



Staff Report

TO: City Council
FROM: Christina Taylor, Deputy City Manager
DATE: December 6, 2022
SUBJECT: Fourth Amendment to the Contract with Lisa Wise Consulting for a One-Year Contract Extension with No Monetary Change

Description A request to extend the contract with Lisa Wise Consulting for one year for continued work on the Housing Element related tasks. This contract extension has no monetary change.

Background and Analysis:

On October 20, 2020, the City Council awarded a contract to Lisa Wise Consulting for work on the City’s 6th Cycle Housing Element Update. The contract was initially approved for one year, expiring on October 19, 2021. On September 21, 2021, the City Council authorized the first, one-year contract extension, allowing the contract to continue through October 19, 2022. During this time period, the Housing Element Update was completed and submitted to the State for certification. However, there are additional work products included in the contract which are still being completed. Because of the continuing work on Objective Design Guidelines and ADU Standard Plans, staff is requesting the contract with Lisa Wise Consulting be extended for an additional year, with the term ending October 19, 2023. There is no monetary change to the contract. This extension would bring the contract to a total of 3 years. A summary of the contract changes is included in the table below:

| Housing Element Update | | |
|-------------------------------|---|---------------------|
| Original Contract | | \$209,995.00 |
| Amendment 1 05/18/2021 | Add ADU Standard Plans and Objective Design Standards | \$65,470.00 |
| Amendment 2 8/17/2021 | Addressing AFFH | \$11,880.00 |
| Amendment 3 9/21/2021 | 1 st Contract Extension | \$0 |
| Amendment 4 12/6/2022 | 2 nd Contact Extension | \$0 |
| Contract Amount | | \$287,345.00 |

Fiscal Impact:

The cost to prepare this staff report and changes to the contract are covered entirely by SB2 grant funding in the amount of \$160,000 and LEAP grant funding in the amount of \$150,000 for a total of \$310,000.

Recommended Action:

Approve a one-year contract extension with Lisa Wise Consulting for ongoing work on the City's 6th Cycle Housing Element Update and related documents extending the contract term through October 19, 2023.

Attachments:

- A. Contract Amendment