

# Agenda Report

December 15, 2014

**TO:** Honorable Mayor and City Council

**FROM:** Planning & Community Development Department

**SUBJECT: AMENDMENT TO CONTRACT NO. 21,287 WITH MATRIX ENVIRONMENTAL TO INCREASE THE TOTAL NOT-TO-EXCEED AMOUNT BY \$17,210 FROM \$736,916 TO \$754,126 FOR ENVIRONMENTAL CONSULTING SERVICES FOR A NEW PLANNED DEVELOPMENT PROJECT LOCATED AT 100 WEST WALNUT STREET (LINCOLN PROPERTY COMPANY/PARSONS SITE)**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the amendment to Contract No. 21,287 with Matrix Environmental is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) (General Rule); and
2. Authorize the City Manager to amend Contract No. 21,287 with Matrix Environmental, LLC. to increase the contract amount by \$17,210 thereby increasing the total not-to-exceed amount to \$754,126 for the preparation of the Environmental Impact Report (EIR) for a new planned development project located at 100 West Walnut Street (Lincoln Property Company/Parsons Site).

## **BACKGROUND:**

On May 13, 2013, the City approved Contract No. 21,287 with Matrix Environmental to provide environmental consulting services including the preparation of the Environmental Impact Report (EIR) for a new planned development project at 100 West Walnut Street (Lincoln Property Company/Parsons Site). The contract was approved at a not-to-exceed amount of \$626,016. Matrix Environmental has an office located in Los Angeles.

On April 28, 2014, the City approved an amendment to Contract No. 21,278 by \$110,900, increasing the not-to-exceed amount to \$736,916. The amendment was required as a result of the applicant's request to analyze the project as a two-phase development. The additional analysis included an expanded traffic analysis, additional

work related to visual analysis, additional analysis related to greenhouse gas, additional cost incurred by the project's archeological consultant, and the consultant's attendance at additional meetings not previously anticipated.

A Draft Environmental Impact Report was prepared by Matrix Environmental and was available for public review from June 20, 2014 through August 29, 2014. In response to the comments received, the applicant has refined the project description which requires additional work efforts by the consultant for the preparation of the Final Environmental Impact Report. The additional work efforts includes a detailed project description of the refined project focusing on those aspects of the project that are different than what was presented in the Draft EIR's project description. The Final EIR will include an analysis of each environmental issue of the Draft EIR and will focus on the incremental changes between the project as analyzed in the Draft EIR and the refined project. Additionally, the amendment to the contract will cover the cost of re-running certain Draft EIR analyses including Air Quality and Greenhouse Gas to evaluate the incremental changes from that which was previously studied.

All the efforts listed above will cost \$34,860. However, the contract has a remaining balance of \$17,650 under the contingency budget which will cover a portion of the tasks. The remaining tasks will require an increase of \$17,210 to the contract's not-to-exceed amount.


**ENVIRONMENTAL ANALYSIS:**

The proposed action is an authorization to amend the contract with Matrix Environmental for the preparation of an EIR for a planned development project at 100 West Walnut Street. This action is the preparation of a technical study only and is therefore exempt from CEQA per Section 15061(b)(3) (General Rule).

**FISCAL IMPACT:**

The cost of this action will be \$17,210, increasing the contract amount from \$736,916 to \$754,126, including all options and allowances, as well as labor, direct expenses and contingency. Funding for the preparation of the EIR document will not have a direct fiscal impact on the City's General Fund as all costs will be funded via payment from the applicant, who is responsible for all costs associated with the preparation of the EIR. The additional \$17,210 will be collected and deposited into account #8115-105-444100-95552 prior to the execution of the agreement and authorization of work. It is anticipated that remaining balance of the contract will be spent during the current fiscal year. Indirect and support costs such as maintenance and IT support are expected to be addressed by the utilization of existing budget appropriations in the Zoning Administration operations budget (101-444300).

Respectfully submitted,



VINCENT P. BERTONI, AICP  
Director of Planning & Community  
Development Department

Prepared by:



Betty Donovanik  
Senior Planner

Concurred by:



Kelvin Parker  
Principal Planner

Approved by:



MICHAEL J. BECK  
City Manager

**Disclosure Pursuant to the  
City of Pasadena Taxpayer Protection Amendment of 2000  
Pasadena City Charter, Article XVII**

Contractor/Organization hereby discloses its trustees, directors, partners, officers, and those with more than a 10% equity, participation, or revenue interest in Contractor/Organization, as follows:  
(If printing, please print legibly. Use additional sheets as necessary.)

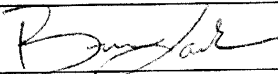
1. Contractor/Organization Name: Matrix Environmental LLC

2. Name(s) of trustees, directors, partners, officers of Contractor/Organization:

<u>Bruce Lackow</u>
<u>Stephanie Eyestone-Jones</u>

3. Names of those with more than a 10% equity, participation or revenue interest in Contractor/Organization:

<u>Bruce Lackow</u>	<u>50% ownership of Matrix.</u>
<u>Stephanie Eyestone-Jones</u>	<u>50% ownership of Matrix.</u>

Prepared by: 

Title: Bruce Lackow, President (424) 207-5333

Date: 12/2/2014

For office use only: Contract/Transaction No. _____  If not a contract, type of transaction: _____
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