



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: May 23, 2017

TO: Honorable Mayor and Members of the City Council

FROM: David Woltering, Community Development Director

SUBJECT: Adopt Resolution Authorizing the City Manager to Execute a Contract in an Amount Not to Exceed \$785,000 with Dyett & Bhatia for Preparation of the Bayhill Specific Plan

BACKGROUND

The proposed City Council action would approve a contract for the preparation of the Bayhill Specific Plan and associated Environmental Impact Report. The Bayhill Specific Plan will guide anticipated development within the Plan Area over the next 20 years. The need for the Specific Plan for the area is the result of a request by YouTube for the City to consider the firm's proposed plans for growth within the Bayhill Office Park. The overall Planning Area will encompass the entire Bayhill Office Park and Shopping Center, which are generally bounded by Interstate 380 to the north, El Camino Real to the east, San Bruno Avenue West to the south, and Interstate 280 to the west. Nearby, there are a total of five adjoining properties adjacent to the existing Bayhill Office Park (four of which that front El Camino Real, and the other which fronts onto San Bruno Avenue West) that are located within the City's Adopted Transit Corridors Specific Plan Area. These five adjoining parcels would be incorporated into the Bayhill Specific Plan area.

YouTube has been a tenant within the Bayhill Office Park for approximately 10 years and initially occupied 901 Cherry Avenue. Over the past several years, YouTube has conducted several tenant improvements at the 901 Cherry Avenue site to enhance the work space environment and food service operations for the needs of its employees. More recently, YouTube purchased buildings at 900 and 1000 Cherry Avenue and completed comprehensive tenant improvements to accommodate their expanding workforce at those locations. YouTube plans to further expand its workforce in San Bruno and recently purchased six additional properties in the Bayhill Office Park. YouTube now owns eight parcels within the Office Park, which amount to approximately 900,000 square feet in total office space. The greater Bayhill Office Park contains a total of about 1.5 million square feet of office space and is approximately 73 acres in total area.

YouTube representatives contacted the City in late 2016 to share a long-term plan to fulfill some of the firm's future employment needs over a 20 year period within the

Bayhill Office Park. YouTube currently has approximately 1,700 employees in San Bruno and expects to increase its local employment population by roughly 350 employees annually. To accommodate this anticipated long-term employment growth, YouTube is interested in presenting a plan for phased redevelopment of some of its properties within the Bayhill Office Park to add office space and create a campus environment.

Staff informed YouTube representatives that other property owners' interests would need to be considered in the context of the firm's proposed expansion within the Bayhill Office Park. Accordingly, the City is requiring that YouTube fund the preparation of a comprehensive plan for the future development and redevelopment of the entire Bayhill Office Park Area. This more comprehensive plan is referred to as a Specific Plan.

Specific Plans are typically prepared for a limited geographic area within a city where growth is planned to occur. Specific Plans are similar to zoning ordinances in that they deal with the project implementation through development regulations; however, Specific Plans offer greater flexibility and the opportunity to tailor development standards toward the goals of a particular area.

Preparation of the Specific Plan will allow consideration of appropriate uses of land (land uses), and land use intensities/densities (commercial square footage/number of units) for all properties, along with a full range of transportation, utility, financing and other comprehensive considerations. An Environmental Impact Report (EIR) will be necessary to fully analyze all potential environmental impacts associated with the anticipated development/redevelopment of the Bayhill Office Park area presented in the plan. An economic analysis will also be required to study potential economic and fiscal impacts of YouTube's proposed development/redevelopment on the greater Bayhill Office Park and the City of San Bruno. Again, it is important to note that the Specific Planning process was the direct result of expressed interest of YouTube to grow into the office park and create a campus environment.

DISCUSSION

Staff distributed a Request for Proposals (RFP) to six firms that specialize in urban design and planning and, specifically, preparation of specific plans and strategic plans related to the proposed scope of work for this project. The City received proposals from three different firms; Dyett & Bhatia, Moore Iacofano Goltsman, Inc. (M.I.G), and Placeworks. Staff shared all three proposals with YouTube representatives. YouTube representatives provided initial feedback regarding the three proposals; however, they were not directly involved with the interview/selection process, which is consistent with past practice, as the City will administer the preparation of all the studies and work products associated with the Bayhill Specific Plan. An interview team consisting of the Community Development Director, City Attorney, and an Associate Planner conducted interviews with all three firms. Based on their approach and understanding of the project, local knowledge, ability to meet schedule expectations, and relevant experience, staff recommends that the City select Dyett & Bhatia. The Dyett & Bhatia

team includes six sub-consultants including ICF for preparation of the associated environmental review, Fehr & Peers for transportation/circulation analysis, Economic & Planning Systems to provide fiscal and economic analysis, Kimley-Horn for infrastructure analysis, Bottomley Design & Planning for streetscape and landscaping, and Van Meter Williams Pollack who has experience integrating housing as a part of recent corporate campuses in the Bay Area.

All three proposals shared a similar scope of work and approach for the preparation of the Specific Plan. However, Placeworks had significantly higher cost estimates for the preparation of the Specific Plan. Specifically, Placeworks cost estimate of \$947,942 was \$162,942 more than Dyett & Bhatia's cost estimate. MIG's proposed cost estimate of \$755,298 was somewhat lower than Dyett & Bhatia's; however, staff found that their proposed scope of work and schedule were not as detailed as Dyett & Bhatia's scope of work and schedule. This detail was determined to provide for clarity of work products and certainty of schedule. Additionally, Dyett & Bhatia assembled a team of a broader range of skill sets and experience.

Dyett & Bhatia is well-qualified with recent successful experience completing Specific Plans and Master Plans for other jurisdictions (South San Francisco, Brisbane, Redwood City, and Belmont). Staff conducted reference checks by contacting South San Francisco and Belmont regarding their experiences with Dyett & Bhatia. References indicated that Dyett & Bhatia is a well-seasoned, professional firm, and is extremely responsive, working within agreed to budgets and schedules. References were very satisfied with Dyett & Bhatia's work, and would work with the firm again in the future. Additionally, Dyett & Bhatia has previously worked with the City of San Bruno. Specifically, Dyett & Bhatia prepared the City's General Plan, which was formally adopted in 2009, and previously worked on and completed two updates to the City's Housing Element. The City has had a very positive history of working with Dyett & Bhatia.

Staff was impressed with Dyett & Bhatia's experience in developing similar plans throughout the Bay Area. Additionally, staff was impressed with their in-depth public participation program, which includes an online internet based survey that will engage the community by utilizing a mapping program (Maptionnaire). This program has the ability to integrate interactive images and mapping, allowing participants to engage with and comment directly on the material presented. Additionally, Dyett & Bhatia will facilitate two community workshops, conduct stakeholder interviews, host two property owner forums, and have various check-in meetings with the Planning Commission and City Council. Dyett & Bhatia will also assist the City in establishing a Technical Advisory Committee (TAC) for the Specific Plan project. The TAC will provide input and feedback regarding various technical matters throughout the preparation of the Plan. A total of five TAC meetings are proposed. Dyett & Bhatia will prepare agendas, facilitate, and prepare meeting summaries for all TAC meetings.

A more detailed description of specific tasks to be completed by Dyett & Bhatia throughout the preparation of the Bayhill Specific Plan is further described below:

- **Task 1 – Project Initiation and Management:** The consultant team will engage with City staff and other appropriate representatives to understand key issues, organize background material and baseline data, clarify the work plan, and further refine the public participation program. This task includes a Kickoff Meeting and Field Visit, TAC Meeting #1, and an additional meeting with the City.
- **Task 2 – Visioning and Public Outreach:** The consultant team will engage the community, property owners, and decision-makers in strategic visioning and priority setting. This task includes the Stakeholder Meetings, Community Workshop #1, Property Owner Forum #1, and a Joint City Council and Planning Commission Meeting.
- **Task 3 – Existing Conditions, Opportunities and Challenges Assessment; Capacity Assessment:** The consultant team will comprehensively assess the physical features and characteristics, circulation network, accessibility and streetscape character, and environmental resources and constraints. This task includes review of background data and material, preparation of a the GIS database, preparation of the existing conditions report, capacity assessment to test environmental thresholds, and TAC Meeting #2.
- **Task 4 – Alternatives and Preferred Plan:** The consultant team will prepare Plan Alternatives and identify the Preferred Plan. This tasks includes the establishment of development prototypes, development feasibility testing, alternatives testing (which will include a detailed fiscal analysis), Community Work Shop #2, online community engagement on alternatives, identification of the draft preferred plan, TAC Meeting #3 and #4, Property Owner Forum #2, community benefits assessment, and a Planning Commission meeting and City Council meeting to receive feedback on the draft preferred plan.
- **Task 5 – Draft Specific Plan:** The consultant team will prepare the Draft Specific Plan, including zoning regulations. This task includes the preparation of an overall outline of the Specific Plan, preparation of the Administrative Draft Specific Plan, TAC Meeting #5, and lastly the preparation of the Public Review Draft Specific Plan.
- **Task 6 – Draft and Final Environmental Impact Report:** The consultant team will prepare the Draft Program Environmental Impact Report (EIR) for the Specific Plan. This task includes preparation of the Notice of Preparation for the EIR, establishment of significance thresholds, environmental setting and impact analysis, identification of mitigation measures, CEQA required impact analysis, project alternatives analysis, preparation of the Administrative Draft, Draft EIR, Notice of Completion, and the Final EIR.
- **Task 7 – Hearings and Adopted Plan:** The consultant team will participate in decision-maker hearings and will prepare the final adopted Specific Plan to reflect the City Council’s decision. This task includes attendance at one Planning

Commission meeting, attendance at two City Council meetings, and production of the final adopted Specific Plan.

Dyett & Bhatia has proposed a schedule of 15 months to complete the tasks above, with anticipated plan adoption by August 2018. The City will administer the preparation of all the studies and work products associated with the Bayhill Specific Plan. Based on a strong public engagement program for the project, the work products, including the Specific Plan, EIR, and Economic Analysis would be considered at noticed public meetings and hearings before the Planning Commission and City Council.

FISCAL IMPACT

There will be no direct fiscal impact to the City for the preparation of the Bayhill Specific Plan. YouTube will reimburse the City of San Bruno for the entire amount (\$785,000) specified in Dyett & Bhatia's contract. YouTube will also reimburse the City of San Bruno for all employee staff time and related consultant services time.

ALTERNATIVES

1. No action. Staff does not recommend this alternative, due to the amount of staff resources that would be required in order to initiate, prepare, and complete the Bayhill Specific Plan.
2. Direct staff to solicit other proposals.

RECOMMENDATION

Adopt Resolution Authorizing the City Manager to Execute a Consultant Services Agreement in an Amount Not To Exceed \$785,000 with Dyett & Bhatia for Preparation of the Bayhill Specific Plan.

DISTRIBUTION

None

ATTACHMENTS

1. Resolution

DATE PREPARED

May 18, 2017

REVIEWED BY

_____ CM

RESOLUTION NO. 2017 - _____

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSULTANT SERVICES AGREEMENT IN AN AMOUNT NOT TO EXCEED \$785,000 WITH DYETT & BHATIA FOR PREPARATION OF THE BAYHILL SPECIFIC PLAN

WHEREAS, YouTube representatives recently contacted the City and shared a long-term plan to accommodate future employment needs over a 20 year period; and

WHEREAS, YouTube plans to accommodate the anticipated long-term employment growth by proceeding with phased redevelopment of some of its properties within the Bayhill Office park to add office space and create a campus environment; and

WHEREAS, the City informed YouTube representatives that other property owner's interest would need to be considered in the context of a Specific Plan; and

WHEREAS, the City issued a request for proposals for preparation of the Bayhill Specific Plan and received three proposals in response, and City staff interviewed all responding firms and determined that Dyett & Bhatia is the most qualified firm; and

WHEREAS, Dyett & Bhatia has submitted a proposal and scope of work that is responsive to the City's request and Dyett & Bhatia is well qualified to perform the tasks and has documented successful completion of similar projects; and

WHEREAS, Dyett & Bhatia has assembled a well-qualified team of sub consultants to perform environmental analysis, transportation analysis, economic and fiscal analysis, infrastructure analysis, streetscape/landscaping analysis, and housing analysis; and

WHEREAS, the City will enter into a Reimbursement Agreement with YouTube to reimburse the City for all costs associated with the preparation of the Bayhill Specific Plan; and

WHEREAS, the Community Development Director is recommending that it is in the best interests of the City to execute the Consultant Services Agreement and complete the Bayhill Specific Plan in an expeditious manner, providing adequate time for community outreach.

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of San Bruno hereby authorizes the City Manager to execute a Consultant Services Agreement with Dyett & Bhatia for an amount not-to-exceed \$785,000 for preparation of the City of San Bruno Bayhill Specific Plan.

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I hereby certify the foregoing Resolution No. 2017-__
was duly introduced and adopted by the San Bruno City Council
at a regular meeting on May 23, 2017 by the following vote:

AYES:

NOES:

ABSENT:

City Clerk