

# Agenda Report

**TO:** CITY COUNCIL

**DATE:** DECEMBER 20, 2004

**FROM:** CITY MANAGER

**SUBJECT:** AUTHORIZATION TO ENTER INTO CONTRACT WITH RINCON CONSULTANTS, INC. TO PROVIDE PROFESSIONAL CONSULTING SERVICES IN THE PREPARATION OF A SUBSEQUENT ENVIRONMENTAL IMPACT REPORT (SEIR) FOR THE CALIFORNIA INSTITUTE OF TECHNOLOGY (CALTECH) MASTER DEVELOPMENT PLAN AMENDMENT

## **RECOMMENDATION**

It is recommended that City Council authorize the City Manager to execute a contract with Rincon Consultants, Inc., for an amount not to exceed \$115,000 in the preparation of a SEIR for the Caltech Master Plan Amendment. Competitive bidding is not required pursuant to City Charter Section 1002 (F) for contracts for professional or unique services.

## **BACKGROUND**

Rincon Consultants, Inc. is being recommended to prepare the SEIR for the Caltech Master Plan Amendment.

A Master Plan for Caltech was first adopted in 1989, with subsequent amendments to the Master Plan approved in 1995 and 1999. The Master Plan provides for 1.6 million gross square feet of new academic and administrative space in the area north of California Boulevard, and bounded by Holliston Avenue, Wilson Avenue, and Del Mar Boulevard. For the area south of California Boulevard and north of the existing playing fields, the Master Plan provides for development of 150,000 square feet of new building space. The Caltech Master Plan addresses and includes strategies for Open-Space, Landscape, Circulation and Parking, Campus Utilities, Design Guidelines, and Implementation and Phasing Guidelines.

Caltech's application to amend its Master Plan consists of the following amendments:

- Provide for Campus development projects, which involve demolition of buildings or setback reduction not provided for in the Master Plan, such as the demolition and replacement of Mead Laboratory with a new 80,000-square foot laboratory,

demolition and replacement of graduate and undergraduate housing buildings, construction of a 100,000-square foot Campus Center with a 41-foot setback versus 60-foot setback stipulated in the Master Plan.

- Revisions to the east-west open space axis to modify the arcade dedication and pavilion requirements, and allowing for increased variation in architectural and design techniques, and revisions to the Design Guidelines for the north campus facilities.
- Revisions to the Design Review thresholds to match the City's current design review procedures.

In accordance with Article 11 of the State California Environmental Quality Act (CEQA) Guidelines, a Subsequent EIR will be prepared to assess the potential impacts associated with the proposed amendments to the Caltech Master Plan.

Staff distributed the Request for Proposals (RFP) to five consulting firms. Three firms responded to the RFP, and were invited for an interview.

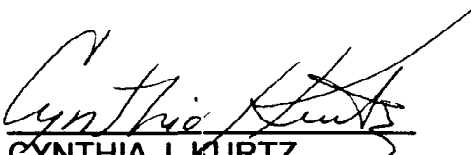
The proposals for the consulting services were evaluated using the criteria set forth in the RFP, in accordance with the City's competitive selection process for professional services. The maximum point amount that could be awarded was 100 points. Rincon Consultants, Inc. received the highest average score with 89.3 points, Advanced Planning and Research received 82 points, and Cotton/Bridges/Associates (CBA) received 79 points. The scoring by the selection panel is shown in Attachment A. It is recommended that Rincon Consultants, Inc., the firm receiving the highest total points from the selection panel, be awarded the contract.

The expected timeline for the project Subsequent EIR for the Caltech Master Plan Amendment is ten months. The consultant's work is expected to commence in January 2005 and continue into October 2005.

### **FISCAL IMPACT**

Before entering into a contract with the City, the applicant, Caltech, will deposit with the City the \$115,000 necessary to cover the cost of the consultant services for preparation of the Subsequent EIR.

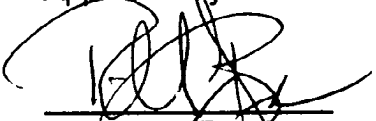
Respectfully submitted,

  
CYNTHIA J. KURTZ  
City Manager

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Director of Planning and Development

Attachment:

Attachment A – Consultant's Rankings

**Attachment A**

**CALIFORNIA INSTITUTE OF TECHNOLOGY (CALTECH)  
 MASTER DEVELOPMENT PLAN AMENDMENT  
 SUBSEQUENT ENVIRONMENTAL IMPACT REPORT (SEIR)  
 CONSULTANT'S RANKINGS**

Proposer Name	Criteria 1 Creative and Technical Approach (Max. Point = 25)	Criteria 2 Management Approach (Max. Point = 25)	Criteria 3 Price Proposal (Max. Point = 20)	Criteria 4 Project Team Qualifications (Max. Point = 20)	Criteria 5 Local Business (Max. Point = 5)	Criteria 6 Small and Micro-Business (Max. Point = 5)	Total Score  (100 points)
Rincon Consultants, Inc.	23.7	24.3	17.0	19.3	0.0	5.0	89.3
Advanced Planning and Research	20.7	20.0	19.0	17.3	5.0	0.0	82.0
Cotton/Bridges/Associates (CBA)	23.0	23.0	11.7	16.3	5.0	0.0	79.0