



**TO:** Board of Contracts and Awards  
**FROM:** Brian Boudet, Planning and Development Services Department <sup>BBB</sup>  
Elliott Barnett, Associate Planner, Planning and Development Services Department  
**COPY:** City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and  
Chuck Blankenship, Finance/Purchasing  
**SUBJECT:** Tacoma Mall Neighborhood Subarea Plan and Environmental Impact Statement (EIS),  
Contract Amendment 2 to Expand Scope and Budget  
Contract No. 4600010695 – March 22, 2016  
**DATE:** March 7, 2016

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**SUMMARY:**

The Planning and Development Services Department requests approval to increase Contract No. 4600010695 with *3MW Studio LLP*, dba *3 Square Blocks, LLP*, Seattle, Washington, in the amount of \$15,647.97, sales tax not applicable, to provide additional assistance to the City in the development of the Tacoma Mall Neighborhood Subarea Plan and EIS. This increase will bring the contract to a cumulative total of \$258,237.97, sales tax not applicable.

**STRATEGIC POLICY PRIORITY:**

- Foster a vibrant and diverse economy with good jobs for all Tacoma residents.
- Assure outstanding stewardship of the natural and built environment.

This effort supports many of Tacoma’s strategic policy priorities, with a particular emphasis on fostering a vibrant and diverse economy and assuring stewardship of the natural and built environment. The Tacoma Mall Neighborhood is designated by the City of Tacoma and the Puget Sound Regional Council for substantial jobs and housing growth. To accommodate that growth in a sustainable and equitable manner, the area must function well on many levels. Well-planned infrastructure, services, transportation choices, housing, neighborhood amenities and appropriate guidance for growth and development are key components.

**BACKGROUND:**

The City is developing a Subarea Plan and EIS for the Tacoma Mall Neighborhood Subarea. The effort will result in a vision, goals and policy framework as well as programmatic environmental approval intended to catalyze development and positive change in the area. The Subarea Plan will fulfill Tacoma’s obligation under Vision 2040 to plan for designated Regional Growth Centers. A \$250,000 National Estuaries Program Watershed Protection Grant, administered by the State Departments of Ecology and Commerce, is the primary funding source.

The project is now in the draft plan and EIS development phase, supported by ongoing stakeholder engagement. The Planning Commission draft plan review phase is scheduled to begin in June 2016. Project information is available at [www.tacomamallneighborhood.com](http://www.tacomamallneighborhood.com). There is a project update scheduled for the March 22, 2016 Council Study Session.

This contract amendment would add a qualitative assessment of residential and mixed use development market potential to the consultant scope, and add \$15,647.97 to the contract budget to accomplish that work. Because additional funds became available from the Washington State Department of Commerce, the City has an opportunity to develop materials which will be useful in engaging with property owners and the business community, and in calibrating the plan. This will benefit the effort given that attracting business investment and promoting job growth in the area are key goals. Specifically, the scope will



include an assessment of comparable projects in the region, developer interviews, development of a communications strategy to engage with large national corporations, and a summary report.

This would be the second contract amendment for this project. The first amendment added an approximately 116-acre area to the planning effort, funded by a \$17,590 contribution from Pierce County. The first amendment was authorized by Council Resolution 39351 approved on January 5, 2016.

**ISSUE:** Staff are seeking Council authorization for this contract amendment, as required by the City’s professional services procedures for consultant budgets in excess of \$200,000.

**ALTERNATIVES:** The Council could direct staff to refrain from amending the current contract. The result would be a more limited analysis of market potential in the area.

**COMPETITIVE SOLICITATION:** The current contract was awarded through Request for Qualifications Specification No. PL14-0428F, which was opened October 28, 2014. Seventeen companies were invited to bid in addition to normal advertising of the project. Three submittals were received. The City convened a Selection Advisory Committee (SAC), which included City staff as well as representatives from Metro Parks Tacoma, the Tacoma Pierce County Health Department, and the South Tacoma Neighborhood Council. The SAC recommended *3 Square Blocks* as the preferred consultants on November 20, 2014.

<u>Respondent</u>	<u>Location (city and state)</u>	<u>Rank</u>
<b>3 Square Blocks, LLP</b>	<b>Seattle, Washington</b>	<b>1</b>
Via Architecture, Inc	Seattle, Washington	2
BERK Consulting, Inc	Seattle, Washington	3

**CONTRACT HISTORY:** This contract was originally awarded to 3 Square Blocks, LLP after approval through City Council Resolution 39169 dated April 14, 2015. The contract is effective as of May 11, 2015. Amendment No. 1 increased the contract by \$17,590, and was approved per Resolution 39351 dated January 5, 2016. This second increase will bring the cumulative contract total to \$258,237.97.

**SUSTAINABILITY:** The goals and objectives of this effort are deeply rooted in the principles of sustainability. The effort seeks to promote sustainable, concentrated, multi-modal growth in urban areas as an alternative to suburban development, thus reducing the overall impacts on natural systems and the Puget Sound.

**SBE/LEAP COMPLIANCE:** 3 Square Blocks, LLP is certified by the Washington State Office of Minority and Women’s Business Enterprises as a Disadvantaged Business Enterprise in compliance with federal and state regulations. The recommended firm is in compliance with the Small Business Enterprise (SBE) Regulation requirements per memorandum dated March 13, 2015.



**RECOMMENDATION:**

The Planning and Development Services Department requests approval to increase Contract No. 4600010695 with *3MW Studio LLP, dba 3 Square Blocks, LLP*, Seattle, Washington, in the amount of \$15,647.97, sales tax not applicable, to provide additional assistance to the City in the development of the Tacoma Mall Neighborhood Subarea Plan and EIS. This increase will bring the contract to a cumulative total of \$258,237.97, sales tax not applicable.

**FISCAL IMPACT:**

See below.

**EXPENDITURES:**

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
NEP Watershed Grant, 1195-BUILD, Misc Planning Grants	753200	5330100	\$225,000
Pierce County contribution, 1195-BUILD, Misc Planning Grant	753200	5330100	\$17,590
NEP Watershed Grant, 1195-BUILD, Misc Planning Grants	753200	5330100	\$15,647.97
<b>TOTAL</b>			<b>\$258,237.97</b>

\* General Fund: Include Department

**REVENUES:**

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
NEP Watershed Grant, 1195-BUILD, Misc Planning Grants	753200	4333261	\$225,000
Pierce County contribution, 1195-BUILD, Misc Planning Grant	753200	4337108	\$17,590
NEP Watershed Grant, 1195-BUILD, Misc Planning Grants	753200	4333261	\$15,647.97
<b>TOTAL</b>			<b>\$258,237.97</b>

**POTENTIAL POSITION IMPACT:**

POSITION TITLE	PERMANENT/ PROJECT TEMPORARY POSITION	FTE IMPACT	POSITION END DATE
<b>TOTAL</b>			

*This section should only be completed if a subsequent request will be made to increase or decrease the current position count.*



**FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$15,647.97**

**ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes**

**IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. N/A**