



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Amendment to Professional Service Agreement with Imelk for the Verdugo Wash Visioning Study

1. Motion authorizing amendment to Professional Services Agreement with Imelk to increase the maximum cost by \$75,000 for a new not-to-exceed amount of \$515,000.

COUNCIL ACTION

Item Type: Consent Calendar

Approved for August 16, 2022 **calendar**

EXECUTIVE SUMMARY

The City of Glendale currently holds a contract with Imelk to provide initial visioning concepts for the Verdugo Wash. This concludes preliminary design, preliminary engineering, and preliminary hydrology analysis to develop initial concepts and designs for an active transportation and recreational spine within the Verdugo Wash. As the project has progressed, it has gained momentum and interest in regards to external funding and grant opportunities. Additionally, given the unique design of the existing wash at different locations, it will require additional hydrology and engineering analysis. As such, staff is requesting to amend the contract to include an additional \$75,000 in order to complete engineering and hydrology analysis, additional urban design elements, and assistance in applying for grants. The additional funding has already been budgeted within the Measure M funds, and not from the City's General Fund balance.

COUNCIL PRIORITIES

The Verdugo Wash Visioning Project meets three of the Council priorities including Environmental Stewardship, Mobility/Connectivity/Safety, and if completed, Infrastructure.

RECOMMENDATION

Authorize a contract amendment to the Professional Services Agreement with !melk to increase the maximum cost by \$75,000, for a new not-to-exceed amount of \$515,000.

BACKGROUND

Following a competitive RFP process with 21 submissions from teams composed of design, environmental, engineering, and economics professionals of national and international stature, on October 27, 2020, Council awarded a contract for \$440,000 with !melk to conduct the Verdugo Wash Visioning Study. The project was funded with \$250,000 in Measure S funds and \$200,000 from Measure M Local Return Fund (Project 52179). Staff along with the !melk team have conducted surveys through the project website, conducted community meetings, engaged with essential stakeholders, and begun the process of developing early concepts and ideas of what could be possible within the Verdugo Wash flood control channel. An update on the visioning and community feedback was presented to the Council on December 14, 2021. The final study is expected to be presented to Council in September 2022.

ANALYSIS

The !melk team is nearing the completion of the initial visioning study. Staff has been very satisfied with the work the !melk team has concluded thus far including: collecting and documenting physical and visual data of the study area including existing conditions and future citywide initiatives; reviewing and discussing precedent projects; establishing goals and objectives for the Verdugo Wash visioning; establishing a public engagement strategy and schedule; and establishing a branding strategy for project identification. Using data collected to develop design alternatives and interventions for the Verdugo Wash including potential route alternatives for pedestrians and cyclists, identifying locations for public space improvements, types of open space, areas for habitat restoration, design approaches to respond to different neighborhood contexts, and sustainability measures.

While hydrology analysis was included within !melk's initial scope of work, additional studies and engineering are necessary to provide a more thorough hydrology framework report. This additional analysis will provide necessary information when approaching different design alternatives, and establishing a clear scope of work for subsequent phases.

Staff would also like to expand !melk's scope of work at this time to include seeking grant opportunities and assistance with grant writing. This will provide greater opportunity for staff to secure funding outside the City of Glendale to fund the continuation of project. As such, an additional \$75,000 is requested to complete the visioning project. The additional \$75,000 will not come from the City's General Funds

STAKEHOLDERS/OUTREACH

This item is considered a ministerial activity and therefore, not subjected to Stakeholders/ Outreach.

FISCAL IMPACT

The \$75,000 increase to the contact maximum was included as a part of the FY 2022-23 Measure M adopted budget in the Verdugo Wash Visioning project, and no additional funding is needed. The City Council approved Funding is outlined below.

Existing Appropriation		
Amount	Account String	Funding Source
\$75,000	GL: 43110-2220-PWD-0020-P0000 PL: PWD00842AN	Measure M

ENVIRONMENTAL REVIEW (CEQA/NEPA)

This item is considered a ministerial activity and therefore, not subjected to CEQA/NEPA review.

CAMPAIGN DISCLOSURE

The names and business addresses of the members of the board of directors, the chairperson, CEO, COO, CFO, Subcontractors and any person or entity with more than 10% interest in the company proposed for contract in this Agenda Item Report are attached in Exhibit #1, in accordance with the City Campaign Finance Ordinance No. 5744.

ALTERNATIVES

Alternative 1: Authorize the contract amendment to the PSA with !melk to increase the maximum cost in the amount of \$75,000. This will allow staff to complete the visioning process, grant applications and additional hydrology analysis and engineering.

Alternative 2: Decline to authorize the contract amendment to the PSA with !melk to increase the maximum cost in the amount of \$75,000. This will result in incomplete hydrology analysis and engineering and lack of assistance with grant applications.

Alternative 3: Consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Submitted by:

Bradley Calvert, Assistant Director of Community Development

Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

Exhibit 1: Campaign Finance Disclosure Statement.