

Agenda Report

August 28, 2023

TO: Honorable Mayor and City Council
FROM: Department of Transportation
SUBJECT: AUTHORIZATION TO EXTEND BY ONE YEAR WITH NO COST CHANGE, AGREEMENT 31,568 WITH TRC ENGINEERING SERVICES LLC FOR CONSULTANT SERVICES TO CONDUCT QUALITY CONTROL INSPECTIONS FOR THE PASADENA TRANSIT AND DIAL-A-RIDE FLEET

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;
2. Authorize the City Manager to extend Agreement 31,568 with TRC Engineering Services, LLC for one year for a total contract period of January 1, 2020, through June 30, 2024, for consultant services to conduct inspections of the Pasadena Transit and Pasadena Dial-A-Ride fleet with the current not to exceed contract amount \$130,085; and
3. It is further recommended that the City Council grant the proposed contract extension an exemption from the Competitive Selection process pursuant to Pasadena Municipal Code Section 4.08.049(B) contracts for which the City's best interests are served.

BACKGROUND:

The recommended action is to extend the contract with TRC Engineering Services by one year, for a total contract duration from January 1, 2020, through June 30, 2024 (54 months). This is a no cost change or impact. Due to the COVID pandemic, quality control fleet inspections were put on hold. TRC Engineering Services, LLC conducts third-party, on-board bus reviews of safety equipment, mechanical systems, and

maintenance documentation to ensure the maintenance conducted by City's transit operations contractor meet federal grant regulatory requirements. The City-owned transit fleet is comprised of 44 transit vehicles, including 29 fixed-route vehicles and 15 demand-response vehicles, all of which are maintained by the City's transit operations contractor. To ensure quality control over how the City's transit vehicle assets are being maintained, a Request for Proposal (RFP) was issued to hire a consultant to conduct vehicle fleet inspections. In 2019 City Council awarded a contract to TRC Engineering Services, LLC for an amount not to exceed \$130,085, with optional years allowing a term of 42 months. An extension of time is requested, as a contract balance remains to complete work postponed due to the pandemic. The vendor has performed well and to the satisfaction of the City.

COUNCIL POLICY CONSIDERATION:

This project supports the City Council Guiding Principle five of the General Plan: Mobility Element, to promote Pasadena as a city where people can circulate without cars. The project will allow the City to provide reliable public transportation by ensuring transit vehicles are properly maintained and that new transit vehicles are properly manufactured to the agreed-upon specifications.

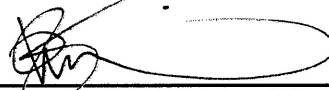
ENVIRONMENTAL ANALYSIS:

The action proposed herein is not a project subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060 (c)(2), 15060 (c)(3), and 15378. The extension of a contract for the inspections of Pasadena Transit and Pasadena Dial-A-Ride vehicles is a continuing administrative and maintenance activity 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.

FISCAL IMPACT:

This action will not require additional budget appropriation and there is no impact to the General Fund. Funding will use existing FY24 budget appropriations for this contract extension in the Proposition C contract services account (20924043-811400).

Respectfully submitted,



LAURA RUBIO-CORNEJO
Director
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