



# Agenda Report

June 20, 2022

**TO:** Honorable Mayor and City Council  
**FROM:** Water and Power Department  
**SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH KENNEDY JENKS TO PROVIDE GENERAL ENGINEERING SERVICES**

## **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; and
2. Authorize the City Manager to enter into a contract for an amount not to exceed \$4,000,000 or five years, whichever comes first, as the result of a competitive selection process, pursuant to Pasadena Municipal Code Section 4.08.047, with Kennedy Jenks Consultants, Inc. ("Kennedy Jenks") to provide general engineering services.

## **BACKGROUND:**

Pasadena Water and Power ("PWP") regularly completes projects in its Capital Improvement Program ("CIP") that support the goals and recommendations as defined by master and resource plans such as the Water System and Resources Plan, which was adopted by the City Council in October 2021. Due to the volume and nature of the projects, a mix of in-house personnel and outside contract resources are needed to complete tasks, including those requiring general engineering services. Typical general engineering services contract Task Orders include studies, design, and construction support.

PWP's Water Division has been using multi-year engineering services contracts since 2005. Multi-year contracts have proven to be effective and beneficial by allowing PWP to efficiently obtain timely access to pre-qualified engineering firms that reduces the administrative burden and time associated with contracting for such services on a project-by-project basis.

utility capital improvement projects. The RFP was posted on Planet Bids with proposals due on April 7, 2022. The electronic posting generated notices to 1,534 vendors, including 103 local vendors. Documents were downloaded by 104 vendors, 12 of which were local. Four proposals were received, all of which were 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 shown in Table I below:

<b><u>Table I: RFP Scores</u></b>			
<b><u>Rank</u></b>	<b><u>Firm Name</u></b>	<b><u>Location</u></b>	<b><u>Total Score</u></b>
1	Kennedy Jenks Consultants, Inc.	Pasadena, CA	85
2	Dudek	Pasadena, CA	78
3	Yao Engineering, Inc.	Pasadena, CA	73
4	Geosyntec Consultants, Inc.	Pasadena, CA	70

Based on the results of the evaluation, PWP selected the firm with the highest score that best demonstrates the depth and range of general engineering services, capabilities, and experience that are needed. The selected firm is not guaranteed any specific quantity or value of work and is not eligible for any compensation except to the extent that is identified by the Task Order and only upon completion to the City's satisfaction. Additionally, PWP shall reserve the right to self-perform any work or conduct additional formal competitive selection processes that allow other firms to be considered.

It is recommended that one contract be awarded for \$4,000,000 to Kennedy Jenks for a five-year term with no optional extension periods.

Once the approved contract is in place, City staff will solicit proposals on a project by project basis from the consultant and award specific work through a Task Order process. Task Orders will be approved by PWP's Assistant General Manager of the Water Delivery Division.

Since 2019, the City has awarded Kennedy Jenks one contract with a value of \$3,000,000, which expires on June 3, 2023. PWP also awarded Kennedy Jenks one Purchase Order in 2019 for \$24,955.00.

#### **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. This contract supports PWP's Water System and Resources Plan by addressing the department's existing backlog of repairs and replacements and additional projects to increase the groundwater basin sustainable capacity, improve the water system, and address uncertainties in supply, regulations, and demand.

#### **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

**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 general engineering 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 \$4,000,000. Funding for this action will be addressed by the utilization of existing and future appropriations in various Water Fund (412) Capital Improvement Projects: 01040 – Arroyo Seco Canyon Project, 01075 – Sunset Reservoir Improvements, 01073 – Booster Improvements, 01093 – Reservoir Improvements, and 01080 – Distribution Mains. PWP anticipates spending \$800,000 in fiscal year 2023 with the remainder of the costs to be spent over the remaining four years. There is no anticipated impact to the operating budget.

Respectfully submitted,

  
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