

**Metropolitan Transportation Commission
Administration Committee**

September 4, 2019

Agenda Item 2j

**Contract Amendment – Priority Development Area (PDA) Technical Assistance
for the City of Oakland: Placeworks (\$42,771)**

- Subject:** This item requests Committee approval to enter into a contract amendment in an amount not to exceed \$42,771 with Placeworks to enable timely completion of a Priority Development Area (PDA) technical assistance project for the City of Oakland.
- Background:** In 2018, the City of Oakland was awarded a PDA Technical Assistance (TA) grant from the Commission to update its outreach strategy for Priority Development Areas in its upcoming General Plan. Projects awarded through the PDA TA program are carried out by firms on a consultant bench selected through a competitive procurement process in 2014. Following consultation with MTC, the City of Oakland identified Placeworks as the firm on the consultant bench with the unique combination of experience, qualifications, and availability required to carry out the project.
- To enable completion of the project, which remains a critical task for meeting the City's timeline for its General Plan and advancing its Priority Development Areas, staff is requesting the Committee to authorize a contract amendment to add \$42,771 to Placeworks' contract. Placeworks is neither a small business nor a disadvantaged business enterprise and has no subcontractors.
- Issues:** None
- Recommendation:** Staff recommends that this Committee authorize the Executive Director or designee to enter into a contract amendment with Placeworks in an amount not to exceed \$42,771 to provide technical assistance to the City of Oakland.
- Attachment:** Request for Committee Approval Summary of Proposed Contract Amendment Sheet



Therese W. McMillan

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract Amendment

Work Item No.:	1611
Consultant:	Placeworks Berkeley, CA
Work Project Title:	City of Oakland General Plan Framework
Purpose of Project:	Enhance the City of Oakland's effectiveness in engaging community members in shaping policies for Priority Development Areas (PDAs).
Brief Scope of Work:	Provide technical assistance to help Oakland create a framework, including an outline of contents and public engagement, for its upcoming General Plan update, focusing on its PDAs.
Project Cost Not to Exceed:	This amendment: \$42,771 Current contract amount before this amendment: \$596,921 Maximum contract amount after the amendment: \$639,692
Funding Source:	STPL
Fiscal Impact:	The cost of this project is included in the FY 2019-20 agency budget.
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with Placeworks to enable timely completion of a PDA Technical Assistance project for the City of Oakland as described above and in the Administration Committee Summary Sheet dated September 4, 2019 and the Chief Financial Officer is authorized to set aside \$42,771 for such amendment.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	September 4, 2019