



Agenda Report

October 7, 2019

TO: Honorable Mayor and City Council

FROM: Planning & Community Development Department

SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACTS WITH CDM SMITH INC, DUDEK, ECO TIERRA CONSULTING INC, ENVIRONMENTAL SCIENCE ASSOCIATES, EYESTONE-JONES ENVIRONMENTAL, LLC, GALVIN PRESERVATION ASSOCIATES INC., IMPACT SCIENCES, INC., MICHAEL BAKER INTERNATIONAL, INC., AND PSOMAS FOR PREPARATION OF ENVIRONMENTAL DOCUMENTS AND TECHNICAL STUDIES

RECOMMENDATION:

It is recommended that the City Council:

1. Find that actions proposed herein are 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 enter into contracts for an amount not to exceed \$600,000 or three years, whichever occurs first, based on a competitive selection process, pursuant to Pasadena Municipal Code Section 4.08.047 for preparation of environmental documents and technical studies to:
 - a) CDM Smith Inc.
 - b) EcoTierra Consulting Inc.
 - c) Eyestone-Jones Environmental, LCC
 - d) Impact Sciences Inc.
 - e) Psomas
 - f) Dudek
 - g) Environmental Science Associates
 - h) Galvin Preservation Associates Inc.
 - i) Michael Baker International, Inc.
3. Authorize the City Manager to extend the contracts for up to two additional one-year periods in amounts not to exceed \$200,000 per contract, per year.

BACKGROUND:

The City's Planning & Community Development Department contracts with various consultants for environmental processing services. In an effort to streamline the environmental review process, the City wishes to establish a list of consultants/firms for

as-needed services to process environmental documents for City projects and private projects.

The contracted services will be used on an as-needed basis and include preparation of environmental documents such as Initial Studies, Environmental Impact Reports, CEQA documentation, as well as, presentations before the City Council, Commissions, and other groups as assigned. The consultants' work may be for development projects including but not limited to General Plan Amendments, Zone Changes, Specific Plans, Specific Plan Amendments, Subdivision Maps, Design Reviews, Conditional Use Permits, Text Amendments and other planning work as the need may arise.

A Request for Proposals for environmental review services was issued on April 24, 2019 with seventeen (17) proposals received by the proposal due date.

To be considered for selection, proposals were to demonstrate significant experience in assisting cities with one or more types of environmental review for a variety of projects. Firms should be able to provide all the services necessary for environmental review of projects ranging from office, retail, residential, and mixed-use.

As proposed the consultants' list will be valid for a period of up to three (3) years. The RFP noted that the City may elect to place up to 10 firms on the list, depending on Proposals and area(s) of specialization (noise, air quality, historic preservation, health risk assessment, etc). In limited circumstances, the City may solicit proposals for highly technical or specialized work from firms not on the consultant list.

The Planning Department recommends award of contracts to the nine (9) highest scoring firms to use on an as-needed basis. The highest scoring firms demonstrated their strong experience in processing a variety of environmental documents with preference given to familiarity with Pasadena's development standards and experience with projects in Pasadena.

Firms with lower scores did not demonstrate their depth and breadth of experience, did not have as much notable experience with projects in Pasadena, or the proposed personnel did not have well rounded technical experience over the needed subject matters.

It is recommended that individual contracts be awarded for \$600,000 to all nine firms for an initial three year term with two optional one-year renewals of \$200,000 per vendor per year subject to City Manager approval.

Once the approved contracts are in place, City staff will solicit proposals on a project by project basis from a minimum of three of the consultants from the list depending on the type of environmental review or studies required. Selection of the firm/consultant per project will be by competitive selection and not lowest bid and will consider the type and complexity of analysis required as well as the ability to perform the work efficiently. Proposals will not usually be requested from firms that are already engaged on existing projects.

COUNCIL POLICY CONSIDERATION:

The proposed contract awards further the City's mission to deliver exemplary municipal services.

ENVIRONMENTAL REVIEW:

This project is exempt from CEQA review pursuant to State CEQA Guidelines Section 15061(b) 3. The contract awards are 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.

FISCAL IMPACT:

There is no impact to the City's General Fund associated with the contract awards. Costs associated with contract expenses for environmental review are paid by the project applicant. Funds are deposited into revenue account 10521003-661500 with contract expenses paid from 10521003-811500.

Respectfully submitted,



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Development Department

Prepared by:



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Approved by:



STEVE MERMELL
City Manager

Attachment: (1)

Attachment A – Evaluation Summary