rincon Consultants, Inc. (Rincon); 2) Contract No. C-116897 with Atkins North America, Inc. (Atkins); and 3) Contract No. C-116898 with Terry A. Hayes Associates, Inc. (TAHA) to extend each contract term by 24 months, from February 24, 2017 through February 23, 2019, for the continued provision of services related to environmental impact reports (EIRs), for a total revised contract term of February 24, 2010 through February 23, 2019, subject to the review and approval of the City Attorney as to form and compliance with the City's contracting requirements, satisfactory contractor performance, and ongoing need.

SUMMARY

The DCP requests approval to execute the third Supplemental Agreement to the following three contracts: 1) Rincon (C-116894); 2) Atkins (C-116897); and 3) TAHA (C-116898) for the continued provision of professional services related to EIRs. Additional time is needed to allow the contractors to complete work on existing New Community Plan (NCP) updates.

Pursuant to Charter Section 1022, the Personnel Department Contract Review Report dated October 10, 2008, found that City employees do have the expertise to perform the work proposed for the contracts; however, due to the temporary nature of the work inasmuch as services will be rendered on an as-needed basis, any staff hired for this project will have to be laid off at project completion. Our Office made a Charter 1022 determination that it is more feasible for the DCP to contract out for services related to EIRs because the proposed work exceeds staffing availability

and specialized knowledge is required to perform the work.

The three contracts (C-116894, C-116897, and C-116898) were attested on February 24, 2010 for a period of performance of February 24, 2010 through February 24, 2013 with compensation based upon product delivery and satisfactory contractor performance. The Supplemental Agreement No. 1 extended each of the three contract terms by 24 months, for a revised contract period of performance of February 24, 2010 through February 24, 2015. Thereafter, Supplemental Agreement No. 2 extended each of the three contract terms by an additional 24 months, for a revised contract period of performance of February 24, 2010 through February 24, 2017. Execution of the proposed third Supplemental Agreement will extend the period of performance for each contract for an additional 24 months through February 23, 2019.

Rincon Consultants, Inc.

Under Contract No. C-116894, Rincon is assisting with the draft of the initial strategy related to the EIR formation, and outlining the resources and services that will be required from the City to achieve completion and certification for the Central City NCP and the Central City North NCP. The EIRs are expected to be completed by the mid 2018 calendar year.

Atkins North America, Inc.

Under Contract No. C-116897, Atkins is completing the Final EIR for the San Pedro NCP. The Final EIR is scheduled for release in 2016 and the adoption process for this NCP is anticipated for 2017.

Terry A. Hayes Associates, Inc.

Under Contract No. C-116898, TAHA is currently preparing EIRs for the Hollywood NCP, Boyle Heights NCP, South Los Angeles NCP, and Southeast Los Angeles NCP. Additionally TAHA is finalizing the draft EIR for the Expo Corridor Transit Neighborhood Plan as part of the DCP's efforts in revising the Light Rail Transit Station Area Plans.

FISCAL IMPACT STATEMENT

There will be no impact on the General Fund. The proposed Supplemental Agreements will extend the performance period of the existing contracts and do not require any additional funding. The recommendation in this report is in compliance with the City's Financial Policies in that there is no additional cost to the City.