

Agenda Report

March 9, 2020

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACT WITH CRAFTWATER ENGINEERING, INC. FOR STORM DRAIN MASTER PLAN AND WATERSHED ASSESSMENT IN AN AMOUNT NOT TO EXCEED \$750,000

RECOMMENDATION:

It is recommended that the City Council:

1. Find the proposed action is exempt from the California Environmental Quality Act (CEQA) in accordance with Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment and that there are no features that distinguish this project from others in the exempt class, and therefore, there are no unusual circumstances; and
2. Authorize the City Manager to enter into a contract, as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with Craftwater Engineering, Inc., for Storm Drain Master Plan and Watershed Assessment services for an amount not to exceed \$750,000 or five years, whichever occurs first. Competitive price bidding is not required pursuant to City Charter Section 1002(F).

BACKGROUND:

The Department of Public Works published a Request for Proposals (RFP) for development of a citywide storm drain master plan and watershed assessment. Key tasks include assessing the condition of the City's 35 miles of storm drain system and associated catch basins, connector pipes, manholes and culverts; analyzing the City's soils, land use and drainage patterns to determine effective siting for multi-benefit stormwater capture projects and potential "green street" projects to incorporate runoff in the roadway, such as bioswales or permeable pavements; developing a five-year capital improvement program to prioritize storm drain improvements based on pipe condition and determine the most efficient use of the City's capital funds; GIS build-out of the storm drain network and integration with the City's Lucity software; compilation of existing

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maintenance data to create an inventory of trouble spots; and, as-needed analysis and consultation on specific drainage related issues over the term of the contract.

Approved by voters as Measure W in November 2018, Los Angeles County's Safe Clean Water Program (Program) is a parcel tax that will provide approximately \$1.5 million annually to the City towards storm water quality improvements and regulatory compliance. The County tentatively expects to distribute program agreements to cities in April 2020, with disbursement of funds to occur in summer 2020. This multi-benefit measure is intended to fund programs that increase water quality and conservation, and provide community benefits. The County's Program also provides cities the opportunity to acquire additional funding through a competitive process for multi-benefit stormwater projects. The assessment of the City's watershed will help identify eligible projects to successfully compete for these additional Program funds.

The Department of Public Works issued an RFP for Storm Drain Master Plan and Watershed Assessment on September 30, 2019. The City received five proposals on November 20, 2019. In response to the RFP, below is a list of proposers:

Firm	City	Status
Michael Baker International, Inc.	Santa Ana, CA	Short-Listed
Craftwater Engineering, Inc.	San Diego, CA	Short-Listed
CWE	Fullerton, CA	Short-Listed
Dudek	Pasadena, CA	Short-Listed
Woodard & Curran, Inc.	Los Angeles, CA	Short-Listed

Based on the evaluation procedures and criteria specified in the RFP, the firms were scored and ranked by a selection committee. All five firms were determined to be qualified and were interviewed by the committee on January 24, 2020. Attachment A contains a summary of the proposal, interview and total scoring.

Craftwater Engineering, Inc. was ranked the highest and is recommended to provide professional services for Storm Drain Master Plan and Watershed Assessment services. As consultants for the Upper Los Angeles River Enhanced Watershed Management Program (EWMP) group, Craftwater Engineering, Inc. has thorough knowledge of the City's Arroyo Seco and Rio Hondo watersheds and is familiar with the City's obligations under the NPDES (National Pollutant Discharge Elimination System) permit. Craftwater Engineering, Inc. has completed similar studies for the cities of San Diego, Lakewood, Monrovia, Los Angeles, and Huntington Beach, as well as a storm drain master plan for the Jet Propulsion Laboratory (JPL).

Craftwater Engineering, Inc. is not currently under contract for other work with the City of Pasadena and has not worked for the City on any previous projects.

Based on the attached scoring, it is recommended that the City enter into a contract with Craftwater Engineering, Inc. for an amount not to exceed \$750,000 over a five-year term. The major work scope under the proposed contract, preparation of a Storm Drain Master Plan and Watershed Assessment will be completed in Fiscal Year (FY) 2021; then, on an

ongoing basis, the consultant will continue to provide master plan amendments, quarterly geodatabase updates, Safe Clean Water Program administration and assist with grant application preparation over the next five years.

COUNCIL POLICY CONSIDERATION:

This contract award is consistent with the City Council's goals to improve, maintain and enhance public facilities and Infrastructure, support and promote the quality of life and local economy, and ensure public safety. It is also consistent with the City's Green Street Policy, which furthers City Council's goal to increase conservation and sustainability and the General Plan Land Use policy to encourage and promote the stewardship of Pasadena's natural environment, including water conservation and the protection of water quality and natural open space.

ENVIRONMENTAL ANALYSIS:

This project is exempt from CEQA review pursuant to State CEQA Guidelines Section 15061(b)(3). The contract is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. 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 activity is not subject to the provisions of CEQA. This contract would retain a consultant for professional asset inventory services only. The specific designs and subsequent construction of capital improvement projects will be subject to appropriate project-level environmental review at the time each is brought forward for first discretionary action.

FISCAL IMPACT:

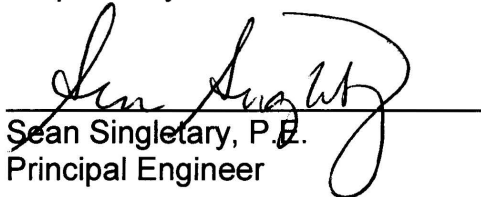
The cost of this on-call contract is a maximum of \$750,000 over five years. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the Storm Drain Master Plan Capital Improvement Program project (budget account 76914). It is anticipated that all of the costs for the five-year contract will be spent between FY 2020 and FY 2024.

Respectfully submitted,



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Director of Public Works

Prepared by:



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Principal Engineer

Approved by:



STEVE MERMELL
City Manager

Attachment A - Consultant Scoring and Ranking Sheet