

RESOLUTION NO. 16-124

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE
AUTHORIZING RAIMI & ASSOCIATES TO ASSIST STAFF WITH
PROCESSING PROPOSED PROJECTS ALONG THE TELEGRAPH ROAD
CORRIDOR PURSUANT TO THEIR EXISTING ON CALL SERVICES
AGREEMENT**

WHEREAS, previously, staff requested the City Council to authorize the use of on-call service contracts in order to provide flexibility and enhance the capacity of the City to deliver projects and programs; and

WHEREAS, the City Council adopted a resolution approving professional services agreements and establishing an eligibility list for various on-call professional services, including Planning. Raimi & Associates was one of the highly ranked firms whose professional services agreement was approved by the City Council; and

WHEREAS, Staff is in the process of considering a potential expansion to the Citadel Outlets Shopping Center, which includes new retail, office, residential and hotel uses, and the proposed development of an approximate ten acre site at the northwest corner of Telegraph Road and Washington Boulevard; and

WHEREAS, Staff recommends that the City Council authorize Raimi and Associates to assist staff with processing proposed projects along the Telegraph Road corridor pursuant to their existing on call services agreement; and

WHEREAS, the cost for completing the subject work will be \$29,670 as described in the attached proposal. Staff is also requesting a 10 percent contingency to bring the total to \$32,637.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMMERCE DOES HEREBY RESOLVES AND ORDERS AS FOLLOWS:

Section 1. Raimi & Associates is hereby authorized to assist staff with processing proposed projects along the Telegraph Road corridor, at a cost of \$29,670, plus a 10 percent contingency, for a total of \$32,637. Such work will be performed pursuant to the existing on-call services agreement between the City and Raimi & Associates.

PASSED, APPROVED AND ADOPTED this 4th day of October 2016.

Ivan Altamirano, Mayor

ATTEST:

Lena Shumway, City Clerk

EXHIBIT A - SCOPE OF WORK

1. Citadel Expansion Development Standards

This task would provide for the services to prepare the Citadel Expansion Development Standards. It is understood that these standards will be prepared in accordance with the Planned Development Overlay requirements of the Zoning Code, and will apply to the properties fronting Telegraph Road, for which the Craig Realty Group (CRG) is preparing a Planned Development Permit application. Because the underlying plan to which the standards would apply is understood to still be under development, the fee for this task has been presented as a range, and the scope assumes that the project team will work with the City to refine the work program and associated professional fee estimate as the plan is clarified.

1.1 Site Plan Review and Recommendations

We propose to work rapidly and interactively with the City staff and the CRG team to better understand the current plan, CRG's near-term and longer term development objectives, and role that the Corridor properties may play in the long-term success of the transit-oriented development of the Northeast Triangle (Triangle). The primary tasks anticipated in gaining this understanding and refining the plan include:

- Obtain site plan and architectural elevations as prepared by the Craig Group
- Meet with City staff and CRG representatives to receive a briefing on the current plan and development objectives.
- Meet with City staff and CRG representatives to compare the CRG plan to the Draft Framework Plan from the Office Zoning Study and discuss potential adjustments and refinements to the plan for the Corridor properties that might better integrate CRGs near-term investment in the property with longer term value creation and enhancement strategies related to a larger TOD strategy.
- Provide recommendations relative to connectivity, building type and placement, use, and traffic generation

The primary intended deliverable of this task will be a memo proposing site plan adjustments for the Citadel properties that is integrated and supportive of a larger TOD strategy for the Triangle area.

1.2 Administrative Draft Development Standards

In support of implementing the agreed upon development pattern for the Corridor, we will prepare the Planned Development Overlay Zone development standards framework. We anticipate this document will rely on the City's commercial development standards to the extent feasible, while providing direction on how the Citadel expansion can become better connected to the sites around and contribute towards the creation of a transit-oriented district around the expected site of the future Gold Line station.

The Development Standards will be organized to clearly describe the intended urban form and we will work with City staff to finalize the structure and content. We anticipate that it will include the following topics:

- Context and Purpose
- Commercial and Mixed-Use Development Standards
- Public Realm
- Mobility and Parking

In light of the need to be flexible and adaptive, this task is written with the assumption that this task will be guided by the proposed level of effort detailed in the fee proposal below and be billed on a time and materials basis. Prior to initiating this task, we will confirm an outline and appropriate level of detail with the City to confirm scope, fee, and approach are in alignment with City expectations and needs. Should the City desire a greater level of effort and detail, this scope can be amended.

1.3 Public Draft Development Standards

We will respond to one set of comments on the draft development standards and prepare an updated draft for the purpose of public review as an attachment to the CRG development application.

1.4 Final Development Standards

We will respond to one set of comments on the public draft development standards and prepare an updated final as an attachment to the CRG development application.

1.5 Public Hearings and Meetings

We will attend one public hearing on the Citadel project. We will also attend up to three meetings with City staff.

Citadel Development Standards Proposal		Principal	Designer		
		\$ 215	\$ 100		
1.1	Site Plan Review and Recommendations	12	24	\$	4,980
1.2	Administrative Draft Development Standards	16	60	\$	9,440
1.3	Public Draft Development Standards	12	16	\$	4,180
1.4	Final Development Standards	6	16	\$	2,890
1.5	Public Hearings and Meetings	32	8	\$	7,680
Subtotal		78	124	\$	29,170
Travel				\$	500
Total				\$	29,670