

**CITY OF LA VISTA  
MAYOR AND CITY COUNCIL REPORT  
JANUARY 20, 2009 AGENDA**

<b>Subject:</b>	<b>Type:</b>	<b>Submitted By:</b>
CONSULTANT SELECTION — 84 <sup>TH</sup> STREET REDEVELOPMENT VISION PLAN	◆ RESOLUTION ORDINANCE RECEIVE/FILE	ANN BIRCH COMMUNITY DEVELOPMENT DIRECTOR

**SYNOPSIS**

A resolution has been prepared authorizing the selection of a consultant and the negotiation of a contract for the preparation of an 84<sup>th</sup> Street Redevelopment Vision Plan.

**FISCAL IMPACT**

Not to exceed \$199,806 in CDBG Recovered Program Income Reuse Funds.

**RECOMMENDATION**

Approval.

**BACKGROUND**

On August 19, 2008, the City Council approved Resolution No. 08-076 authorizing the advertisement for bids for the preparation of the 84<sup>th</sup> Street Redevelopment Vision Plan. The advertisement was published and mailed to various consulting firms on August 28<sup>th</sup> and proposals were due by October 6<sup>th</sup>. The City received seven proposals ranging in price from \$98,960-\$228,980. Of those, four firms were selected as a short list and were interviewed by an 8-person internal review committee in late November.

The committee has recommended the selection of the firm EDAW Inc. from Fort Collins, Colorado, based on their experience with similar projects – 24 projects were identified in their proposal which had relevant components, and ten of those projects were explained in further detail during the interview. Their proposal also includes a partnership with the Omaha firm of Schemmer Associates and the Chicago office of Economic Research Associates (ERA). Schemmer is currently involved in the reconstruction of Washington Street (84<sup>th</sup> Street) in Papillion and they are very familiar with traffic analysis, property access, and roadway infrastructure issues along the 84<sup>th</sup> Street corridor. ERA is a firm which specializes in economic development planning and policy, and real estate market and financial feasibility.

A draft contract from EDAW has been reviewed by the City Attorney. Those revisions as well as adjustments to the schedule and budget are under discussion with the consulting firm. The attached resolution authorizes the selection of EDAW as the consulting firm and authorizes the City Administrator to negotiate a contract in an amount not to exceed \$199,806.

Upon completion of the contract and initiation of the project, the Scope of Work calls for the establishment of a “Working Group”, which is an advisory group of 14 to 18 people who are residents, elected/appointed officials, staff, and other stakeholders to regularly review the progress of the project and provide input to the consultant.

The consultant has identified four meetings with the Working Group in their preliminary work schedule; we anticipate those to be during the months of March, June, August and October. We also anticipate those meetings to be held during working hours and last four or more hours. Additional meetings of the Working Group may be held if necessary (without the consultant).

The Mayor has asked that the City Council select two of its members to serve on the Working Group. While these Council members will attend the Working Group meetings, the meeting notes will be distributed to all of Council. In addition, all Council members will be interviewed by the consultant as stakeholders and will be asked to attend and participate in the other related activities, such as the walking tour, the community workshops, and the speaker/educational forums. Further details on the activities and schedule will be distributed to the City Council as soon as it is finalized with the contract. If you have some flexibility in your schedule and are interested in representing the City Council in this capacity, please let Council President Gowan know and a decision on representatives can be made by Council at the February 3, 2009 meeting.

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, AUTHORIZING STAFF AND THE CITY ATTORNEY TO PROCEED WITH CONTRACT NEGOTIATIONS WITH EDAW INC. FOR PROVIDING PLANNING SERVICES ASSOCIATED WITH THE 84<sup>TH</sup> STREET REDEVELOPMENT VISION PLAN IN AN AMOUNT NOT TO EXCEED \$199,806.

WHEREAS, on August 19, 2008, the City Council approved Resolution No. 08-076 authorizing the advertisement for bids for the preparation of the 84<sup>th</sup> Street Redevelopment Vision Plan; and

WHEREAS, the advertisement was published and mailed to various firms, seven of which submitted proposals and four of those firms were interviewed; and

WHEREAS, following the evaluation of the proposals, interviews and references, staff has recommended EDAW Inc. of Fort Collins, Colorado, to provide the planning services.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska do hereby authorize staff and the city attorney to proceed with contract negotiations with EDAW Inc. for providing planning services associated with the 84<sup>th</sup> Street Redevelopment Vision Plan in an amount not to exceed \$ 199,806.

PASSED AND APPROVED THIS 20<sup>TH</sup> DAY OF JANUARY, 2009.

CITY OF LA VISTA

\_\_\_\_\_  
Douglas Kindig, Mayor

ATTEST:

\_\_\_\_\_  
Pamela A. Bueth, CMC  
City Clerk

## STANDARD SERVICES AGREEMENT

This Agreement is made as of \_\_\_\_\_, 20\_\_\_\_, by and between City of LaVista ("Client") and EDAW, Inc., an AECOM company ("EDAW").

The owner (if not the Client) of the Project and Project property is:

Name: City of LaVista

Address: 8116 Park View Blvd, LaVista NE 68128

Name of Contact Person: Pam Buethe

As provided in this Agreement, EDAW will provide professional planning and design services for the following project (the "Project"):

**84<sup>th</sup> Street Redevelopment Vision Project:** a redevelopment, transportation and urban design plan for approximately 1 mile along 84th Street in the City of LaVista, State of Nebraska.

### Section 1. Scope of Services

- (a) EDAW will provide the "Basic Services" described in attached Schedule 1. The Basic Services will be provided as identified in Schedule 1. Each Phase shall be approved and accepted by Client, in writing, upon completion of such Phase(s). In addition, if authorized by Client, EDAW will provide the "Additional Services" described in attached Schedule 2. The Basic Services and the Additional Services authorized by Client shall be paid for by Client as provided below.
- (b) Certain of the Basic Services and Additional Services may be performed by consultants to EDAW, but EDAW will remain responsible for the full performance of such services.

### Section 2. Fees for Services

- (a) EDAW's fees for Basic Services for each Phase described in Schedule 1 shall be as set forth in attached Schedule 3. EDAW's fees for Additional Services shall be billed on an hourly basis at EDAW's current standard rates. EDAW's current hourly rate schedule is attached hereto as Schedule 4.
- (b) Fees and expenses of consultants to EDAW for services included within Basic Services or, where approved by Client, Additional Services shall be paid by Client in the amount invoiced to EDAW plus ten percent (10%) for handling and indirect costs.
- (c) Fees for any work required on an overtime basis, such as staffing to meet unanticipated expedited scheduling, will be invoiced at 1.5 times the normal billing rate.
- (d) The fees provided for in this Section 2 are based upon the assumption that Basic Services will be concluded, without Project delays, on or before December 31, 2009. If, for any reason other than the direct fault of EDAW, services to be performed hereunder are delayed or suspended for more than sixty (60) days or such services are not completed on or before December 31, 2009, EDAW's fees shall be increased based upon agreement to be negotiated between EDAW and Client.
  - (i) "Reimbursable Expenses: shall include actual expenditures made by EDAW in the interest of the Project and will be billed at the actual cost to EDAW plus ten percent (10%) for handling and indirect costs.

- (ii) Any tax and/or fees imposed by any taxing authority based upon gross revenues or sales shall be reimbursable in addition to the fee stated in this contract.

### **Section 3. Payment Terms**

- (a) Invoices are submitted by EDAW each month (not necessarily falling on the first or last day of the month) and shall be based on the progress on the project, as expressed in a percent of the total amount of the contract. Client shall notify EDAW, in writing, of any and all objections, if any, to an invoice within ten (10) days of the date of invoice. Otherwise, the invoice shall be deemed proper and acceptable by the Client. Amounts indicated on invoices are due and payable immediately upon receipt. Clients' account will be considered delinquent if EDAW does not receive full payment within thirty (30) days after the invoice date.
- (b) A service charge will be applied at the rate of 1.5 percent per month (or the maximum rate allowable by law) to delinquent accounts. Payment thereafter will be applied first to accrued interest and then to the principal unpaid by the Client.
- (c) If a delinquency by Client occurs, EDAW may choose to suspend work. If such a decision to suspend work is made, EDAW will notify Client in writing. EDAW may choose to recommence work once a delinquency is completely cured and any and all attendant collection costs, fees, increases in costs or fees, to other amounts required to be paid by Client under this agreement are made in full. If a delinquency by Client occurs and EDAW chooses not to suspend work, no waiver or estoppel shall be implied or inferred. Client agrees and understands that if EDAW decides to so suspend its work, EDAW shall not be liable for any costs or damages, including but not limited to delay and consequential damages, to the Owner, Client, or any other third party, that may arise from or be related to such suspension of work. Client agrees to hold EDAW harmless from and completely indemnify EDAW from and against any and all damages, costs, attorney's fees, and/or other expenses which EDAW may incur as a result of any claim by any person or entity arising out of such suspension of work.
- (d) If any litigation or collection proceedings arise out of payment default by Client, EDAW shall be entitled to reasonable attorneys' fees and costs for recovery of said amounts. Copying of drawings, specifications, reports, cost estimates and other documents prepared in connection with the services of EDAW under this Agreement.

### **Section 4. Client's Responsibilities**

Client agrees to provide full, reliable information regarding its requirements for the Project and, at its expense, shall furnish the information, surveys and reports, if any, listed on attached Schedule 5. In addition, Client agrees to provide, at its expense and in a timely manner, the cooperation of its personnel and such additional information with respect to the Project as may be required from time to time for the performance of EDAW's work. Client shall designate a Project Representative authorized to act on behalf of Client with respect to this Agreement and agrees to render any decisions promptly to avoid unreasonable delay to the Project and the performance of EDAW's work.

### **Section 5. Termination**

This Agreement may be terminated by either Client or EDAW by giving written notice at least thirty (30) days prior to the date of termination. In the event of such termination, Client shall pay EDAW for services and Reimbursable Expenses performed or incurred prior to the termination date plus all costs and expenses directly attributable to such termination for which EDAW is not otherwise compensated.



**Section 6. Access to the Site; Photographs**

EDAW and EDAW's employees and consultants shall have access to the Project site at all reasonable times and shall be permitted to photograph the Project during construction and upon completion for its records and future use.

**Section 7. Use of Documents**

Plans, drawings and specification or other writings or documents prepared or provided by EDAW hereunder are prepared for this Project only, but may be used by EDAW for purposes of illustrating the scope and nature of project involvement. EDAW shall provide Client with a reproducible set of drawings and specifications for its records. They shall not be used by Client for other projects or extensions to the project without the written agreement of EDAW. Client further agrees to hold EDAW harmless and indemnify EDAW from and against any and all damages, losses attorney's fees, costs, and/or expenses which EDAW may incur as a result of a claim by any party or entity, arising out of an unauthorized use of said plans, drawings, specifications, and/or documents.

**Section 8. Miscellaneous**

- (a) Client and EDAW each bind itself and its successors and assigns to this Agreement. Neither Client nor EDAW shall assign or transfer its interest in this Agreement without the written consent of the other.
- (b) Client agrees that EDAW's liability for negligence to Client shall be limited to the amount paid by Client hereunder for EDAW's fees for Basic Services and Additional Services.
- (c) This Agreement shall be governed by the laws of the State of Colorado. Any disputes arising in connection herewith shall be referred to the state or federal courts within the State of Colorado as first-instance courts of exclusive jurisdiction to which both parties hereby submit. To the greatest extent permitted by law, Client and EDAW hereby waive all rights to trial by jury. The prevailing party in any dispute between the parties in connection herewith shall be entitled to all costs and expenses, including without limitation, reasonable attorney's fees and expenses incurred, provided that such costs shall be limited in amount to the lesser of (i) \$50,000 and (ii) the amount payable by Client hereunder for EDAW's fees for Basic Services and Additional Services.
- (d) This Agreement represents the entire Agreement between Client and EDAW. This Agreement may be amended only by a writing signed by both Client and EDAW.

La Vista 84<sup>th</sup> Street

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(e) Any individual who signs this Agreement on behalf of Client or EDAW, represents, promises, and guarantees, that he or she is fully authorized to execute this Agreement on behalf of the respective party.

EDAW, Inc.

An AECOM corporation

DATE:

By: \_\_\_\_\_

Its: Vice President

Address:

240 E. Mountain Avenue  
Fort Collins CO 80524

Attention:

Greg Hurst, Vice President

Client: City of LaVista

DATE:

By: \_\_\_\_\_

Its: \_\_\_\_\_

Address:

8116 Park View Blvd  
LaVista NE 68128

Attention:

\_\_\_\_\_

## **SCHEDULE 1**

### **EDAW's Basic Services**

#### **Task A. Project Start-Up**

##### **A1. Project Start-Up Meeting**

The consultant will attend a meeting with City staff to identify concerns and issues, review information needs and discuss expectations for the process and products. During this meeting, key stakeholders and agencies that are important to the development of the Vision Plan will be identified in preparation for the Stakeholder Meetings. In addition, any necessary scope and schedule refinements will be identified.

##### **A2. Study Area Tour**

Following the project start-up meeting, the consultant will tour the Plan Area with City staff to discuss issues and opportunities related to the 84th Street corridor. The consultant will take digital photographs of key locations and the surrounding context to document the Plan Area's characteristics.

##### **A3. Scope Refinement**

If necessary, the consultant will refine the project scope of work, including the public outreach program or schedule, to reflect the discussion held with City staff during the Project Start-Up Meeting. The consultant will work with City staff to determine when scope substitutions may be made during the process and how to keep these changes within the existing project budget.

##### **A4. Review Existing Materials**

Our team will gather and carefully analyze all relevant data and studies related to this project area. This will include development plans, traffic counts and studies, infrastructure data, property ownership, taxes, values, National Citizen's Survey (November of 2007), and leasing data as may be available.

##### **A5. Establish Working Group**

The consultant will work with City staff to establish the Working Group for the Vision Plan. The consultant will suggest departments and agencies that should be represented on the Working Group, and the City will be responsible for determining who should participate. The Working Group should number in the range of 14 to 18 people. The Working Group will be appointed through a process as directed by the City Council. The consultant will prepare brief summaries of each Working Group meeting. The City will provide the venue for this and all meetings.

##### **A6. Base Map Preparation**

The consultant will use ArcView 9.x compatible shapefiles and/or geodatabases provided by the City/County for the development of a detailed base map and subsequent maps to be used throughout the planning process. The base map will show the Plan Area boundary and surrounding areas for context, parcel boundaries, and other relevant features. After creating the initial base map, the consultant will provide a copy to the City for review and approval prior to use in subsequent phases of the project.



#### **A7. Project Website Materials**

Materials produced during the project will be provided in digital format for posting on the City's web site.

#### **A8. Targeted Outreach**

The consultant will conduct up to five meetings with local community groups prior to the first Community Workshop. The City will assist the consultant in the identification of the groups and contact information.

#### **A9. Speaker Series/Educational Forums**

The consultant will organize up to four Educational Forums with speakers and topics related to the Vision Plan process. The consultant will arrange for speakers, setting up dates and times; then provide the information on each scheduled speaker to City staff, including a short bio and description of the speaker's topic. At least one representative of the consultant will attend each Educational Forum event. The City will provide the notification of and venue for the Forums.

## **A10. Demographic & Market Overview**

ERA will review corridor real estate development trends for retail, office, and residential development, as well as conduct an analysis of the demographic trends and market drivers in the Omaha area. The overview will include a summary of recent projects, tenants, lease rates and land values, and proposed developments in the local area and region.

The Retail Market analysis will include:

- Assessment of current retail market conditions, lease rates, vacancy trends, and regional competition.
- Estimation of current retail store sales based on local data.
- Calculation of local, resident driven retail sales potential.
- Comparison of potential sales to current store sales to estimate market penetration / leakage.

The Office Market analysis will include:

- Assessment of recent inventory growth trends,
- Analysis of underlying land economics, including lease rates, land values, development costs, and developer return expectations.
- Review of recent projects, their size, amenities, target markets, and anchor tenants.

The Residential Market analysis will include:

- Review of multi-family / single family permit trends.
- Assessment of market share capture.
- Understanding of unit amenities, sales prices, lot sizes, and density levels.
- Review of competing developments, including higher density product, with discussion of finished lot inventory implications.

Along with the real estate assessment, ERA will also explore local demographic trends, focusing on population and income data as well as lifestyle segmentation information.

The product from this research will be a menu of potential land uses that should be considered for the corridor to serve local residents, as well as regional destinations. Potential niche uses that could be grouped into a district, which could differentiate this area from other locations in the region, will also be identified.

### Task A Products:

PDF version of schedule

Meeting summaries (digital)

PDF version of the Demographic and Market Overview report

## **Task B. Initial Outreach**

### **B1. Newsletter #1**

The consultant will provide digital files for a supplement to the CityWise quarterly newsletter summarizing progress on the Vision Plan to date and describing meetings and opportunities for input. Survey questions will be incorporated into this newsletter as described in Task B3.

## **B2. Stakeholder Meetings**

The consultant will conduct up to eight, one-hour Stakeholder Meetings, based on a list to be developed in conjunction with City staff. The meetings will be scheduled by the City and scheduled during consecutive days and evenings when other meetings that involve travel by EDAW are to occur. The consultant will produce a memorandum summarizing the information gathered in the Stakeholder Meetings. The memorandum will include key issues identified by stakeholders but will preserve the anonymity of individual participants.

## **B3. Community Survey**

Up to 5 questions will be prepared for inclusion in the first City newsletter. The questions will open-ended, allowing for individualized responses. Our scope assumes that up to 350 surveys will be returned and require data entry and analysis. Survey responses that are received on the web will be compiled by the City, given to the consultant for analysis, and are part of the total 350 responses included in this scope. A summary report will be prepared of the results.

## **B4. Working Group Meeting #1**

At the Working Group's first official meeting, a formal overview of the Vision Plan process will be provided and the Working Group's role in that process will be explained. Each participant to describe their interest in the corridor, identify the area's greatest assets, greatest challenges or areas of concern, and identify examples of areas that the area could be like. These lists can then be used as the basis for conducting a Mobile Tour with the group, and developing the Principles and Vision statement. The consultant will also present the draft walking tour route, including key stops, and ask the members for their feedback in advance of the public walking tours. The Working Group members will be asked to join the Public Walking Tours.

## **B5. Public Walking Tours**

The City will notify each address along the corridor. Public walking tours will be conducted on two successive days. The consultant will provide up to 4 digital cameras for subgroups to take pictures of places that the group considers to be notable. In conjunction with those photos, a note-taker will be selected to write down the reason for the photo being taken. This approach will give the consultant valuable information from the tours regarding items of importance to the walking tour participants. Where appropriate, these photos will be used in presentations as the project progresses to illustrate issues raised by community members. In the event of inclement weather, the consultant will plan to proceed with the walking tours unless City staff directs that the tour be postponed and the subsequent tasks be delayed similarly.

The results of the walking tours will be assembled, photos keyed to the base map, and comments displayed.

## **B6. Mobile Tour**

The consultant will coordinate and provide a guided bus tour for the Working Group and City staff. The goal of the bus tour will be to visit good examples of projects, sites and neighborhoods that are relevant to the Vision Plan process. The tour will provide the Working Group members with a range of case studies that show examples of successful community development projects in a series of similarly scaled development conditions. This tour will take place on a weekday and will last 1/2 to 3/4 of a day.

Some of the example projects may emerge from suggestions made during the first Working Group meeting.

## **B7. Data Maps and Opportunities and Constraints Summary**

The conditions of the corridor will be documented for use in meetings to establish a common understanding of the area's opportunities and constraints. On a GIS aerial base, the EDAW team will develop inventory maps of



parcel ownership, land uses, physical conditions, circulation and other features, and prepare a composite opportunities and constraints exhibit.

### **B8. Community Workshop #1**

At the first Community Workshop, the consultant will start with a brief summary of the process that will be followed to develop the Vision Plan. Following that introduction, the results of the walking tours will be provided, summarizing opportunities and constraints that were heard from walking tour participants. The issues, concerns and ideas identified by stakeholders will be summarized. The attendees will be asked for additional input on opportunities and constraints. Following the discussion of opportunities and constraints, the consultant will provide a brief presentation on the interrelationship of land use and circulation along transportation corridors such as 84th Street. This educational presentation will provide context for participants as they work to develop a vision for the 84<sup>th</sup> Street Redevelopment Project. The presentation will be followed by questions from the audience and discussion facilitated by the consultant and City staff.

Similarly, the consultant will present a summary of the range of economic possibilities. This will include a discussion of the types of businesses that the community could expect to see develop along 84th Street given the local market, parcel sizes and existing businesses in the area. The presentation will be followed by questions from the audience and discussion facilitated by the consultant and City staff. Meeting notification will be the responsibility of the City, as well as the venue and any desired refreshments. Meeting summary will be provided by EDAW in digital form.

### **B9. Draft Principles**

Based on the results from the outreach efforts to date, a set of draft Principles will be developed to guide the decision-making process. These Principles may address community form, safety, quality, sustainability, image, circulation, density, or many other topics. The draft Principles will be sent digitally to the City for distribution to the Working Group for review prior to their second meeting.

#### Task B Products:

Meeting summaries (digital)

PDF summary of walking tour, including photos and comments

PDF version of the Demographic and Market Overview report

PDF version of Draft Principles

1 large plot of all graphic exhibits

PDF files of graphic exhibits.

#### Task C. Developing a Vision

### **C1. Newsletter #2**

The consultant will prepare a supplement to the CityWise newsletter that summarizes the information presented at Community Workshop #1 and invites community members to participate in Community Workshop #2.

## **C2. Working Group Meeting #2**

Prepare for and attend a Working Group meeting. The meeting will be carefully crafted, beginning with review of the draft Principles that emerged from the first meeting. The Principles will be used to evaluate the alternatives and determine which ideas may best achieve them. During the process, the Principles may be refined and specific goals added. The evaluation of alternatives will not be a numeric rating, but a general consensus on the pros and cons associated with each. How the alternatives are communicated and illustrated is discussed in the next subtask.

## **C3. Range of Possible Alternatives**

EDAW will create 2 or 3 plans and a SketchUp model of the corridor that illustrates alternatives in 3D and address basic choices regarding land uses, massing and scale, and circulation. Traffic patterns and circulation alternatives will be incorporated and implications for changes to the existing infrastructure identified. The alternatives will also address major decisions regarding potential area-wide sustainability measures, such as reduced pavement widths, storm water management strategies, reuse of building shells, and on-site power generation. The alternatives will explore how to better connect both sides of the corridor visually, as well as from a pedestrian perspective. The initial alternatives will be reviewed with the Working Group, and refined into two plan and SketchUp alternatives that show more detail for the second Community Workshop. Hand-drawn or digitally rendered sketches will be prepared from key viewpoints to illustrate the character in more detail.

The plan alternatives will be accompanied by choices on the design theme for improvements to the public realm. Entry signage or monuments, lighting, decorative walls, paving, bus shelters, site furnishings, landscape character, and other potential elements will be displayed in digitally rendered graphics. Two alternative kit-of-parts for design elements will be prepared, as well as illustrations that show them in context.

## **C4. Property Valuation and Gap Analysis**

The appraisal / market value analysis performed in Task A will identify potential uses for the corridor. This task builds upon the data and determines property values for the parcels, which will be used as a basis for the Gap Analysis. ERA will work with City officials and the local assessor to document recent land and property sales trends for the corridor and the broader regional market. Recent sales will be categorized by land use, with distinctions made between zoning, density, and mix of tenants.

This property valuation process will help clarify relationships between current land values, cost of improvements and lease rates, given a specific type of improvement (retail strip center, office building, etc.). This will illuminate the potential gaps in a developer's financial model, which may be barriers to redevelopment.

## **C5. Developer Outreach and Input**

Schemmer will facilitate up to 4 meetings with local developers to gain their valuable insight into commercial and mixed-use development in the area.

## **C6. Community Workshop #2**

At this second workshop, the consultant will present the range of alternatives developed in Task C.3. The consultant and City staff will work with the community in small groups to gather their feedback on these alternatives, including whether there are additional alternatives that should be considered and their preferences for each topic presented. Each small group will be asked to summarize their results, including expressing a preference for a particular set of alternatives.



Task C Products:

Meeting summaries (digital)

1 large plot of all graphic exhibits

Digital files of graphic exhibits

**Task D. Vision Plan Preparation**

**D1. Community Vision Statement**

The community's vision for 84th Street will be captured in a series of refined principles that summarize the direction that is foreseen for this area of the City. These will cover topics including types of development, approaches to circulation, and connections to the remainder of the City. These principles will be followed by a series of more specific goals that will help the community see how the vision can be achieved. In addition to written form, we will prepare up to 4 sketches to illustrate the Principles.

**D2. Conceptual Plan**

A Conceptual Plan will also include a sample street cross-section and/or plan view to illustrate treatments for the Plan Area. The plan will be prepared in a highly graphic form and include a massing study in SketchUp digital model as an illustrative overlay to this model that show the scale of the proposed development.

**D3. Working Group Meeting #3**

Attend and facilitate Working Group meeting #3. The Working Group will review the Vision Statement and Conceptual Plan, providing feedback and suggestions for refinement.

#### **D4. Revised Vision Statement and Conceptual Plan**

The consultant will work with City staff to determine the modifications to be made to the Draft Vision Statement and Conceptual Plan, working to incorporate feedback from both City staff and the Working Group. The consultant will prepare a Public Review Draft of these two components for use in the final community Workshop, Working Group meeting, and meetings with the Planning Commission and City Council.

#### **D5. Newsletter #3**

The third supplement to the CityWise newsletter will summarize the Community Vision Statement and Conceptual Plan. It will include a comment card for readers to provide comment directly to the City, as well as information on Community Workshop #3 at which participants will again have an opportunity to comment on these key components of the Vision Plan. The consultant will provide digital files to the City of distribution. The city will compile the comments received from the public.

#### Task D Products:

Meeting summaries (digital)

1 large plot of all graphic exhibits

Digital files of graphic exhibits.

#### Task E. Vision Plan Refinement

##### **E1. Community Workshop #3**

At this final community workshop, the consultant will present the principles that make up the Vision Statement, illustrating them for the participants with examples of places that show how the principles could be followed in La Vista. The consultant will also present the Conceptual Plan, showing how the principles would be applied in specific places throughout the Plan Area. The consultant and City staff will work with the group as a whole to go through the principles and Conceptual Plan in more detail, answering questions and gathering input from the participants.

##### **E2. Working Group Meeting #4**

The fourth Working Group meeting will give the members a chance to see the changes that have been made to the Vision Statement and Conceptual Plan since they saw them initially, and to hear how they were received by the public. The consultant and City staff will describe the remainder of the process to the Working Group and explain their involvement through the final phases of the project.

##### **E3. Planning Commission Workshop**

The Planning Commission workshop will be held at a time when several hours can be devoted to their review of the Vision Statement and Conceptual Plan. The format will be that of a workshop rather than a hearing, so the Commissioners are able to sit around a table together to look at maps and diagrams, review the process and understand the results. The Planning Commission will be asked to give detailed feedback on the Vision Statement and Conceptual Plan. This information, and any recommendations for modifications, will be forwarded to the City Council. The consultant will facilitate this workshop.

#### **E4. City Council Meeting**

The City Council will have the opportunity to review the Vision Statement and Conceptual Plan and will hear a summary of the process from which they resulted. The Council members will also hear a summary of recommendations from the Planning Commission and will be asked to recommend that the consultant move ahead with preparation of a final Vision Plan, with any modifications requested by the City Council. The consultant will attend and make the presentation at this meeting.

#### **E5. Final Vision Plan**

The consultant will prepare an Administrative Draft of the Final Vision Plan for City staff review. It will include the following components:

- **Introduction and Summary of Process.** This section will set the stage for the remainder of the document, summarizing why the Vision Plan was undertaken, the process that led up to the Vision Plan and how this fits into other planning efforts in La Vista.
- **Vision Statement.** The Community Vision Statement will include broad principles for the future of the 84th Street corridor, followed by a series of more specific goals identifying how the vision can be achieved.
- **Conceptual Plan.** The Conceptual Plan will graphically illustrate the Vision Statement, providing a land use diagram showing the types of uses envisioned in the Plan Area, and including street cross-sections and/or plan views where appropriate.
- **Next Steps.** The final section of the Vision Plan will provide a descriptive list of necessary tasks to implement the vision, such as a Specific Plan/Implementation Plan, Zoning Ordinance amendments and/or Comprehensive Plan amendments. Once City staff has reviewed the administrative draft and provided comments, the consultant will prepare a Final Vision Plan for publication.

The consultant will review and adjust the outline of the report after the initial planning efforts are well underway. It may be desirable to include a summary of existing conditions, the alternatives that were considered, and other analyses prepared during the process.

#### **Task E Products:**

Word and PDF digital files of the Administrative Draft and Final Vision Plan.

Twenty-five color copies of the Final Vision Plan (assumes a maximum of 50 double-sided pages each report).

Digital GIS data files.

#### **E6. Newsletter #4**

The consultant will provide a digital file to be a supplement to the CityWise newsletter that summarizes the information in the Final Vision Plan, indicate how interested readers can get a copy and explain what will happen next as the City works toward the implementation of the resulting 84th Street Redevelopment Project.

**SCHEDULE 2**  
**Additional Services**

"Not Applicable"

### **SCHEDULE 3**

#### **Fees**

Total labor and expenses: \$199,789



**SCHEDULE 4**

**EDAW Current Hourly Rate Schedule**

To be provided

## **SCHEDULE 5**

### **Information to be provided by Client**

GIS base data, including zoning, parcel boundaries, land ownership, utilities, topography, and aerial photography if available.

Current development activity information

Census data

## SCHEDULE 6

### Insurance

City requirements?