



REPORT TO CITY COUNCIL

To: Honorable Mayor and Members of the City Council

From: Jason Simpson, City Manager

Prepared by: Damaris Abraham, Assistant Community Development Director

Date: March 12, 2024

Subject: Amendment No. 1 to the Professional Services Agreement with HELIX Environmental Planning, Inc. for the Mary McDonald Senior Apartments Project

Recommendation

Approve and authorize the City Manager to execute Amendment No. 1 to the Agreement for Professional Services with HELIX Environmental Planning, Inc. for additional services to prepare National Environmental Policy Act (NEPA) compliance documents for a total contract amount not to exceed \$67,150, in final form as approved by the City Attorney.

Background

The City owns the property at 200 N. Riley Street located on the northeast corner of Heald Avenue and Riley Street. A portion of the property is home to the Mary McDonald historic landmark. The remainder portion of the property was acquired by the City with Low and Moderate Income Housing Asset Funds for purposes of constructing an affordable senior housing project. These two areas will be merged into an integrated project subject to a perpetual historic preservation easement to protect the Mary McDonald historic landmark.

The Riley Street Senior Apartments Project, now known as the Mary McDonald Senior Apartments Project, consisting of 16-unit affordable senior apartment units and related improvements was approved by the Planning Commission with a determination that the project is categorically exempt from CEQA pursuant to Section 15332 (Class 32 Exemption).

Since approval of the project entitlements, the City has successfully applied for additional funding to leverage the use of the Low and Moderate Income Housing Asset Funds. The Project has been awarded 15 Project Based Vouchers by the Housing Authority of the County of Riverside and is slated to receive \$5 million of County American Rescue Act (ARPA) funding. The Project Based Vouchers and ARPA funding commitments trigger compliance under the National Environmental Policy Act (NEPA) as a condition to final approval of the funding contracts.

Discussion

The City entered into the original Professional Services Agreement with HELIX Environmental Planning, Inc. (HELIX) on September 26, 2023, for \$8,900 to prepare a Phase I archaeological survey to address Section 106 of the National Historic Preservation Act for the Mary McDonald Senior Apartments Project under the City Manager’s signature authority. That work is completed.

The proposed Amendment No. 1 is being requested for additional tasks to support review under the National Environmental Policy Act (NEPA) for this Project. Amendment No. 1 will incorporate Air Quality Assessment, Noise Assessment, Biological Resources Assessment, 8 Step Process, Phase I ESA, and the completion of the NEPA Environmental Review.

Compensation for the additional services provided under Amendment No. 1 will not exceed \$58,250, bringing the total compensation under the Agreement, as amended, to a contract amount not to exceed for \$67,150.

Fiscal Impact

The cost of preparing the environmental review will be covered by Low and Moderate Income Housing Asset Funds.

Attachments

- Attachment 1 – Amendment No. 1 Agreement
- Exhibit A – Consultant’s Proposal
- Attachment 2 – Original Agreement
- Attachment 3 – Aerial Map