

**City of Yuba City
Administrative Services Department
Staff Report**

Date: November 21, 2006
To: Honorable Mayor & Members of the City Council
From: Steven C. Kroeger, Assistant City Manager

Summary

Subject: Consulting Services related to the Harter Specific Plan Financing Strategy and Phasing Plan.

Recommendation: Authorize the use of Brion and Associates of Santa Rosa, CA for consulting services related to the Harter Specific Plan Financing Strategy and Phasing Plan in an amount over \$25,000 with the finding that it is in the best interest of the City; approve related supplemental appropriation in the amount of \$20,000.

Alternative: Direct staff to solicit proposals from other consultants

Fiscal Impact: \$44,500. Funding for these services is provided through the Harter Specific Plan fees.

Details

Background: Brion and Associates (B&A), working with Renaissance Project Management as a sub-consultant, prepared the Harter Specific Plan – Financing Strategy and Phasing Plan (the “Plan”) for the Harter Packing Company and the City of Yuba City. This effort culminated in the adoption of the Financing Plan by the City Council on October 26, 2004.

Following the adoption of the Plan, the City of Yuba City and the Harter Packing Company began tracking events during project development, such as the completion of improvements, payment of Plan fees, reimbursements, and changes. B&A then prepared the Harter Implementation and Reimbursement Model (the “Model”) based on the version of the financing plan in effect at the time. Since then, construction of some of the improvements has taken place in relation to the MarketPlace project and some of the Plan’s requirements have become due. The City has been collecting funds from the MarketPlace as specified in the Financing Plan and is holding them in a separate fund to reimburse for costs associated with administering the Plan.

The City has an existing agreement with Brion and Associates to provide consulting services related to the implementation of the Harter Financing Strategy and Phasing Plan. In light of Plan updates related to a requested General Plan amendment for land use changes and Model updates related to a significant increase in the cost of infrastructure, total contract costs for B&A will exceed the \$25,000 authorization level of staff. Accordingly, staff is requesting authorization of the Council to continue to use the services of Brion and Associates for this project.

Harter Specific Plan

