



CITY COUNCIL STAFF REPORT

ITEM NO. 6.8

DATE: December 8, 2025

TO: Honorable Mayor and City Council

FROM: Brent Smith, Community Development Director

SUBJECT: Resolution authorizing the execution of a second amendment to the agreement with PlaceWorks Inc. for the General Plan Update to adjust the scope of work, increase the not-to-exceed amount from \$3,026,000 to \$3,272,000, and extend the term to March 31, 2027.

RECOMMENDED ACTION

Staff recommends the City Council adopt a resolution authorizing the City Manager to execute a second amendment to the agreement with PlaceWorks, Inc. to update the Livermore General Plan. The second amendment:

1. Adjusts the scope of work to integrate additional programs and technical analysis related to the General Plan;
2. Modifies the agreement not-to-exceed amount from \$3,026,000 to \$3,272,000; and
3. Extends the term of the agreement to March 31, 2027.

DECISION TYPE

Administrative

SUMMARY

On June 28, 2021, the City Council authorized the City Manager to execute a Professional Services Agreement (Agreement) with PlaceWorks for the comprehensive General Plan and Housing Element Update and Programmatic General Plan Environmental Impact Report (EIR). On October 23, 2023, Council authorized the first Amendment to the Agreement to account for additional analysis, new state legislation, and continued meetings of the General Plan Advisory Committee that progressively added to the scope of work.

To date, the work program is approximately 75% complete and the project team is currently engaged in technical writing and editing of the second round of the Administrative Draft General Plan and the Administrative Draft EIR. The scope of the work has gradually expanded due to the need for additional technical writing and editing to ensure policy alignment with City Council direction and community

priorities, as well as the integration of the Habitat Conservation Plan and adjustments to the Livermore Development Code. Therefore, staff recommends Council authorize the second amendment to the Agreement, which would provide additional time and resources to respond to changing conditions. Staff anticipates General Plan and Final EIR adoption would occur in the third quarter of 2026.

DISCUSSION

Since commencement of the General Plan Update, the project team has completed visioning, research and analysis and the development of existing conditions reports, a State certified Housing Element, evaluation of various future land use alternatives, a Draft General Plan Land Use Map, Draft Goals and Policies framework, and an Administrative Draft General Plan. Currently, the project team is completing second-round review of the Administrative Draft General Plan in anticipation of publishing a Public Draft General Plan and conducting community engagement in the first quarter of 2026. Additionally, the project team is preparing and reviewing the Administrative Draft EIR with the anticipation of publishing the document for public review and comment in the second quarter of 2026. Staff anticipates General Plan and Final EIR adoption hearings in the second and third quarters of 2026.

Over the course of the work program, additional items and adjustments were made to respond to changing circumstances. At this point in the process, the project team is requesting additional resources and time to complete the project. A second amendment to the Agreement includes a revised scope of work, additional funds, and extended project duration. Modifications to the scope of work and budget include:

Project Schedule Extension. The General Plan project timeline in the agreement is proposed to be extended by 18 months to March 2027 (or when all tasks are completed, whichever occurs first). The anticipated adoption date shifted from end of 2025 (under the First Amendment) to mid-2026. The proposed time extension is necessary to accommodate policy refinement, technical analysis and environmental review, and to ensure adequate time for public engagement and review of the Public Draft General Plan and Draft EIR. The agreement extension past the anticipated adoption date allows for close out tasks associated with creating an accessible and interactive online version of the General Plan.

Integration of Additional Programs. The General Plan would incorporate the Draft Habitat Conservation Plan (HCP), which requires updates to the project description, including its objectives, purpose, and planning area maps. The HCP is a regional planning tool that outlines strategies to protect sensitive biological resources while allowing for compatible development and critical infrastructure projects. Its integration into the General Plan ensures that Capital Improvement Projects align with long-term conservation goals and would enable streamlined regulatory permitting to reduce uncertainty and cost. The Draft EIR will evaluate the HCP's potential impact, particularly on biological resources, and address anticipated comments from regulatory agencies. Coordination will also include additional meetings with City staff, General Plan Consultants, and HCP consultants.

Technical Writing and Document Review. Preparation of a second Administrative Draft General Plan was necessary to incorporate substantial land use refinements, integrate updated technical input from economic and traffic subconsultants, and ensure consistency with the ongoing environmental review process. The additional draft allowed for a more thorough internal review, improving the clarity, organization, and usability of the document for decision-makers and the public. However, the additional draft required extended project management services and continued coordination with the EIR team, reflecting the expanded scope of work required to align the policy framework with City priorities,

infrastructure capacity, and regulatory requirements.

ENVIRONMENTAL DETERMINATION

Authorization to execute an amendment to a professional services agreement is an administrative action, which does not qualify as a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15378. Therefore, no environmental review is required.

FISCAL AND ADMINISTRATIVE IMPACTS

Allocation of City staff time would be necessary to administer the updated consultant agreement, participate in the document review, research and analysis, and community outreach. The second amendment to the Agreement would increase the not-to-exceed amount by \$246,000 from \$3,026,000 to \$3,272,000. The HCP is funded through a US Fish and Wildlife Grant awarded in 2022; staff anticipates that a portion of that grant funding will be used for costs associated with integration into the General Plan and General Plan EIR, which will partially offset the additional \$246,000. Staff expects to increase the FY 2026-27 budget as part of the FY 2026-27 budget update to accommodate the proposed contract amendment.

COMMUNITY PILLAR:

4: Inclusive and Inviting Spaces and Places

GOAL:

4: Continue to complete the General Plan Update

ATTACHMENTS

1. Resolution
2. Exhibit A - Second Amendment

Prepared by: Andy Ross
Principal Planner

Approved by:



Marianna A. Burch
City Manager

Fiscal Review by:



Tina Olson
Administrative Services Director