

NOTICE

The Urban Community Development Commission (UCDC) was established by Ordinance August 15, 1975 to function as the governing body of the Community Redevelopment Agency. Its purpose is to aid in planning and implementing projects in the City of Compton. Pursuant to Section 54957.5 of the California Government Code, Any writings (Except for those writings which are exempt from disclosure) which are distributed to all or a majority of the members of the City Council are available for public inspection in the lobby of the City Council Chambers and in the office of the City Clerk during regular business hours.

URBAN COMMUNITY DEVELOPMENT COMMISSION

AGENDA

Tuesday, July 14, 2009

2:50 PM

WORKSHOP(S)

HEARING(S)

OPENING

ROLL CALL

APPROVAL OF MINUTES

ORAL AND WRITTEN COMMUNICATION

UNFINISHED BUSINESS

NEW BUSINESS

1. A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, AUTHORIZING AN AGREEMENT WITH DEL TERRA GROUP TO PROVIDE PROGRAM AND PROJECT MANAGEMENT SERVICES FOR THE NEW SENIOR ACTIVITY CENTER AND PARKING STRUCTURE PROJECTS IN THE DOWNTOWN SPECIFIC PLAN AREA AND COMPTON REDEVELOPMENT PROJECT AREA.
2. A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, AUTHORIZING AN AGREEMENT WITH ICF INCORPORATED TO PROVIDE ADDITIONAL SERVICES IN CONNECTION WITH THE SMART GROWTH IMPLEMENTATION PLAN IN THE CITY OF COMPTON.

AUDIENCE COMMENTS

COMMISSION COMMENTS

ADJOURNMENT

July 14, 2009

TO: CHAIRMAN AND COMMISSIONERS

FROM: EXECUTIVE SECRETARY

SUBJECT: A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, AUTHORIZING AN AGREEMENT WITH DEL TERRA GROUP TO PROVIDE PROGRAM AND PROJECT MANAGEMENT SERVICES FOR THE NEW SENIOR ACTIVITY CENTER AND PARKING STRUCTURE PROJECTS LOCATED IN THE NORTH DOWNTOWN COMPTON SPECIFIC PLAN AND COMPTON REDEVELOPMENT PROJECT AREA.

SUMMARY

Staff is requesting authorization for the Executive Secretary to enter into an Agreement with Del Terra Group to provide Program and Project management services for the New Senior Activity Center and Parking Structure projects located in the North Downtown Compton Specific Plan and Compton Redevelopment Project Area.

BACKGROUND

The Community Redevelopment Agency, in keeping, with its economic vision of the Commission is spearheading multimillion dollar projects that could transform Compton's downtown area into pedestrian-oriented venue for commercial retail, residential and civic activities. Key Agency projects in the pipeline include the renovation of the MLK Transit Center (\$10 million), construction of a new Public Parking Structure (\$12 million), Senior Activity Center (\$10 million), Community Center (\$7 million) and a Senior Housing Residential development (\$22 million).

Each of these projects is part of the Agency's City-wide Smart Growth Strategic Plan for revitalization of the City. In addition, each of these projects provides a public benefit and usage for the residents of the community. Moreover, these new developments will serve as a catalyst to encourage future commercial retail and mixed-use developments in the downtown area and throughout the City.

#1.

STATEMENT OF THE ISSUE

In order to ensure that the new Parking Structure and Senior Activity Center are designed, constructed and managed within budget and schedule; in accordance with the policies and vision of City and the Agency, it is essential that, the Commission authorize an agreement that would enable Terra Group to provide program, project and construction management services to coordinate timely the implementation of various projects in the downtown area.

Over the past several months, the Del Terra Group has effectively and efficiently provided planning, budgeting, scheduling, cost control, design management and development services for the Agency in connection with a variety of projects in the downtown area that have a total estimated budget of \$61 million dollars. In particular, the Del Terra Group was instrumental in getting the MLK Transit Center renovation under construction, without the Del Terra Group expertise in analyzing the various complex issues that confronted this project staff believes this project would not be under construction today.

Del Terra Group services have brought transparency, enhanced oversight and coordination of all public improvement projects in the North Downtown are resulting in huge cost savings and a reduction in schedule overruns and deadlines, which are tremendous savings to the City/Agency. Commission's approval of an agreement with Del Terra Group is a critical component to the facilitation and implementation of the New Senior Activity Center and Parking Structure in the North Downtown area.

FISCAL IMPACT

The cost for services will not exceed \$194,296.00. The funds are available in Agency's budget for fiscal year 2009-2010 in Account No. 1200-80-0000-4269.

RECOMMENDATION

Staff respectfully requests that the Commission adopt this resolution authoring the executive secretary to enter into an agreement with the Del Terra Group.

KOFI SEFA-BOAKYE
DIRECTOR OF REDEVELOPMENT

CHARLES EVANS
EXECUTIVE SECRETARY

RESOLUTION NO. _____

A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, AUTHORIZING AN AGREEMENT WITH DEL TERRA GROUP TO PROVIDE PROGRAM AND PROJECT MANAGEMENT SERVICES FOR THE NEW SENIOR ACTIVITY CENTER AND PARKING STRUCTURE PROJECTS LOCATED IN THE NORTH DOWNTOWN COMPTON SPECIFIC PLAN AND COMPTON REDEVELOPMENT PROJECT AREA.

WHEREAS, the Community Redevelopment Agency of the City of Compton (the "Agency") is carrying out the Redevelopment Plan for the Compton Redevelopment Project Area, as merged and amended by Ordinance No. 2,114 adopted by the City Council and Commission on November 16, 2004; and

WHEREAS, the Del Terra Group has effectively and efficiently provided planning, budgeting, scheduling, cost control, design management and development services for the Agency in connection with a variety of projects in the downtown area that have a total estimated budget of \$61 million dollars; and

WHEREAS, the Del Terra Group was instrumental in getting the MLK Transit Center renovation under construction, without the Del Terra Group expertise in analyzing the various complex issues that confronted this project staff believes this project would not be under construction today.

WHEREAS, the Del Terra Group services have brought transparency, enhanced oversight and coordination of all public improvement projects in the North Downtown are resulting in huge cost savings and a reduction in schedule overruns and deadlines, which are tremendous savings to the City/Agency. Commission's approval of an agreement with Del Terra Group is a critical component to the facilitation and implementation of the New Senior Activity Center and Parking Structure in the North Downtown area; and

WHEREAS, the cost of additional services will not exceed \$194,296.00; and

WHEREAS, funds in the amount of \$194,296.00 are available in Account No. 1200-80-0000-4269.

NOW, THEREFORE, THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. That the Urban Community Development Commission hereby authorizes the Executive Secretary to enter into an agreement additional services with Dell Terra Group for an amount not to exceed \$194,296.00.

Section 2. That the Executive Secretary is hereby authorized to execute the necessary agreements upon the advice of the City Attorney, and to sign all purchase orders in connection with the agreement.

Section 3. That funds be taken from the following account:

Account No. 1200-80-0000-4269.

Section 4. That a certified copy of this resolution shall be filed in the offices of the Executive Secretary, City Attorney, City Controller, Community Redevelopment Agency, and Clerk.

Section 5. That the Chairman shall sign and the Clerk shall attest to the adoption of this resolution.

#1.

Resolution No. _____
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ADOPTED this _____ day of _____, 2009.

**CHAIRMAN OF THE URBAN COMMUNITY
DEVELOPMENT COMMISSION**

ATTEST:

**CLERK OF THE URBAN COMMUNITY
DEVELOPMENT COMMISSION**

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON: ss

I, Alita Godwin, Clerk of the Urban Community Development Commission of the City of Compton, hereby certify that the foregoing resolution was adopted by the Commission, signed by the Chairman, and attested by the Clerk at the regular meeting thereof held on the _____ day of _____, 2009.

That said resolution was adopted by the following vote, to wit:

AYES: COMMISSIONERS -
NOES: COMMISSIONERS -
ABSENT: COMMISSIONERS -

**CLERK OF THE URBAN COMMUNITY
DEVELOPMENT COMMISSION**



13181 Crossroads Pkwy North, Ste 200
City of Industry, CA 91746

Phone: 626.839.9300
Fax: 626.839.9307

May 13, 2009

Mr. Kofi Sefa - Boakye
Director, Community Redevelopment Agency
City of Compton
205 South Willowbrook Avenue
Compton, CA 90220

Dear Mr. Sefa-Boakye,

As per our discussion regarding the City of Compton's increased volume and the importance of the various City Redevelopment projects, it is Del Terra Group's (**Del Terra**) pleasure to provide our proposal for Program, Project and Construction Management Services.

This proposal reflects a full-service Management and Consulting service program for the City. Del Terra will continue as an extension of the City's staff and to provide expert and professional services.

Del Terra has been providing the City of Compton with Program and Project management services for approximately 6 months. Del Terra's proposes to continue to provide the Community Redevelopment Agency with Consulting and Support Services. The services Del Terra proposes are listed herein. If you should have any questions or require additional information please feel free to contact me at your earliest convenience.

Sincerely,

Luis D. Rojas
President & CEO

Program, Project and Construction Management ServicesScope of Services

Manager shall provide Program and Project Management services during all phases of each City Project. Services shall include planning, budgeting, scheduling, cost-control, design management, pre-construction, bidding and award of contracts, construction oversight, Project closeout and post-construction phases. Program/Project Management services shall include management, oversight, and coordination of all design & development consultants, contractors, sub-consultants, vendors, and suppliers in connection with, and in the performance of, the delivery of the City Projects. Manager shall also provide, as requested by City, additional Consulting Services.

Reporting

Manager shall provide monthly progress reports. Project status reports for each project shall include milestones, highlights and/or accomplishments achieved since the prior report.

Project Schedules for each Project including an update of actual performance against the approved baseline schedule.

Budget, Actual, Forecast to Complete, and Quarterly Budget Available Balances reports.

Coordination

Manager's Services shall include coordination of all work with City personnel, other public agencies, utilities or other third parties that are necessarily involved in the planning and execution of the City Projects. These services do not include the coordination of services that are not included within Basic Services or the performance or provision of legal services on behalf of the City.

Status Meetings

Manager shall meet as reasonably required with City staff to coordinate all phases of the City Projects. Manager shall chair meetings, prepare meeting minutes and distribute meeting minutes to attendees. Manager shall present a status update to the City Council as requested by Director of Community Redevelopment Agency.

Schedule Management

Manager shall develop, review, and maintain a Master Project Schedule listing each City Project independently, and provide a master summary schedule for the portfolio of City Projects ("Master Summary Schedule"). Project Manager shall prepare a proposed "baseline" schedule for each of the City Projects for review and approval by City.

Proposed List of Services

■ **Program Development**

■ **Master Planning Services**

- End-User planning meetings
- Stakeholder meetings

■ **Design Management Services**

- Value Engineering
- Constructability Reviews
- A/E Coordination
- Offsite and Entitlements
- Permitting and Licensing

■ **Pre-Construction & Planning Services**

- Schedule Development and Management
- Budget Development, and Management
- Cost Control
- Industry Trending and analysis
- Develop bidding/construction strategies
- Front-End Document Development
- Neighborhood outreach and communication
- Traffic planning and coordination
- Site Safety Plan
- Coordination with City Service Providers

■ **Bid and Award Services**

- Front-End Document Development

- Project Controls, Communication and Document Management
- Outreach for local business participation
- Prospective Bidders Lists
- Bidder Pre-Qualification
- Bid package development for optimum participation
- Pre-Bid Conferences
- Addenda Development
- Proposal Analysis/Recommendation

■ **Construction Management Services**

- Contract Administration
- Construction Observation
- Schedule Management
 - CPM Schedule
- Coordination of Inspection Services
- Administer Safety & QC
- Change Order Management
- Contractor Payment Oversight
- Claims Avoidance & Mitigation

■ **Post-Construction Services**

- Close-Out Documentation
- As-Built Drawings
- Building Commissioning
- Manage collection and transfer of Warranties, M&O Documents, Training, Keys
- Move-In
- Certificate of Occupancy

Proposed Fee

Task	Description	Amount
Task No. 1	Program and Project Management Services	Percentage of Program/Project Value Or Time & Material, see Hourly Rate Schedule
Task No. 2	Construction Management Services	Percentage of Program/Project Value Or Time & Material, see Hourly Rate Schedule



July 14, 2009

TO: CHAIRMAN AND COMMISSIONERS

FROM: EXECUTIVE SECRETARY

SUBJECT: A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, AUTHORIZING AN AGREEMENT WITH ICF INCORPORATED LLC TO PROVIDE ADDITIONAL SERVICES IN CONNECTION WITH THE SMART GROWTH IMPLEMENTATION PLAN FOR REVITALIZATION OF THE DOWNTOWN.

SUMMARY

Staff respectfully request authorization for the Executive Secretary to enter into an Agreement between Community Redevelopment Agency (Agency) and ICF Incorporated, LLC, to provide additional services in connection with the implementation of the Smart Growth Plan for downtown.

BACKGROUND

In February 2008, the Commission approved a Consultant Services Agreement with ICF Incorporated, a land use consulting firm, to assist the Agency in formulating a Smart Growth Strategy and Implementation Plan as a framework to achieve the vision of "Birthing a New Compton." In January 2009, ICF completed the Smart Growth Strategy for the City. Subsequently, the Commission adopted the ICF Implementation Plan in February 2009.

STATEMENT OF THE ISSUE

The adoption of the Smart Growth Implementation Plan is the first Phase in a series of steps and activities necessary to capture Smart Growth objectives and strategies as a tool to revive Compton economy. In order to continuously enforce smart growth principles in city government in the ongoing task of promoting orderly development in the community, it is necessary to enter into a new agreement with the ICF to provide additional services. Critical services necessary to foster Smart Growth initiative in our developments include:

#2.

- Assisting the City in development of downtown conceptual streetscape plan
- Assisting the City in development of a process for reviewing projects for adherence to desired smart growth principles;
- Facilitating Smart Growth training for staff;
- Continued facilitation and coordination of Strike Team Task Force meetings with critical city departments including CRA, Department of Public Works, Planning, Building and Safety to develop specific design guidelines;
- Assisting the City in development of detailed designed guidelines for Smart Growth in the downtown area;
- Assist the City in development of a communication plan; and
- Reviewing proposed projects on as needed basis.

ANALYSIS

The Agency has determined that ICF is uniquely qualified to perform the aforementioned work necessary to achieve the smart growth objectives for the City for several reasons. First, ICF was the prime consulting firm that pioneered the Smart Growth concept as a tool to revive Compton economy. Second, ICF was the firm that spearheaded a Charrete initiative in the community that successfully brought key stakeholders (business, public officials and community residents) to discuss issues, goals and objectives confronting the community. Finally, ICF was instrumental in developing a Strike Team and Social Task Force, comprising of various City departments, business representatives. The local knowledge and familiarity that the firm has acquired during its relationship with the community make ICF uniquely qualified to undertake additional services for the Agency/City in accordance with the vision of Birthing a New Compton

The scope of work in connection with the implementation of the Smart Growth Plan includes but not limited to the following tasks:

Categorical Scope of Work:

Task 1: Strike Team and Task Force Facilitation

Task 2: Development of a Downtown Conceptual Streetscape Plan

Task 3: Development of Detailed Design Guidelines for Smart Growth in the Downtown Area

Task 4: Facilitation of Smart Growth Training for City Staff

Task 5a: Development of a Communication Plan

Task 5b: Implementation of a Communication Plan

Task 6: As Needed Project Review

FISCAL IMPACT

The cost for services will not exceed \$262,850. The funds are available in Account No. 1200-80-0000-4269 for Fiscal Year 2009-2010.

RECOMMENDATION

Staff respectfully requests that the Commission adopt this resolution amending the agreement with ICF LLC, to provide additional services for implementation of the Smart Growth Roadmap Citywide.

KOFI SEFA-BOAKYE
DIRECTOR OF REDEVELOPMENT

CHARLES EVANS
EXECUTIVE SECRETARY

RESOLUTION NO. _____

A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON AUTHORIZING AN AGREEMENT WITH ICF INCORPORATED LLC TO PROVIDE ADDITIONAL SERVICES IN CONNECTION WITH THE SMART GROWTH IMPLEMENTATION PLAN FOR REVITALIZATION OF THE DOWNTOWN.

WHEREAS, the Community Redevelopment Agency of the City of Compton (the "Agency") is carrying out the Redevelopment Plan for the Compton Redevelopment Project Area, as merged and amended by Ordinance No. 2,114 adopted by the City Council on November 16, 2004; and

WHEREAS, In February 2008, the Commission approved a Consultant Services Agreement with ICF Incorporated, a land use consulting firm, to assist the Agency in formulating a Smart Growth Strategy and Implementation Plan as a framework to achieve the vision of “Birthing a New Compton.” In January 2009, ICF completed the Smart Growth Strategy for the City. Subsequently, the Commission adopted the ICF Implementation Plan in February 2009; and

WHEREAS, the adoption of the Smart Growth Implementation Plan is the first Phase in a series of steps and activities necessary capture Smart Growth objectives and strategies as a tool to revive Compton economy; and

WHEREAS, ICF is uniquely qualified to perform the aforementioned work necessary to achieve the smart growth objectives for the City for several reasons. First, ICF was the prime-consulting firm that pioneered the Smart Growth concept as a tool to revive Compton economy. Second, ICF was the firm that spearheaded a Charrete initiative in the community that successfully brought key stakeholders (business, public officials and community residents) to discuss issues, goals and objectives confronting the community.

NOW, THEREFORE, THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. That the Executive Secretary is hereby authorized to accept the proposal of ICF to perform additional work in connection with the Smart Growth implementation Plan for an amount not to exceed not exceed \$262,850

Section 2. That funds for this project are available in Account No. 1200-80-0000-4269 for Fiscal Year 2009-2010.

Section 3. That the Executive Secretary is hereby authorized to execute all necessary documents upon the advice of the City Attorney.

Section 4 That a certified copy of this resolution shall be filed in the offices of the Executive Secretary, Agency’s Legal Counsel, City Controller, and Community Redevelopment Agency.

Section 5. That the Chairman shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this _____ day of _____, 2009.

CHAIRMAN OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION

RESOLUTION NO. _____
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ATTEST:

**CLERK OF THE URBAN COMMUNITY
DEVELOPMENT COMMISSION**

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON: ss

I, Alita Godwin, Clerk of the Urban Community Development Commission of the City of Compton, hereby certify that the foregoing resolution was adopted by the Commission, signed by the Chairman, and attested by the Clerk at the regular meeting thereof held on the _____ day of _____, 2009.

That said resolution was adopted by the following vote, to wit:

AYES: COMMISSIONERS -
NOES: COMMISSIONERS -
ABSENT: COMMISSIONERS -
ABSTAIN: COMMISSIONERS -

**CLERK OF THE URBAN COMMUNITY
DEVELOPMENT COMMISSION**

#2.



May 8, 2009

Mr. Kofi Sefa-Boakye
Redevelopment Director
City of Compton
205 South Willowbrook Avenue
Compton, CA 90220

Subject: Proposal to Facilitate the Implementation of the City's Smart Growth
Implementation Roadmap

Re: ICF Reference Number 1-08139402

Dear Mr. Sefa-Boayke

ICF Incorporated, L.L.C., (an ICF International company hereinafter referred to as ICF) is pleased to submit this proposal to the City of Compton to provide additional services related to the Smart Growth Implementation Roadmap. As we discussed, the services provided would include the following:

- continued facilitation of Strike Team and Task Force meetings;
- assist the City in development of a downtown conceptual streetscape plan;
- assist the City in development of detailed design guidelines for smart growth in the downtown area;
- facilitate smart growth training for City staff;
- assist the City in development of a communication plan; and
- as needed review of proposed new projects.

The scope of work and associated costs are discussed below.

Scope of Work

Our proposed scope of work will include the seven tasks listed above, which are described in further detail below:

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Mr. Kofi Sefa-Boakye
City of Compton

Task 1: Strike Team and Task Force Facilitation

ICF proposes to facilitate SG Strike Team meetings that are currently held every other Thursday at Compton City Hall. In addition, ICF proposes to attend and facilitate meetings for the Security and Social Task Forces as needed. ICF attendance at these meetings will include Scott Broten (Project Manager), Aaron Carter (Project Assistant), and Ralph Davis. The focus of the strike team meetings will be to maintain movement of the City towards implementation of the Smart Growth Roadmap and adoption of Smart Growth principles related to development and redevelopment.

As part of ICF's facilitation scope, we will conduct the following activities for each SG Strike Team and Task Force meeting:

- Prepare an agenda for each meeting which will include an updated project schedule and action item list;
- Review the agenda with Mr. Sefa-Boakye prior to the meetings;
- Facilitate the meetings by guiding the group through the agenda; and
- Take notes during the meetings and provide meeting notes to the team within two days after the meeting.

Task 2: Development of a Downtown Conceptual Streetscape Plan

As identified in the Smart Growth Implementation Roadmap, it is critical that the City invest resources on creating a vibrant and lively Downtown Compton. Under this task, ICF will assist the City in the first phase of this development by creating a conceptual streetscape plan along with detailed design requirements for Compton Boulevard between Acacia Avenue and Santa Fe Avenue. A conceptual streetscape plan will provide the City with a general overview of the requirements for the first phase of the downtown redevelopment. Detailed design guidelines will enable the City to develop costing and scheduling estimates. Design and review of the streetscape plan and detailed design requirements will include analysis by ICF staff Harrison Rue and staff Mr. Rick Williams with Van Meter Williams Pollack. The conceptual streetscape plan and design requirements developed as part of this task can be adapted and used for future smart growth developments in other parts of the City.

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Mr. Kofi Sefa-Boakye
City of Compton

As part of ICF's scope for development of the conceptual streetscape plan, we will conduct the following activities:

- Develop an understanding of existing conditions by reviewing existing documentation and topographic information, and conduct a site visit to verify assumptions and document unique conditions;
- Conduct a kick-off meeting with City staff to discuss project organization, schedule, and general outline of the Conceptual Streetscape Plan;
- Map unique and existing conditions in the downtown area, which will be used as a reference for interactive meetings with City staff and interested stakeholders;
- Conduct a stakeholder meeting between ICF and City staff to discuss unique and existing conditions, design concepts, and the project goals and objectives;
- Provide a memorandum to City staff summarizing the results of the stakeholder meeting;
- Develop a preliminary concept that encompasses the design issues identified at the stakeholder meeting, including traffic calming solutions, bus, pedestrian, and bike routes;
- Develop a Preliminary Design Development document incorporating sustainable design solutions encompassing street trees, landscape planting, sidewalk and crosswalk treatment, street furniture and fixtures, information kiosks and signage, and gateway treatments wherever possible;
- Conduct a project team meeting with City staff to discuss the Preliminary Design Development document, and receive feedback on its relativity to the issues, goals and objectives identified in the stakeholder meeting;
- Refine the Preliminary Design Development document based on feedback from City staff;
- Conduct a meeting with community stakeholders to present the Preliminary Design Development plan;
- Revise the Preliminary Design Development plan based on input from community stakeholders to determine a final direction on the Streetscape Plan;
- Develop a final Streetscape Plan that will include design vocabulary, planting palettes, street furniture, lighting, paving patterns and materials;

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Mr. Kofi Sefa-Boakye
City of Compton

- Develop a final report and presentation documenting input received from City staff and community stakeholders as well as the finalized design standards; and
- Attend a meeting with the Planning Commission to present the final report and presentation.

Task 3: Development of Detailed Design Guidelines for Smart Growth in the Downtown Area

Under this task, ICF will work with the CRA, Department of Engineering, Department of Public Works, and any other applicable agency to develop specific guidelines necessary to successfully implement the desired Smart Growth concepts as described in the Smart Growth Implementation Roadmap. The guidelines will be developed in coordination with ICF staff Harrison Rue and staff Mr. Rick Williams with Van Meter Williams Pollack. The objective of this task is to enable the City to direct new development and redevelopment in compliance with the Smart Growth principles being pursued by the City. The detailed design guidelines developed as part of this task can be adapted and used for future smart growth developments in other parts of the City.

As part of ICF's scope for development of detailed design guidelines, we will conduct the following activities:

- Review existing zoning regulations and recent project proposals, and analyze development conditions to understand existing design considerations;
- Meet with City staff including members of the development community and Planning Commission for a kick-off meeting to discuss project organization, schedule, and general outline of the Design Guidelines document;
- Provide a memorandum to City staff detailing the existing issues, background and existing regulations that set the stage for creating basic Downtown Design Guidelines;
- Develop a draft outline of the Design Guidelines document and review with City staff;
- Develop a draft Design Guidelines document that sets the stage for future development in the downtown and corridor areas, and which will address fundamental issues for each type of development including site planning and

May 8, 2009 Page 5

Mr. Kofi Sefa-Boakye
City of Compton

layout, building design elements, massing, heights, and building layouts and prototypes;

- Meet with City staff to present draft Design Guidelines and discuss as desired;
- Revise the Design Guidelines based on feedback from City staff and develop a public draft; and
- Attend up to two (2) study sessions or hearings with the Planning Commission and City Council to present and review Design Guidelines.

Task 4: Facilitation of Smart Growth Training for City Staff

Under this task, ICF will conduct training sessions with City staff to provide hands-on education of smart growth principles as well as guidance of how the City can pursue a successful smart growth strategy. Training will include City staff from the CRA and Planning Departments as well as any other staff that may be in a position to help the City pursue a successful smart growth strategy. Training will involve a 1 day instructional course and a field visit to local redevelopment projects that will illustrate strategies for successful smart growth. ICF staff Harrison Rue and staff Mr. Rick Williams with Van Meter Williams Pollack will conduct the training sessions. The objective of this training opportunity will be to reinforce smart growth concepts and strategies for implementation amongst City staff.

As part of ICF's scope for smart growth training, we will conduct the following activities:

- Conduct a 4 to 8 hour classroom instructional session to inform key staff on smart growth principles, implementation strategies, and examples of successful implementations in the region; and
- Conduct a 4 to 8 hour field trip to visit successful implementations of smart growth projects in the local area.

Task 5a: Development of a Communication Plan

Under this task, ICF will assist the City in developing a robust communication plan that will facilitate sharing information about the principles and implementation of the smart growth strategy amongst City staff, City Council, local businesses, property owners, and the general public. ICF has significant resources to develop an effective and efficient communication plan, including experienced community

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Mr. Kofi Sefa-Boakye
City of Compton

facilitators and community affairs specialists. The objective of this communication plan is to keep decision makers and the public informed about the City's progress in the successful implementation of smart growth development, generate trust, generate confidence and credibility in the project team, and to build a positive image amongst the public of the change that the City is embarking upon.

As part of ICF's scope for assisting the City in developing this communication plan, we will conduct the following activities:

- Facilitate meeting with City staff to identify groups of persons to whom communication should be focused;
- Identify the best method of reaching these groups;
- Identify appropriate materials with which to conduct the communication;
- Identify an appropriate schedule with which the communication should occur;
- Develop a Draft Communication Plan specifying who will receive what information, how often, and in what form;
- Develop a mechanism to track and evaluate the effectiveness of the plan after it has been implemented;
- Submit Draft Communication Plan to City for review; and
- Revise and Finalize Communication Plan.

Task 5b: Implementation of a Communication Plan

Under this task, ICF will assist the City in implementing the communication plan. Effectively implementing this communication plan will keep decision makers and the public informed about the City's progress in the successful implementation of smart growth development, will generate trust, will generate confidence and credibility in the project team, and will build a positive image amongst the public of the change that the City is embarking upon.

As part of ICF's scope for assisting the City in implementing this communication plan, we will conduct the following activities:

- Facilitate outreach meetings with City staff and public stakeholders;
- Assist City staff in information sharing with public stakeholders; and
- Coordinate information sharing using methods established in the communication plan.

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Mr. Kofi Sefa-Boakye
City of Compton

Task 6: As Needed Project Review

Under this task, ICF will conduct a review of new project design proposals submitted to the City in order to assess compliance with the City's desired Smart Growth strategy. Design review will include analysis by ICF staff Harrison Rue and staff Mr. Rick Williams with Van Meter Williams Pollack. The objective of this design review will be to evaluate submitted design proposals with the City's desired Smart Growth strategy and recommend modifications to further achieve the City's desired strategy.

As part of ICF's scope for review of new project design proposals, we will conduct the following activities for each design submitted to ICF by the City's redevelopment or planning agencies:

- Evaluate project design and/or engineering plans using Smart Growth design principles; and
- Provide the agency with comments and recommendations to modify the submitted project design to adhere to Smart Growth design principles.

Cost and Duration

To conduct the above services, ICF proposes the City authorize a total budget of approximately \$262,850.

Task	Estimated Cost
Task1 - Strike Team and Task Force Facilitation	\$18,930
Task 2 - Develop Downtown Conceptual Streetscape Plan	\$95,960
Task 3 - Develop Detailed Design Guidelines for Downtown	\$67,200
Task 4 - Smart Growth Training for City Staff	\$14,360
Task 5 - Develop a Communication Plan	\$10,600

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Mr. Kofi Sefa-Boakye
City of Compton

Task	Estimated Cost
Task 6 - Implement Communication Plan	\$47,900
Task 7 - As Needed Project Review	\$7,900
Total	\$262,850

Acceptance

We appreciate the opportunity to work with you on this assignment. This proposal is submitted under the standard ICF Incorporated LLC Agreement, which is provided as an attachment.

To authorize ICF to proceed please sign and return the attached consulting agreement to Jodi Young, Senior Contract Administrator at jyoung@icfi.com, and notify Scott Broten in the Irvine office. If you have any questions or comments, please contact Scott Broten at (949) 333-6683.

Sincerely,



Laurence M. Rose
Vice President and Director of Contracts

Attachment
Consulting Agreement

