



# City of San Antonio

## Agenda Memorandum

**File Number:** 15-6214

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**Agenda Item Number:** 30.

**Agenda Date:** 1/28/2016

**In Control:** City Council A Session

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**DEPARTMENT:** Department of Planning & Community Development

**DEPARTMENT HEAD:** John Dugan

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Comprehensive Plan Consultant Contract Amendment

### **SUMMARY:**

An Ordinance for the City's Comprehensive Plan authorizing an amendment to the professional services agreement with Moore Iacofano Goltsman, Inc. for consultant services pertaining to the Plan's development, completion, and an enhanced public engagement program, for the additional amount not to exceed \$625,909.88 consisting of \$550,909.88 from prior City Council approved Community Development Block Grant (CDBG) funds and \$75,000.00 from FY 2016 General Funds for a total contract amount not to exceed \$1,171,909.88.

### **BACKGROUND INFORMATION:**

The City of San Antonio is projected to grow by more than 1 million people, including more than 500,000 new homes and jobs over the next 25 years. Planning for that growth is the driving objective of the City's Comprehensive Plan.

In Fiscal Year 2014, City Council approved Ordinance 2014-10-09-0783 authorizing the execution of a professional services agreement with Moore Iacofano Goltsman, Inc. (MIG), in the amount not to exceed \$250,000.00 for consultant services pertaining to the start of the Comprehensive Plan update process. In Fiscal Year 2015, the MIG contract was twice amended to include additional deliverables related to the Plan's continued development and public outreach efforts for an additional \$296,000, in accordance with the original contract provisions (Amendment I was approved administratively; Amendment II was approved by City Council Ordinance 2015-06-18-0569). In Fiscal Year 2016, the MIG contract was administratively amended

again to extend the term of the contract from December 31, 2015 to June 30, 2016, in accordance with the original contract provisions.

From the beginning of the Comprehensive Plan update process, collaboration and coordination with other City and agency planning efforts has been a primary goal. The City's Comprehensive Plan, Sustainability Plan, and Multimodal Transportation Plan have all been coordinated as the "SA Tomorrow" planning effort. An active oversight committee structure, including the Comprehensive Planning Committee of City Council, a Steering Committee, and an Advisory Group of key stakeholders, was implemented early in the process. Through these groups' on-going coordinated efforts, a number of additional public engagement, public relations, and policy needs, as well as additional approaches to the final comprehensive plan document have been identified. This requested contract amendment will fund significantly expanded public awareness, outreach, and engagement activities, provide for the incorporation of annexation-related policy into the Comprehensive Plan, and will allow for bilingual version of all final Comprehensive Plan documents, as requested by the Comprehensive Planning Committee and the Executive Leadership Team.

## **ISSUE:**

Consideration of an Ordinance for the City's Comprehensive Plan authorizing an amendment to the professional services agreement with Moore Iacofano Goltsman, Inc. for consultant services pertaining to the Plan's development, completion, and an enhanced public engagement program, for the additional amount not to exceed \$625,909.88 consisting of \$550,909.88 from prior City Council approved Community Development Block Grant (CDBG) funds and \$75,000.00 FY 2016 General Funds for a total contract amount not to exceed \$1,171,909.88.

The consultant contract with Moore Iacofano Goltsman, Inc. will provide the City of San Antonio with its first modern comprehensive plan, guiding the physical development of the city. The contract amendment will further enhance the following primary tasks: public awareness, outreach, and engagement; technical working groups; annexation policy; enhanced implementation strategy; and final Comprehensive Plan documents.

This contract amendment includes the following key components:

- Expanded Annexation Policy Research, Analysis, and Recommendations based on input from the Comprehensive Plan's Working Groups.
- Spanish-language translation for all final Comprehensive Plan documents, including the interactive web-based Comprehensive Plan, the printer-friendly Comprehensive Plan document, an Executive Summary and Poster Plan that will incorporate key points from all 3 SA Tomorrow plans, and the Implementation Strategy for the Comprehensive Plan.
- Expanded Public Awareness, Outreach, and Engagement efforts will include a variety of methods to reach the broadest possible population, including paid media to generate name recognition and public awareness of the SA Tomorrow planning effort; educational and promotional campaigns to better inform the public regarding the planning process, future steps, and opportunities to participate; additional public engagement activities hosted by the City and Consultant teams, as well as increased material support for citizen-advocates to use in informing and engaging their own organizations. These efforts will utilize social media and paid media; informational videos; in-person and electronic surveys; e-Blasts; informational posters in public buildings; partnerships with a wide-range of Community Based Organizations; reusable shopping bags; continued media coverage of events, activities, and milestones throughout the process; and enhanced SA Tomorrow website and interactive input opportunities.

**ALTERNATIVES:**

As an alternative, City Council could choose not to approve; however, the City will lose the opportunity to provide meaningful public relations and participation opportunities for the SA Tomorrow Comprehensive Plan. This would also impede key coordination with the City's Multimodal Transportation Plan and the Sustainability Plan, as well as VIA's current strategic long-range planning effort, while delaying implementation of the Comprehensive Plan.

**FISCAL IMPACT:**

This ordinance allows the City to negotiate and amend an existing contract with Moore Iacofano Goltsman, Inc. (MIG) to provide expanded consultant services for Phase Two of the Comprehensive Plan for the additional amount not to exceed \$625,909.88 consisting of \$550,909.88 from prior City Council approved Community Development Block Grant (CDBG) funds and \$75,000.00 from FY 2016 General Funds for a total contract amount not to exceed \$1,171,909.88.

**RECOMMENDATION:**

Staff recommends authorizing the contract amendment in the amount of \$625,909.88 for the Professional Services Agreement with Moore Iacofano Goltsman, Inc. (MIG) for the Comprehensive Plan.