



## Legislation Text

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**File #:** 24-2049, **Version:** 1

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**To:** Board of Supervisors

**From:** John Kopchik, Director, Conservation and Development

**Report Title:** Contract Amendment with PlaceWorks, Inc., for Envision Contra Costa

Recommendation of the County Administrator  Recommendation of Board Committee

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### RECOMMENDATIONS:

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with PlaceWorks, Inc., to increase the payment limit by \$962,716 to a new payment limit of \$5,002,183, extend the term through December 31, 2026, and revise the scope of work to include additional consulting services related to updating the County General Plan, Climate Action and Adaptation Plan (CAAP), and Zoning Code.

### FISCAL IMPACT:

The work authorized under this contract amendment will be funded from the Land Development Fund (ORG #2601).

### BACKGROUND:

In December 2017, the Board of Supervisors directed the Department of Conservation and Development (DCD) to update the County General Plan and County Zoning Code, a project now called “Envision Contra Costa.” The Board authorized a contract with PlaceWorks in August 2018 to provide consulting services for the General Plan and Zoning Code updates, and an update to the County’s Climate Action Plan (CAP), which was added to the project scope during the contract solicitation. Subsequent contract amendments in November 2021, July 2022, and December 2022 revised the original scope of work to include additional General Plan and CAP work, preparation of the General Plan Housing Element 6<sup>th</sup> Cycle Update with its accompanying environmental impact report, and preparation of Objective Design and Development Standards (ODDS). Those amendments increased the contract payment limit from \$3,190,376 to \$4,039,467 and extended the term through December 31, 2024.

The Board adopted the 6<sup>th</sup> Cycle Housing Element in December 2023. DCD staff anticipates Board adoption of the Contra Costa County 2045 General Plan and Contra Costa County CAAP 2024 Update in September or October 2024. Approximately 10-15 percent of the funding for the proposed contract amendment would go toward final work on the General Plan and CAAP updates (e.g., ongoing project management and preparing final edits and findings) and replenishing the project’s contingency budget, including funds spent to complete the Housing Element. The remainder would fund tasks associated with the comprehensive Zoning Code update, including project management, public outreach/engagement, and preparation of the updated Zoning Code,

along with completion of the ODDS.

The terms of the proposed contract amendment have been reviewed and approved by County Counsel.

**CONSEQUENCE OF NEGATIVE ACTION:**

If the proposed contract amendment is not authorized, the General Plan, CAAP, and Zoning Code updates will not be completed.