



AGENDA REPORT

Meeting Date: December 19, 2011
Item Number: G-10
To: Honorable Mayor & City Council
From: Susan Healy Keene, AICP, Director of Community Development
Subject:
APPROVAL OF AMENDMENT NO. 1 TO THE AGREEMENT BETWEEN THE CITY OF BEVERLY HILLS AND LILLEY PLANNING GROUP FOR AS-NEEDED PLANNING CONSULTANTS, AND;
APPROVAL TO ISSUE A PURCHASE ORDER IN THE AMOUNT OF \$100,000 FOR THE SERVICES DESCRIBED

Attachments: 1) Agreement

RECOMMENDATION

Staff recommends that the City Council approve a \$100,000 amendment to the agreement between the City of Beverly Hills and Lilley Planning Group for as-needed planning consultants and a purchase order in the amount of \$100,000 for a total not-to-exceed amount of \$150,000 for the contracted services.

INTRODUCTION

Lilley Planning Group has provided supplemental planning consulting services to the City since 2008. Lilley Planning Group has been selected for this agreement based on their specialized planning consulting services and consistent ability in providing a high degree of professional technical skill and expertise.

DISCUSSION

On July 28, 2011, the City entered into an agreement with Lilley Planning Group for as-needed planning consultants. Due to a leave of absence of one planning staff member, and increase in planning reviews; it has become necessary for the Community

Development Department's current planning program to seek outside consulting services to assist staff with planning duties and meet development review turn-around times.

Staff is requesting that Lilley Planning Group be allowed to continue providing the City with as-needed planning consultants to accommodate increases in demand and services to the public.

FISCAL IMPACT

The cost to perform the as-needed planning services will be covered by salary savings from the department.



Scott Miller
Finance Approval

Susan Healy Keene, AICP
Approved by:


Attachment 1

AMENDMENT NO. 1 TO THE AGREEMENT BETWEEN THE CITY OF
BEVERLY HILLS AND LILLEY PLANNING GROUP FOR AS-NEEDED
PLANNING CONSULTANTS

NAME OF CONTRACTOR: Lilley Planning Group

RESPONSIBLE PRINCIPAL OF CONTRACTOR: Jennifer A. Lilley, AICP, President

CONTRACTOR'S ADDRESS: 138 West Amerige Avenue
Fullerton, CA 92832
Attention: Jennifer A. Lilley, AICP, President

CITY'S ADDRESS: City of Beverly Hills
455 N. Rexford Drive
Beverly Hills, CA 90210
Attention: Susan Healy Keene, AICP
Director of Community Development Department

COMMENCEMENT DATE: July 11, 2011

TERMINATION DATE: June 30, 2012, unless extended pursuant to Section 2 of the Agreement

CONSIDERATION: Not to exceed \$ 150,000.00 and based on the hourly rate set forth in Section B of the Agreement

AMENDMENT NO. 1 TO THE AGREEMENT BETWEEN THE CITY OF BEVERLY HILLS AND LILLEY PLANNING GROUP FOR AS-NEEDED PLANNING CONSULTANTS

This Amendment No. 1 is to the Agreement between the City of Beverly Hills (hereinafter called "CITY"), and Lilley Planning Group (hereinafter called "CONTRACTOR") dated July 28, 2011, and identified as Contract No. 284-11.

RECITALS

A. CITY entered into a written contract with CONSULTANT for as-needed planning consultant services.

B. CITY desires to amend the Agreement to increase the Compensation for additional services.

NOW, THEREFORE, the parties agree as follows:

Section 1. The Consideration shall be amended as set forth above

Section 2. Except as specifically amended by this Amendment No. 1, the Agreement dated July 28, 2011, and identified as Contract No. 284-11, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 1 on the _____ day of _____, 2011, at Beverly Hills, California.

CITY OF BEVERLY HILLS,
A Municipal Corporation

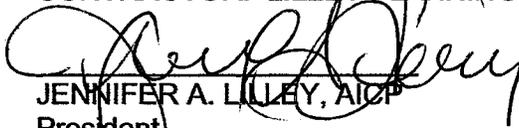
BARRY BRUCKER
Mayor of the City of
Beverly Hills, California

ATTEST:

BYRON POPE
City Clerk

[Signatures continue]

CONTRACTOR: LILLEY PLANNING GROUP


JENNIFER A. LILLEY, AICP
President

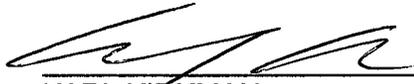
APPROVED AS TO FORM:


LAURENCE S. WIENER
City Attorney

APPROVED AS TO CONTENT:

JEFFREY KOLIN
City Manager


SUSAN HEALY-KEENE, AICP
Director of Community Development


KARL KIRKMAN
Risk Manager