



DATE: December 18, 2018

TO: Mayor and City Council

FROM: Director of Development Services

SUBJECT: Adoption of a Resolution Authorizing the City Manager, on Behalf of the Hayward Area Shoreline Planning Agency (HASPA), to Execute an Agreement with SCAPE to Prepare the Hayward Regional Shoreline Master Plan for an Amount Not to Exceed \$479,000

RECOMMENDATION

That the City Council adopts the attached resolution authorizing the City Manager to negotiate and execute an agreement with SCAPE to prepare the Hayward Regional Shoreline Master Plan.

SUMMARY

On May 11, 2018, the California Department of Transportation, Caltrans, awarded HASPA an Adaptation Planning Grant of \$509,000 to fund the creation of the Hayward Regional Shoreline Master Plan (“the Plan”). In order to complete the Plan, HASPA released a detailed Request for Proposals (RFP) seeking a professional consultant firm to prepare the Plan. HASPA received proposals from four firms. Proposals were carefully reviewed by members of HASPA, who selected SCAPE as the preferred candidate. SCAPE will collaborate with HASPA to plan, draft, and complete the Plan.

Staff requests that Council authorize the City Manager, on behalf of HASPA, to execute an agreement with SCAPE for a total amount not to exceed \$479,000, and a term not to extend beyond February 28, 2021. The remaining \$30,000 from the total grant amount will be used to hire Climate Corps Fellows to assist with the project.

BACKGROUND

HASPA, a joint powers authority consisting of the City, the Hayward Area Recreation and Park District (HARD), and the East Bay Regional Park District (EBRPD), was established in 1970. The primary purpose of HASPA is to coordinate agency planning activities and adopt and implement policies for the improvement of the Hayward Regional Shoreline for future generations. HASPA’s focus has shifted from the shoreline preservation achieved over the past five decades to mitigating the effects of sea level rise on the City’s natural, recreational, and man-made resources. HASPA has already had two vulnerability assessments completed for the shoreline, which identified vulnerable assets and potential adaptation strategies. The

Regional Shoreline Master Plan will build off these past studies to identify specific adaptation strategies, policies, and projects to protect identified vulnerable assets.

HASPA submitted an application to Caltrans for the Adaptation Planning Grant on February 23, 2018 requesting \$509,000 (Attachment IV). Caltrans conditionally awarded a grant to HASPA for the full requested amount on May 11, 2018.

DISCUSSION

The Plan will identify specific implementation projects to mitigate potential short-term, medium-term, and long-term sea level rise impacts. These projects will protect valuable but vulnerable assets and provide significant economic, public safety, social, environmental, and recreational benefits. Understanding their limited resources for preparing such a Plan, HASPA prepared a Request for Proposals (RFP) following award of the Caltrans Adaptation Planning Grant and completed a competitive bidding process to select a consultant to prepare the Plan.

On October 9, 2018, the Agency released a detailed RFP, and received proposals from four firms: AECOM, Michael Baker International, SCAPE Landscape Architecture DPC, and WRT. A committee of Hayward Area Shoreline Planning Agency staff reviewed the proposals and interviewed all four firms before determining that SCAPE was the preferred candidate to complete the Plan. The HASPA Board of Trustees selected SCAPE as the preferred consultant to prepare the Plan at a special meeting held on November 29, 2018.

SCAPE's Scope of Work and Fee Schedule are attached to this staff report as Attachment III. Staff found that SCAPE and its team members have recent and substantial experience working on resilience projects in the Bay Area and throughout the nation; a strong design and engineering background; a strong public outreach component and focus on incorporating stakeholder feedback; a collaborative, cross-sector approach to problem-solving; a holistic and multi-benefit approach to adaptation planning; a focus on utilizing living infrastructure and restoring natural habitat to mitigate sea level rise; a history of designing implementable projects; and the ability to complete the Plan within the required budget and timeframe.

Any modifications to the base Scope of Work would require City review and approval.

FISCAL IMPACT

The proposed project is expected to be completed for approximately \$479,000, which would cover the Scope of Work (Attachment III). The City has an obligation to meet part of the local match, which will be met through in-kind services to help complete the project for an estimated value of \$175,000. The in-kind services will include review and assistance in preparing the Plan and necessary legal documents, developing GIS products, performing public outreach, processing invoices, and preparing quarterly reports. The responsibility for these tasks will be shared by all participating agencies.

Additionally, a California Environmental Quality Act (CEQA) environmental analysis may be required for the plan as part of this project or on a project-specific basis for implementation of the plan. Staff and the HASPA Board of Trustees will determine if a CEQA document is required for this project after preparation of the Plan. If CEQA environmental review is

required, staff estimates that completing this analysis will cost approximately \$240,000. These costs are not currently included in the City's Operating or Capital Budgets for the current or future fiscal years. Additionally, a total of \$60,000 of in-kind-services for staff to manage the CEQA process would be required. CEQA analysis is not an eligible expense for the use of grant funds; as such, if required, the cost would be shared equally by the three member agencies and is estimated at approximately \$80,000 per agency. The CEQA process would start in Fiscal Year 2019-2020 and end in Fiscal Year 2020-2021.

Per the terms of the Restricted Grant Agreement with Caltrans (Attachment V), the Agency (HASPA) must first pay the consultant for services rendered and will then be eligible for reimbursement from Caltrans of allowable costs. It is likely that the Agency (HASPA) will require seed money from the City, with the recommended source being the General Fund, which will be repaid at the conclusion of the project, in order to provide the initial quarterly payment to SCAPE; the seed money is estimated at \$65,000.

NEXT STEPS

If the Council approves the attached resolution, staff will prepare an Agreement to be executed between the City of Hayward and SCAPE in a form approved by the City Attorney and will hold a kick-off meeting in January 2019.

Prepared by: Jay Lee, Associate Planner

Recommended by: Laura Simpson, Director of Development Services

Approved by:



Kelly McAdoo, City Manager