

Agenda Report

TO: CITY COUNCIL

DATE: December 2, 2002

FROM: CITY MANAGER

SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACT WITH PCR SERVICES CORPORATION TO PROVIDE PROFESSIONAL CONSULTING SERVICES FOR THE ENVIRONMENTAL IMPACT REPORT FOR THE PASADENA CONFERENCE CENTER EXPANSION PROJECT.

RECOMMENDATION

It is recommended that City Council authorize the City Manager to execute a contract with PCR Consulting Services, for an amount not to exceed \$110,000 to provide environmental consulting services for the Pasadena Conference Center Expansion project.

BACKGROUND

PCR Services Corporation is being recommended to prepare an Environmental Impact Report (EIR) for the expansion of the Pasadena Conference Center. The Pasadena Center Operating Company (PCOC) is proposing to improve existing facilities in order to meet current and future customer needs. The City and PCOC are working with the architectural firm Zimmer, Gunsal, Frasca Partnership who have partnered with several consultant teams in this undertaking.

The primary goal of the PCOC is to create a state-of-the-art conference center to attract national conventions. Given the proximity of the site to entertainment, dining, and lodging, the PCOC would like to maximize revenue and economic opportunities for the City of Pasadena by increasing tourism, meetings and conventions. Based on a lack of space, inefficient design and antiquated technology the existing conference center is unable to attract a large national level customer base and has relied primarily on local trade shows that do not significantly contribute to the local economy.

Staff foresees the following environmental topic areas as being *central* to the EIR analysis: aesthetics, air quality, historic resources, and transportation/traffic/parking. The EIR will include all sections as mandated by statute as well as any technical studies that may be needed to support the analysis in the body of the text. Staff and the consultants will be working closely with a number of groups through the EIR process such as the City Center Task Force and the Central District Specific Plan Steering Committee.

Staff distributed the Request for Proposals (RFP) to 15 consulting firms. The RFP requested consultant services for preparation of an EIR for the project. A pre-bid conference was held to present the project to interested consultants. Three consulting teams responded to the RFP and all three teams were interviewed for the project.

The proposals for the EIR were evaluated using the criteria set forth in the RFP, in accordance with the City's competitive selection process for professional services. The maximum point amount that could be awarded was 600 (100 points from six evaluators). PCR Services Corporation received the highest number of points with 535, Cotton Bridges Associates received 416 points and EIP Associates received 388 points. It is recommended that PCR Services Corporation, the firm receiving the highest total points from the evaluation team, be awarded the contract.

The expected timeline for the project EIR is eight months. The project is expected to commence in December, 2002 and continue into August, 2003.

FISCAL IMPACT

The total amount allocated for preparation of the EIR is \$110,000. The cost of this EIR will be paid for from PCOC funds that are available in the PCOC operating budget.


Respectfully submitted,


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City Manager


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Approved by:


Richard Bruckner
Director of Planning & Development

Attachments:

A- Preliminary Site Plan