

Agenda Report

June 15, 2015

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Planning & Community Development Department

SUBJECT: ACCEPTANCE OF \$491,770 FROM THE CALIFORNIA STRATEGIC GROWTH COUNCIL GRANT PROGRAM, AUTHORIZATION TO ENTER INTO A CONTRACT WITH RINCON CONSULTANTS, INC. FOR A TOTAL NOT TO EXCEED \$100,958 FOR THE PREPARATION OF A CLIMATE ACTION PLAN, AND APPROPRIATION OF \$91,780 FROM GRANT FUNDING

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the recommended action is exempt from review pursuant to the California Environmental Quality Act (CEQA), pursuant to the State CEQA guidelines Section 15061(b)(3);
2. Accept a grant and recognize revenues in the amount of \$491,770 to the Building Services Fund (204) awarded to the City through the California Strategic Growth Council Grant Program;
3. Appropriate \$91,780 of the grant funding to the Planning and Community Development Fiscal Year 2015 operating budget, Account 8115-204-444200-91513 (Sustainability Growth Council Project) for the preparation of a Climate Action Plan;
4. Authorize the City Manager or his designee to enter into a contract, without competitive bidding pursuant to City Charter Section 1002(F), contracts for professional or unique services, with Rincon Consultants, Inc. for an amount not to exceed \$100,958 for the preparation of a Climate Action Plan.

BACKGROUND:

The Strategic Growth Council (SGC) is a state cabinet level inter-agency committee that manages competitive grants to cities, counties, and designated regional agencies through the Sustainable Communities Planning Grants & Incentives Program. In

February 2014, the Planning and Community Development Department applied to SGC for a grant for \$500,000 to develop a Climate Action Plan (CAP) and to augment the existing funding for background research and public outreach in developing the appropriate zoning tools to implement the 2035 General Plan vision and Citywide design guidelines.

In July 2014, SGC announced that the City had been awarded a Sustainable Communities Planning Grant totaling \$491,770. The grant includes an environmental justice component requiring the City to implement a work program that has direct benefits to underserved communities in the City. The grant, which will be administered by the Planning and Community Development Department, consists of two components: 1) Preparation of a Climate Action Plan (CAP); and 2) Development of the appropriate zoning tools to implement the 2035 General Plan vision and Citywide design guidelines. Both components of the grant must be completed in order to receive funding from SGC.

Climate Action Plan: In response to global climate change, the State of California's Governor's Office and Legislature have created Greenhouse Gases (GHG) reduction targets for the state and local jurisdictions. A CAP is a document that outlines specific activities to reduce GHG emissions to help achieve GHG reduction targets. The proposed scope of work for preparation of the CAP includes:

- Updating the City's GHG emissions forecast;
- Establishing GHG emission reduction targets;
- Conducting public outreach;
- Developing and quantifying measures to reduce GHG emissions;
- Developing thresholds of significance for projects undergoing CEQA review;
- Preparing an implementation strategy; and
- Preparing the necessary CEQA compliance document (Negative Declaration or Mitigated Negative Declaration) that may be required to adopt a CAP.

A CAP will demonstrate that the City is assuming its responsibility for meeting State goals while also enabling the City to cost-effectively mitigate GHG emissions impacts. This would be a multi-departmental collaborative effort. The grant allocates \$91,780 to be used toward preparation of a CAP.

After the City was awarded the grant, a Request for Proposals (RFP) to prepare a CAP was posted on the Purchasing Division's website on September 24, 2014. Planning and Community Development Department staff received two proposals from Rincon Consultant Inc. and Atkins Consulting. The proposals were evaluated based on the following criteria stated in the RFP:

- a. Expertise, qualifications, feedback from references, and directly related experience of the consultant, including that of the individuals to be assigned to this engagement (50 percent)
- b. Ability to communicate clearly with the public, commissions, and City Council (30 percent)

- c. Cost of Services (10 percent)
- d. Local Pasadena Businesses preference (5 percent)
- e. Small and Micro-Businesses preference as certified by the State of California (5 percent)

Rincon Consultants Inc. scored 92.5 points and Atkins Consulting scored 75 points out of 100 points. While both firms were qualified, Rincon Consultants Inc. scored slightly higher in criterion (a) Expertise and Qualifications, because Rincon Consultants Inc. prepared the City's GHG Emission Inventory, which is typically a pre-cursor or the first step to preparing a CAP. Atkins Consulting scored lower in criterion (c) Cost of Services, because it's proposed budget would require additional funding from other sources to supplement grant funding, while Rincon Consultants Inc.'s proposed budget met the grant's allocation toward the CAP. Furthermore, Rincon Consultants Inc. has previously assisted the City of Pasadena in preparation of the Pasadena General Plan Noise Element, East Colorado Blvd Specific Plan Environmental Impact Report (EIR), and several other EIRs for Master Plans (Caltech Master Plan and All Saints Church Master Plan). Rincon Consultants Inc. also received a five percentage preference for being a small and micro-business. Neither firm is located in Pasadena.

Based on previous experience, Rincon Consultant Inc. has demonstrated their expertise and qualification in preparing CAPs, their ability to community clearly with staff, public, commissions, and City Council, and provided the lowest priced proposal which met the grant's allocation toward the CAP.

General Plan Implementation: The remainder of the grant (\$391,990) will be used for background research and public outreach in developing the appropriate zoning tools to implement the 2035 General Plan vision and Citywide design guidelines. The funding to complete the work to update the City's Design Guidelines, Specific Plans and Zoning Ordinance will be provided through a \$1.5 million grant awarded by Metropolitan Transportation Authority and the General Plan Maintenance Fee.

COUNCIL POLICY CONSIDERATION:

The City adopted the Urban Environmental Accords, which states that a jurisdiction will adopt a citywide greenhouse gas reduction plan that reduces the jurisdiction's emissions by 25 percent by 2030, including a system for accounting and auditing greenhouse gas emissions. Similarly, one of the implementation measures of the Open Space and Conservation Element adopted in January 2012 calls for the City to develop a CAP.

ENVIRONMENTAL ANALYSIS:

Acceptance, recognition and appropriation of grant funding, and entering into a contract are activities covered by the general rule that the California Environmental Quality Act (CEQA) applies only to projects that have the potential for causing a significant effect on the environment in accordance with Section 15061(b)(3) of the Guidelines. Where it can

be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activities are not subject to the provisions of CEQA. The environmental impacts associated with the projects utilizing the grant will be evaluated at a later time through an appropriate environmental review process. Therefore, no additional environmental review is needed at this time.

FISCAL IMPACT:

By recognizing the grant funding provided by SGC, the City will receive \$491,770 in grant funding over three years. Grant funds will be disbursed on a reimbursement basis. Per the grant agreement, \$91,780 is allocated for the CAP and the remaining \$399,990 is allocated toward background research and public outreach in development of the appropriate zoning tools to implement the 2035 General Plan vision and Citywide design guidelines. Contingency, indirect and support costs are expected to be addressed by utilization of existing budget appropriations.

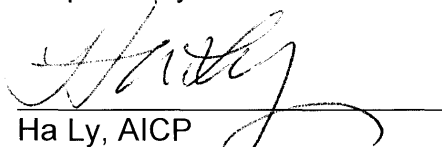
The total contract amount for Rincon Consultants, Inc. to prepare the CAP would not exceed \$100,958, which consists of the \$91,780 proposed amount and a 10 percent contingency of \$9,178. It is requested to appropriate \$91,780 of grant funding to Account 8115-204-444200-91513 (Sustainability Growth Council Project); \$9,178 will be funded out of existing appropriations in account 8115-204-444200 Project 91178 (General Plan Maintenance Fee). The remaining balance of the grant will be appropriated via future budget appropriations.

Respectfully submitted,



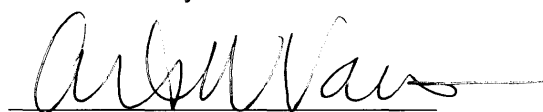
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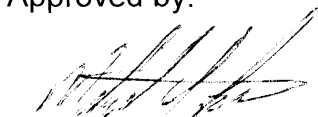
Ha Ly, AICP
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