



CITY OF MILPITAS

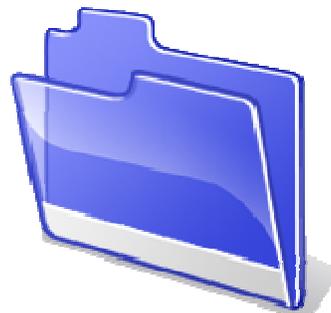
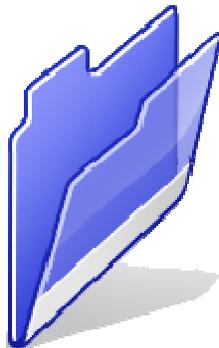
455 EAST CALAVERAS BOULEVARD, MILPITAS, CALIFORNIA 95035-5479
GENERAL INFORMATION: 408-586-3000, www.ci.milpitas.ca.gov

04/05/2016

Agenda Item No. 9



ATTACHMENT RELATED TO AGENDA ITEM AFTER AGENDA PACKET DISTRIBUTION



City of Milpitas, California

BUDGET CHANGE FORM

Type of Change	From		To	
	Account	Amount	Account	Amount
Check one: <input checked="" type="checkbox"/> Budget Appropriation <input type="checkbox"/> Budget Transfer	100-3683	100,000	100-512-4237	100,000

Approve Amendment No. 2 to the Agreement with M Group for Planning Services in the Amount of \$100,000 for a Total Agreement of \$290,000 (Staff Contact: Bill Ekern, 408-586-3273)

Background: The City entered into an agreement for planning services with M Group in March 2015 for \$140,000. The agreement was amended in December 2015, for an additional \$50,000, for a total agreement of \$190,000. M Group is providing day to day line support for the Planning Department, covering the public counter, answering telephone questions, meeting with applicants, reviewing applications, coordinating design and project review with other city departments and outside agencies, preparing written and oral reports for the Planning Commission and City Council, as well as spending considerable time after the completion of the Planning permit process reviewing building permit applications for conformance with conditions of approval. The firm currently provides a principal planner for work on major, complex projects (such as the recently approved Landmark Towers), and an assistant planner for smaller projects and public interaction.

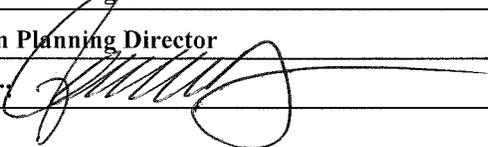
Services provided by this group, in addition to the support provided by two other firms, enables City staff to also provide these services to the residents and businesses in compliance with the state laws requiring timely review of projects and to assure that all projects conform to the City's codes. The volume of development, not just new projects, but approved projects now undergoing building and engineering review for construction, simply outstrips the resources of the City staff. By continuing to fund M Group, the City will continue to meet the expectations of its residents for timely and complete review of projects.

Fiscal Impact: None. The planning consultant agreement is cost recovery, so there is no fiscal impact to the City.

Recommendation: Approve the Second Amendment to the Agreement with M Group for planning services in the amount of \$100,000, for a total agreement of \$290,000.

Check if City Council Approval required.

Meeting Date: April 5, 2016

Requested by:	Bill Ekern, Interim Planning Director	Date:
Department Head:	Bill Ekern, Interim Planning Director	Date:
Reviewed by:	Finance Director: 	Date: 4/5/2016
Approved by:	City Manager:	Date:
Date approved by City Council, if required:		Confirmed by: