

AGENDA BILL

**Beaverton City Council
Beaverton, Oregon**

SUBJECT: Contract Award – Authorization to Award Contract for the South Cooper Mountain Concept and Community Plans to the Lead Planning Consultant Angelo Planning Group

FOR AGENDA OF: 02-19-13 **BILL NO:** 13057

Mayor's Approval: *Denny Daryl*

DEPARTMENT OF ORIGIN: CEDD *ih*

DATE SUBMITTED: 02-08-13

CLEARANCES: City Attorney
CAO
Planning
Finance

WS
RME
AS
Prock

PROCEEDING: CONSENT AGENDA
(Contract Review Board)

EXHIBITS: 1. RFP Summary
2. Funding Memorandum

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$748,351*	BUDGETED \$356,700	REQUIRED \$0

* See Funding Memorandum attached. Amount budgeted in FY 2012-13 is sufficient for costs associated with Part 1 of the project scope of work as defined in the contract.

001-70-0676

RECOMMENDED ACTION:

City Council, acting as Contract Review Board, authorizes the award of a professional services contract in a form approved by the City Attorney to Angelo Planning Group to be the lead planning consultant for the South Cooper Mountain Concept and Community Plans in an amount not to exceed \$748,351 over the span of the project: FY 2012-13 to FY 2014-15. The contract is structured in two parts, with payment for satisfactory completion of tasks under Part 1 not to exceed \$330,556. Authorization to proceed with tasks under Part 2 of the contract is contingent on the City's receipt of additional funding from grants or other sources. The 18-month project is anticipated to be completed Fall 2014.

HISTORICAL PERSPECTIVE:

South Cooper Mountain (Area 6B) was designated Urban Reserve in 2010. Approximately 544 acres in the southern portion of this area along SW Scholls Ferry Road was added to the Urban Growth Boundary (UGB) in 2011, and subsequently annexed into the City December 11, 2012 (Ordinance No. 4594). Prior to adopting City comprehensive plan and zoning designations for the newly annexed area, the City is required to complete concept and comprehensive planning in accordance with Metro Code Title 11. As a condition of the UGB expansion, the City is required to complete concept planning for all of Urban Reserve Area (URA) 6B (1,776 acres). The City has also agreed to include the 510-acre Cooper Mountain area that was added to the UGB in 2002 in the South Cooper Mountain Concept and Community Planning effort. The planning project area encompasses a total of approximately 2,300 acres.

On January 15, 2013, the City Council authorized the Mayor to sign an IGA between the City and Washington County regarding coordination in urbanizing areas. That IGA includes provisions whereby the County delegates to the City long-range planning authority for certain areas outside the City's boundary, specifically: the 2002 Cooper Mountain UGB addition; and the balance of URA 6B that was not included in the 2011 UGB expansion. Through this IGA the County further agreed to assign to the City its right to the previously-awarded CET grant in the amount of \$191,700 to support the required planning work.

On February 5, 2013, the City Council authorized the Mayor to sign a Construction Excise Tax (CET) Grant IGA with Metro regarding transfer and administration of the \$191,700 to the City, and adopted Resolution No. 4155 approving the acceptance of this grant and the associated appropriations in the City's general fund during the FY 2012-2013 budget year. Provisions in the CET Grant IGA recognize the benefits of undertaking the separate planning analyses required for Cooper Mountain and South Cooper Mountain at the same time, and acknowledge that the \$191,700 grant will be primarily dedicated for the Cooper Mountain planning components, and may be used to leverage additional public and private funding to support the required Metro Title 11 planning for the combined project areas. The attached Funding Memorandum discusses various sources of funding available to complete the South Cooper Mountain Concept and Community Plans.

The Planning Commission adopted Resolution No. 2012-01 on November 14, 2012, endorsing the South Cooper Mountain Concept and Community Planning approach and draft work plan. This draft work plan was used to develop the scope of work included in the Request for Proposals that was issued by the City on December 14, 2012, to solicit consultants with technical expertise necessary for the project.

INFORMATION FOR CONSIDERATION:

Using the Qualified Based Selection – Request for Proposals (QBS-RFP) procurement process, the South Cooper Mountain Concept and Community Plans RFP was issued by the City on December 14, 2012, and advertised in the Oregon Daily Journal of Commerce, and posted on the American Planning Association Oregon Chapter website, and the City's website on December 14, 2012. Seventy-five firms or individuals viewed and/or downloaded the RFP from the City's website. Around twelve firms attended the City-sponsored pre-proposal conference on December 20, 2012. Ultimately, the City received one proposal from Angelo Planning Group (APG), which staff opened on January 11, 2013. Staff contacted other firms that had attended the pre-proposal conference to inquire why they had not submitted proposals. The response given was that they had been interested in the project, but were unable to assemble a full team with qualifications and experience necessary to perform the work. The full team included in the APG proposal is comprised of the following firms:

- Angelo Planning Group: Lead planning consultant and project manager
- David Evans and Associates: Water/sewer planning, storm water-water quality, and natural resources
- DKS Associates: Transportation planning
- ECONorthwest: Real estate economics, finance planning and implementation
- Fregonese Associates: Scenario planning and outreach
- JLA Public Involvement: Public Involvement
- Walker Macy: Master planning and urban design

This group may arguably be considered the leading concept planning team in the Portland region, having led or participated in all 14 of the region's concept plans, as well as numerous implementing community plans. This team of well-qualified professionals offers the necessary expertise with the added benefit of unparalleled regional experience in development of concept and community plans under the umbrella of a robust public involvement process.

The Selection Committee met to evaluate the responsiveness and quality of the APG proposal and scored it based on criteria set out in the RFP. Upon determination that the proposal satisfied the responsiveness and quality criteria, the APG team was invited to interview and present their proposal, responding to specific questions raised by staff about various components of the proposal, on January 24, 2013. In addition to the Selection Committee, the City's Core Project Team made up of representatives of various departments, and several stakeholders attended the interview/presentation. The Selection Committee met a final time on January 28, 2013 and based on evaluation of the proposal and the interview/presentation, voted to recommend that the City enter into a contract with APG for the professional services required for the South Cooper Mountain Concept and Community Plans.

As shown in the attached Funding Memorandum, the City currently has \$165,000 budgeted for studies related to the South Cooper Mountain Concept and Community Planning project. Assuming a unit cost of \$425 per acre for completing both concept and comprehensive level planning for the portion of URA 6B that was annexed into the City, the fee for this area is estimated at \$231,200 ($\425×544 acres). The fee for the 2002 Cooper Mountain UGB expansion area would be approximately \$216,700 ($\425×510 acres). Assuming a unit cost of \$244 per acre for concept level planning for the balance of URA 6B not in the UGB, the fee is \$300,100 for that area ($\$244 \times 1,232$ acres). Based on these assumptions, the total cost for completing the concept and community plans is approximately \$748,000.

Planning Area	Acres	Unit cost per acre	Estimated Cost By Area/Funding Available
South Cooper Mtn. Annexation Area	544	\$425	\$231,200/165,000
Cooper Mtn. 2002 UGB addition	510	\$425	\$216,700/191,700
Balance of URA 6B not in UGB	1,232	\$244	\$300,100
TOTAL PROJECT AREA	2,286		\$748,000

The CET grant from Metro in the amount of \$191,700 to support concept and community planning for the 2002 Cooper Mountain UGB expansion was also appropriated through Resolution No. 4155, bringing the total funding currently available for the project to \$356,700. This amount is sufficient to cover the consultant fee in the amount of \$330,556 incurred through Part 1 of the scope of work as defined in the contract. Authorization to proceed with Part 2 of the scope of work as defined in the contract is contingent upon the City's receipt of additional funding from grants or other sources.

The attached Funding Memorandum indicates staff's intent to apply for additional CET funding to support the concept and community planning required for South Cooper Mountain - including the 2011 UGB expansion and the balance of URA 6B. This CET grant request will be for a minimum of \$391,651 in order to meet the City's obligation under the contract with APG. Additional funding may be sought to cover eligible staff and overhead costs. There is also potential for private contributions from stakeholders and property owners that would help offset the costs of completing the planning project.



CITY OF BEAVERTON – PROPOSALS RECEIVED

For the South Cooper Mountain Concept & Community Plans #2752-13B

Using a Qualified Based Selection Process

- **Urban design, land use, transportation, economic, and natural resource planning services;**
- **Environmental and natural systems science services;**
- **Project management and public involvement services;**
- **Transportation engineering & utility infrastructure engineering services; and**
- **Infrastructure finance planning services**

CLOSING DATE: January 11, 2013, at 2:00 PM PST

A non-mandatory Pre-Proposal Conference was held at 3:00 PM on December 20, 2012 at City Hall

PROPOSAL SUBMITTED:

1. **Angelo Planning Group, Portland, OR, Lead Planning Consultant, with the following firms included on the consultant team:**
 - **David Evans and Associates: Water/sewer planning, stormwater-water quality, and natural resources**
 - **DKS Associates: Transportation Planning**
 - **ECONorthwest: Real estate economics, finance planning and implementation**
 - **Fregonese Associates: Scenario planning and outreach support**
 - **JLA Public Involvement: Public Involvement**
 - **Walker Macy: Master planning and urban design**

MEMORANDUM
City of Beaverton
Community and Economic Development Department

To: Don Mazziotti, Director
From: Valerie Sutton, Senior Planner
Date: February 6, 2013
Subject: Funding for the South Cooper Mountain Concept & Community Planning Project

Staff is in the process of negotiating the contract with the consultant team selected to assist the City in the South Cooper Mountain Concept and Community Planning effort. The consultant budget for the project is \$748,351, which includes a \$40,000 contingency to cover unforeseen analysis and process needs not currently identified in the scope of work. This contract is scheduled to go before the Contract Review Board on the consent agenda for the February 19th Council meeting.

The sources of funding available to support the project are displayed in the following table.

South Cooper Mountain Concept & Community Plans			
Funding Sources			
Source	Amount	When Available	Purpose
City General Fund	70,000	FY 2012-13 Budget	Transportation studies
	70,000	FY 2012-13 Budget	Water/sewer utility studies
	25,000	FY 2012-13 Supplemental Budget	To cover start-up costs prior to reimbursement from CET
Subtotal	165,000		
Metro CET Grant	191,700	Resolution No. 4155 authorizes grant acceptance and associated appropriations in general fund FY 2012-13 budget	CET grant previously awarded to Washington Co. transferred to City to support concept and community planning for 2002 Cooper Mountain UGB addition
New CET Grant Request	391,651 ¹	Cycle 3 CET Grants to be awarded June 2013	To support concept planning for all of Area 6B and community plan for 2011 SCM UGB addition
Subtotal	583,351		
TOTAL CONSULTANT CONTRACT	\$748,351		

¹ This grant amount would cover the balance of the consultant contract left after subtracting previously allocated city funds and the transferred CET grant. The total grant request could be increased to include staff salary directly attributable to the SCM planning project which would reduce the city's overall general fund costs. In addition, stakeholder contributions from BSD and property owners could potentially reduce the city's net general fund outlay approximately \$100,000.

Metro previously awarded \$191,700 in CET funding to Washington County to support the required comprehensive planning for the 2002 Cooper Mountain UGB addition. The planning was not undertaken by the county, and all parties have agreed it would be beneficial for the city to include this area in the overall South Cooper Mountain planning effort. This agreement includes transfer of the \$191,700 CET grant to the City. The city will be reimbursed incrementally as project milestones are met under terms of the IGA with Metro for this grant that was approved by Council February 5, 2013.

In addition, the city is well positioned to compete for additional CET grant funding to support the concept planning for all of Area 6B, and for the Metro Title 11 comprehensive planning required prior to authorizing urbanization of the South Cooper Mountain UGB expansion area.

The South Cooper Mountain annexation area and the balance of Urban Reserve Area 6B meet the criteria for areas added to the UGB since 2009 and for urban reserves very well:

- Completion of the necessary planning work will spur development in a relatively short timeframe (if the planning is completed by the end of 2014, development proposals could potentially be submitted to the city 2015-16)
- The property owners have demonstrated their eagerness to expedite the necessary planning, as evidenced by the triple majority annexation petition
- The gap in capacity for needed housing identified in the Civic Plan could be partially met in the SCM annexation area, as well as the regional need for housing identified in Metro's Urban Growth Report.
- The scope of work for the SCM planning project addresses all Metro Title 11 requirements for concept and comprehensive planning, and includes residential and commercial real estate market analyses that will inform development of realistic development scenarios
- The scope of work for the SCM project also includes development and execution of a robust public involvement plan to provide meaningful opportunities for input and stakeholder participation throughout the process

In this round of CET applications, Metro is designating half of the \$3.7 million available for projects in areas added to UGB since 2009 and new urban reserves. The other half is set aside projects that will promote development within Center areas located in the UGB prior to 2009. In addition to the South Cooper Mountain area, staff believes that the City has another project which will satisfy the Metro goal of funding projects within existing Centers.

Metro's Community Development and Planning Grants support planning projects that enable great communities to develop and thrive. The grants are awarded to local governments to pay for planning activities in targeted areas that will support development for future housing and jobs. The grants also leverage some in-kind local contributions. Funding for these grants comes from a regional excise tax on construction permits (CET), and since its inception in 2006, this tax has raised more than \$10 million to support planning in new and growing communities.

It is important to note that Beaverton is among the top three CET contributors (#1 Portland, #2 Hillsboro), but has to date only received one very small grant (around \$3,700) to assist with comprehensive plan and zoning amendments for three parcels in the vicinity of SW Scholls Ferry and SW Loon Drive. Portland and Hillsboro on the other hand, have received hundreds of thousands in CET grants for a number of planning projects.

As a point of reference, the following list includes selected examples of planning grants previously awarded through Metro's CET grant program:

• Washington County – North Bethany Concept Plan:	\$1,1700,00
• Washington County – West Bull Mountain Concept Plan:	\$670,500
• Washington County – Aloha Reedville Study:	\$442,000
• Hillsboro - Portion of South Hillsboro Plan:	\$157,000
• Hillsboro - Helvetia Road Concept Plan:	\$345,000
• Hillsboro – East Evergreen Concept Plan:	\$345,000
• Hillsboro – Tanasbourne/Amber Glen Plan:	\$275,000
• Tualatin/Wilsonville – Basalt Creek Concept Plan:	\$365,278
• Gresham – Springwater Community Plan:	\$977,129
• Portland – Barbur Corridor Concept Plan:	\$700,000
• Portland – Portland-Milwaukie Light Rail TOD Plan:	\$485,000
• Portland – South Waterfront, S. Portland Partnership Plan:	\$250,000
• Portland – Foster-Lents Integration Partnership:	\$250,000

According to Metro records, since 2007 Beaverton has collected over \$550,000 assessed on local building permits that has been paid into the regional CET fund. The proposed CET grant for the South Cooper Mountain project would help Metro to achieve its goal of equitable distribution of CET funds, based on collections of revenues, past funding, and planning resource needs.

The South Cooper Mountain Concept and Community Planning project will build on previous efforts, such as the Beaverton Community Vision and Civic Plan, to help meet local and regional housing needs and advance the city's livability goals. The timing of this project and its geographic alignment with the City of Tigard also create opportunities to collaborate on planning and financing of infrastructure needed to support development in the newly urbanizing areas north and south of SW Scholls Ferry Road. Close coordination among Beaverton, Tigard, and service providers such as Clean Water Services has the potential for taking advantage of economies of scale and cost savings in providing transportation and utilities to serve the South Cooper Mountain and River Terrace areas. Working together on developing a strategy and future funding for provision of infrastructure in these new communities can potentially eliminate duplicate efforts and reduce costs for each jurisdiction.

An adequately funded planning project that will help to ensure timely completion of plans necessary to accommodate urbanization of South Cooper Mountain in a fiscally responsible manner is very important for the economic growth and vitality of the City and the region. The investment made in planning the South Cooper Mountain area will reap significant benefits to the city through a substantial increase in the tax base over time. In addition, the public will benefit through expanded housing choices in a complete community that is well connected with a bicycle and pedestrian network providing access to a wealth of natural resource amenities. Building up to 4,500 new homes in the SCM annexation area will provide a much needed stimulus in the local and regional economies, with an increase in construction jobs, demand for building materials, durable goods, professional services, etc.