



CITY OF LONG BEACH

R-21

DEPARTMENT OF DEVELOPMENT SERVICES

333 West Ocean Blvd., 3rd Floor Long Beach, CA 90802 Phone: 570.5237 Fax: 570.6205

February 7, 2012

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Authorize the City Manager to execute individual contracts with the following consulting firms for on-call planning services: Hogle-Ireland, Inc., Roger Sherman Architecture and Urban Design/Utile Inc., RRMdesignGroup, The Planning Center, and Wallace, Roberts, and Todd, LLC, for a one-year period in an amount not to exceed \$500,000 each, with two annual renewal options at the discretion of the City Manager. (Citywide)

DISCUSSION

On October 27, 2011, the Department of Development Services, in conjunction with the Purchasing Division, issued a Request for Proposal (RFP) for specialized, on-call planning services. The Department of Development Services seeks to establish a list of qualified and experienced firms to provide services including, but not limited to, the preparation and development of special area and specific plans, form-based zoning, special studies, zoning code updates, and peer review assistance on an as-needed basis.

The RFP process concluded on November 15, 2011. The RFP documents were made available on the Purchasing Division's website at www.longbeach.gov/purchasing, and a total of 15 firms responded to the RFP. Of the proposals received, none were Minority-owned Business Enterprises (MBEs), Women-owned Business Enterprises (WBEs), Small Business Enterprises (SBEs), or Long Beach Businesses (Local). The proposals were reviewed and evaluated based on the firms' experience and demonstrated competency with the types of projects the Planning Bureau expects to undertake during the three-year term, as well as the overall depth and breadth of planning experience of the firms. After a thorough review of the submitted proposals, staff is requesting that the City Council authorize the City Manager to execute individual contracts with the following firms:

- Hogle-Ireland, Inc.
- Roger Sherman Architecture and Urban Design/Utile, Inc.
- RRMdesignGroup
- The Planning Center
- Wallace, Roberts and Todd, LLC

The contracts would be for the provision of as-needed planning services for a one-year period not to exceed \$500,000 annually for each firm, with a maximum of two annual

renewal options at the behest of the City Manager. The maximum term for any contract will be 36 months.

This matter was reviewed by Assistant City Attorney Michael Mais on January 12, 2012 and by Budget Management Officer Victoria Bell on January 19, 2012.

TIMING CONSIDERATIONS

City Council approval of this item on February 7, 2012 will ensure that these services will be available as needed for upcoming projects.

FISCAL IMPACT

Sufficient appropriations to support this action are budgeted in the Development Services Fund (EF 337) in the Department of Development Services (DV). There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted:



AMY J. BODEK, AICP
DIRECTOR OF DEVELOPMENT SERVICES

AJB:DB
P:\Planning\City Council Items (Pending)\Council Letters\2012\2012-02-07\2.7.12 OnCall Planning Consultants Listv4.doc

APPROVED:



PATRICK H. WEST
CITY MANAGER