



# Agenda Report

November 18, 2019

**TO:** Honorable Mayor and City Council  
**FROM:** Water and Power Department  
**SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACTS WITH PSOMAS AND DUDEK TO PROVIDE ON-CALL ENVIRONMENTAL SERVICES FOR THE WATER AND POWER DEPARTMENT**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the proposed action is not a project subject to the California Environmental Quality Act ("CEQA") pursuant to Section 21065 of CEQA and Sections 15060 (c)(2), 15060 (c)(3), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required for the project;
2. Authorize the City Manager to enter into a contract for an amount not to exceed \$500,000 or three years, whichever comes first, as the result of a competitive selection process, pursuant to Pasadena Municipal Code Section 4.08.047, with Psomas to provide on-call environmental services;
3. Authorize the City Manager to enter into a contract for an amount not to exceed \$500,000 or three years, whichever comes first, as the result of a competitive selection process, pursuant to Pasadena Municipal Code Section 4.08.047, with Dudek to provide on-call environmental services; and
4. Authorize the City Manager to extend the contracts for two optional one-year terms in amounts not to exceed \$150,000 per contract, per year.

## **BACKGROUND:**

Pasadena Water and Power ("PWP") regularly completes projects directed by the goals and recommendations associated with the CIP, which is guided by master and resource plans. Due to the nature of these projects, specialty expertise is often needed to complete environmental and regulatory tasks that are required during the course of a project for their successful implementation. Typical environmental services include environmental assessments and the preparation of compliance documents, regulatory permitting support, the development of restoration and habitat enhancement programs, and general environmental services to support engineered solutions for water supply and delivery.

On August 6, 2019, a Request for Proposals ("RFP") was issued seeking on-call environmental services to support the Water Division with the completion of various water utility capital improvement and maintenance projects. The RFP was posted on Planet Bids with proposals due on August 28, 2019. Six proposals were received, including four from local firms.

An evaluation of the proposals using the criteria set forth in the RFP was conducted. The proposals were evaluated in accordance with the stated criteria outlined in the RFP. The firms were scored as followed:

| <u>Rank</u> | <u>Firm Name</u> | <u>Location</u> | <u>Total Score</u> |
|-------------|------------------|-----------------|--------------------|
| 1           | Psomas           | Pasadena, CA    | 86                 |
| 1           | Dudek            | Pasadena, CA    | 86                 |
| 2           | Sapphos          | Pasadena, CA    | 82                 |
| 3           | ESA              | Pasadena, CA    | 77                 |
| 4           | Meridian         | Los Angeles, CA | 66                 |
| 5           | NV5              | Irvine, CA      | 55                 |

A complete summary of the ranked proposals is included in Attachment A. Based on the results of the evaluation, PWP selected the two firms that tied for the highest score and that best demonstrate the depth and range of environmental services, capabilities, and experience that will be needed. The selected firms will not be guaranteed any specific quantity or value of work and will not be eligible for any compensation except to the extent that is authorized and only upon completion of the assigned services to the City's satisfaction.

It is recommended that two individual contracts be awarded for \$500,000 to both firms for an initial three-year term with two optional one-year renewals of \$150,000 per vendor per year subject to City Manager approval. The optional two one-year extensions will allow flexibility in continuing work already started or starting new work upon expiration of the initial three year term as the need arises.

Once the approved contracts are in place, City staff will solicit proposals on a project by project basis from these consultants. Selection of the consultant per project will be by competitive selection keeping in consideration the type and complexity of analysis required, as well as the ability to perform the work efficiently.

Since 2014, the City has awarded Psomas 21 contracts, collectively valued at \$2,351,483, nine of which are currently active and valued at \$1,580,244. Since 2002, the City has awarded Dudek 25 contracts, collectively valued at \$1,947,818, five of which are currently active and valued at \$981,090.

**COUNCIL POLICY CONSIDERATION:**

The proposed contract is consistent with the Public Facilities Element of the General Plan and supports the Council's goal to improve, maintain and enhance public facilities infrastructure and to implement capital improvements that will maintain and rehabilitate infrastructure.

**ENVIRONMENTAL ANALYSIS:**

The action proposed herein is not a project subject to the CEQA in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060 (c)(2), 15060 (c)(3), and 15378. The awarding of contracts for professional services (including on-call environmental services) is an organizational and administrative action that would not cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. Therefore, the proposed action is not a "project" subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required. However, CEQA review may apply to construction projects in the future.

**FISCAL IMPACT:**

The total cost of this action is anticipated to be \$1,600,000, which includes the initial term of three years and optional two-year extensions for each contract.

|   | Psomas             | Dudek            |
|---|--------------------|------------------|
| Contract (Years 1 through 3)                | \$500,000          | \$500,000        |
| Optional Contract Extension (Years 4 and 5) | \$300,000          | \$300,000        |
| <b>Total Contract + Extension</b>           | <b>\$800,000</b>   | <b>\$800,000</b> |
|   |                    |                  |
| <b>Total Fiscal Impact</b>                  | <b>\$1,600,000</b> |                  |

It is anticipated that \$100,000 will be spent during Fiscal Year 2020. The remainder of the costs will be spent over the next two years, and two additional years if the contract extensions are exercised. Funding for this action in FY 2020 will be addressed by the utilization of existing appropriations in the adopted CIP ("CIP") Budget Number 1040 – Arroyo Seco Canyon Project. Funding for this action beyond FY 2020 will be addressed by the utilization of future budgeted appropriations in various Water-related CIP budget categories as appropriate.

Respectfully submitted,



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