



MEMORANDUM

TO: Mayor and City Council

FROM: Alice Wakefield, Community Development Director

DATE: April 14, 2014

SUBJECT: Approval of Pond and Company to develop the East & West Alley Master Plan and a budget amendment in the amount of \$66,500

On March 26, 2014, the Community Development and Transportation Committee approved moving the proposal to develop an East Alley/West Alley Master Plan forward and a budget amendment. The purpose of the master plan is to have a comprehensive development approach in the alleys built on consensus and good planning principles including land use, transportation and stormwater. Staff's recommendation is that POND and Company, one of the City's on-call firms, be approved to prepare the master plan. POND is a multi-disciplinary firm with planners, architects and engineers. POND has done previous work for the City including engineering studies, the HBR/400 design guidelines, and the 2030 Comprehensive Plan.

The scope has been revised to reflect coordination with Environmental and Public Works Department (E/PWD)'s on-call firm to assess stormwater management needs in the alleys. As requested, the attached study area boundary map has been revised to show Web Street as a primary focus from Canton Street to Mimosa and the remainder as a secondary focus.

Attached is a revised proposal from POND & Company to complete the master plan at a cost of \$66,500. This is a reduction from \$69,000 which was in the original proposal. The budget amendment needed is in the amount \$66,500 from operating contingency.

Attachment: Revised Proposal
Revised study area boundary map