

ACTION FORM BRYAN CITY COUNCIL

DATE OF COUNCIL MEETING: June 9, 2015		DATE SUBMITTED: May 19, 2015	
DEPARTMENT OF ORIGIN: Development Serv.		SUBMITTED BY: Martin Zimmermann	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	STRATEGIC INITIATIVE:
<input type="checkbox"/> BCD	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1ST READING	<input checked="" type="checkbox"/> PUBLIC SAFETY
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2ND READING	<input checked="" type="checkbox"/> SERVICE
<input checked="" type="checkbox"/> REGULAR	<input checked="" type="checkbox"/> STATUTORY		<input checked="" type="checkbox"/> ECONOMIC DEVELOP.
<input type="checkbox"/> WORKSHOP	<input type="checkbox"/> REGULAR		<input checked="" type="checkbox"/> INFRASTRUCTURE
			<input checked="" type="checkbox"/> QUALITY OF LIFE
AGENDA ITEM DESCRIPTION: Consider authorizing the Mayor to execute a contract for professional services for the purposes of developing and implementing a Comprehensive Plan/Parks Master Plan Update and a Small Area Plan in relation to the development of a new Blinn College west Bryan campus with Freese and Nichols, Inc. for an amount not to exceed \$270,500.			
<p>SUMMARY STATEMENT: The City of Bryan's current Comprehensive Plan was adopted on January 9, 2007 (Council Resolution No. 3078). In February 2013, the Bryan Planning and Zoning Commission established a subcommittee to focus on reviewing the Plan's goals and objectives in light of the City's current development and growth patterns. Many major developments (e.g., Texas A&M Health Science Center, BioCorridor, Texas Triangle Park) have occurred since the Plan was adopted in 2007 before the 2010 U.S. Census. Resolution No. 3078 stipulates that the Plan should be reviewed and amended, if need be, every year and at least every 5 years. The Commission concluded that while many of the Plan's action items, goals and objectives may still be valid, they need to be reviewed, evaluated, and updated to reflect citizens' priorities and to provide a current community assessment and strategies for future growth. Commissioners presented their recommendation to the City Council during a joint workshop meeting of Councilmembers and Commissioners on May 13, 2014.</p> <p>The City's Parks and Recreation Master Plan was last updated in 2002. Per the Texas Parks and Wildlife Department, a Parks Master Plan must cover at least a 10-year period and be updated every 5 years to remain eligible to be considered for points in the submittal of grant request. The City's current Parks Master Plan lost its eligibility to be considered for grant points in 2006 and was out of date in 2011. The update of the City's Parks Master Plan and its incorporation in the Comprehensive Plan will help guide and direct the City and Parks and Recreation staff in the planning and implementation of parks, facilities, and programs for the future. It will serve as the guiding document for future decision making with regards to parks and recreation programming in the City of Bryan.</p> <p>With the adoption of the City's FY 2015 budget, the City Council committed money from the General Fund for both Plan updates: \$150,000 for the Comprehensive Plan update and \$50,000 for the Parks and Recreation Master Plan update. Since both planning efforts require similar public outreach strategies, a Request for Proposals (RFP) was developed that incorporates the Parks Master Plan into the Comprehensive Plan to achieve a better price/performance ratio. RFP#15-026 was released on February 6, 2015, and 3 sealed proposals were received and opened on March 6, 2015. A selection committee comprised of City of Bryan staff and representatives from the Planning and Zoning Commission and the Parks and Recreation Advisory Board reviewed the proposals on March 26, April 7, and April 16, 2015. It was determined that the proposal by Freese and Nichols, Inc., (FNI) was the proposal providing the best value to the City for the services offered at a fee not to exceed \$200,000.</p> <p>The Comprehensive Plan and Parks Master Plan Update will include the following components:</p> <ul style="list-style-type: none"> • Introduction and Executive Summary – A brief overview of the plan, outlining the vision, detailed goals and objectives and policy statements to be used as a guide for future decision making and marketing tool in the 			

community. The executive summary will be incorporated as part of the plan document and as a stand-alone document in a brochure or newsletter format that can be easily reproduced for mass distribution.

- Community Profile – A City of Bryan updated profile including, but not limited to, community history, location, and general characteristics, demographics, 2010 Census data, as well as including demographic projections for the next 20 years and comprehensive planning history.
- Economy – A review, with analysis, of the internal, external, local and regional economic factors that will influence future growth and development. This analysis will include, but not be limited to, the impact of the BioCorridor, Downtown Bryan redevelopment, and oil and gas production in the region.
- Education – A review, with analysis, and update of the plan section regarding education and how the Bryan Independent School District, Blinn College, Texas A&M University, and private schools will influence the future growth of the City of Bryan.
- Health and Wellness – The development of a plan section related to healthy living and wellness which will analyze internal, external, local and regional factors which influence the health and wellness of Bryan’s residents. This element will take into consideration the City’s recent collaboration with St. Joseph Regional Health Center to develop a Health and Wellness District Master Plan and make recommendations on key issues to quality of life amenities.
- Current and Future Land Use Plan – A review, with analysis, and update of plan sections on existing land use, land use issues, land use policies, and future land use and develop criteria and growth scenarios to guide future land use decisions and help manage long term growth in the City.
- Transportation – A review, with analysis, and update of the plan section on transportation and identify needs for improvement of the system from expected growth and development. This element will incorporate City Council-approved changes to the City’s Thoroughfare Plan.
- Community Appearance – A review, with analysis, and update of the plan section on community appearance.
- Parks, Open Space and Trails – A complete update to the plan section on parks open space and trails and the development of this element into a Park, Recreation, and Open Space Master Plan that meets at least the minimum requirements to be accepted by the Texas Parks & Wildlife Department in accordance with the department’s Local Park Grant Programs Manual.
- Municipal Services and Facilities – A review, with analysis, and update of the plan section on municipal services and facilities.
- Implementation – The development of a feasible work program or strategies for implementation of the plan.

Earlier this year, in a Memorandum of Understanding (MOU) with the Blinn College Board of Trustees, Bryan City Council committed to develop a master plan for orderly growth in and around the new Blinn College west Bryan campus site at Harvey Mitchell Parkway (FM2818) and Leonard Road. That plan is to identify appropriate future land uses, roads and development standards, and encourage new office, retail, commercial and residential development opportunities in west Bryan. The small area plan portion of this contract was only recently added, after the firm had been selected through the RFP process for the Comprehensive Plan/Parks Master Plan Update. Since the firm is already committed to the Comprehensive Plan/Parks Master Plan Update, they are able to offer their services for the Blinn west Bryan campus small area plan portion of the contract for \$70,500, a better price/performance ratio than what could be achieved with bidding the small area plan out separately (upwards of \$100,000), according to several consultants staff approached in recent weeks. In addition, utilizing the same firm for the Comprehensive Plan/Parks Master Plan Update and the Small Area Plan will eliminate the need for duplicate efforts that may exist if staff were to work with two firms on these planning efforts that overlap.

This project will involve and rely on a high degree of public participation. Local elected and appointed officials, residents, businesses, agencies, and organizations will be strongly encouraged to participate throughout the 10-month long planning process. FNI has developed a strategy to encourage and facilitate public participation for the project with the goal of channeling public input into feasible goals and objectives.

The FNI team will work in partnership with a Comprehensive Plan Advisory Committee (CPAC) that will be appointed by the City Council to assist in the development of the plan, and to help ensure that all stakeholders and community residents can be involved in the planning process. Adoption of the plan updates by the City Council, anticipated in the summer of 2016, will complete the project.

STAFF'S RECOMMENDATION: Staff and the selection committee recommend approving this contract.

OPTIONS (In Suggested Order of Staff Preference):

1. approve the contract
2. request modifications to the contract, which will require approval by the consultant and possibly City Council approval at a future City Council meeting
3. postpone or deny the contract and provide direction to staff

ATTACHMENTS:

1. proposal received in response to RFP#15-026 from Freese and Nichols, Inc. (separate PDF)
2. contract for professional services with Freese and Nichols, Inc. (separate PDF)

FUNDING SOURCE: General Fund

APPROVALS: Lindsey Guindi, 5/22/15; Joey Dunn, 5-28-15; Hugh R. Walker, 05/31/2015

APPROVED FOR SUBMITTAL: CITY MANAGER Kean Register, 06/01/2015

APPROVED FOR SUBMITTAL: CITY ATTORNEY Janis K. Hampton, 06/02/2015

Revised 05/2013