

Agenda Report

May 15, 2023

TO: Honorable Mayor and City Council

FROM: Planning & Community Development Department

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH HISTORIC RESOURCES GROUP FOR THE CITYWIDE HISTORIC CONTEXT STATEMENT AND HISTORIC RESOURCES SURVEY PROJECT

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action herein is exempt from the California Quality Act (CEQA) pursuant to CEQA guidelines Section 15061(b)(3) (Common Sense Exemption);
2. Authorize the City Manager to enter into a contract, as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with Historic Resources Group for the Citywide Historic Context Statement and Historic Resources Survey Project in an amount not to exceed \$500,000 for a period of three years. Competitive price bidding is not required pursuant to City Charter Section 1002(F) (contracts for professional or unique services); and
3. Authorize the City Manager to extend the three year contract for up to two additional one-year periods.

BACKGROUND:

The City last prepared a Citywide Historic Context Report and conducted a Citywide Historic Resources Survey in 1993. Since that time, targeted studies and surveys have been conducted of each period in the City's architectural history as well as specific types of historic resources; however it has been approximately 10 years since a study or survey of historic resources has been conducted. Previously prepared studies and surveys have been limited in scope or are inconsistent with current State and National standards for such efforts. In addition, these efforts are focused on architecture and building types, but do not provide sufficient identification of properties that may have

historical significance based on historical events, development trends, or historically significant people.

As a Certified Local Government (CLG) and a community rich with historic resources of many different types, awareness of the types and locations of the City's historic resources is essential to create a sense of community identity, maintain the City's status as a CLG and a leader in historic preservation, create a higher level of certainty in the planning process and ensure proper management of historic resources as required by the Zoning Code and State law.

Citywide Historic Resources Survey

In 2022, the City Council appropriated \$500,000 of funding to the Planning & Community Development Department to conduct a Citywide Historic Resources Survey.

Since the appropriation of the funds, staff has developed a work plan to guide the project and presented it to the Historic Preservation Commission, as an informational item, at a public meeting. The work plan states that the purpose/mission of the project "is to provide a comprehensive source of information about the types of resources that are significant to all aspects of the City's history and to identify buildings, structures, objects, sites and districts that meet the criteria for historical designation in the City's Historic Preservation Ordinance or for listing on the California Register of Historic Resources or the National Register of Historic Places." It further states that the project will be undertaken following all applicable national and state guidelines and will involve robust public engagement.

Consultant Selection

To ensure the project meets these goals and guidelines, staff has undertaken a competitive selection process to engage qualified professionals to conduct the project, under staff's supervision. A Request for Proposals (RFP) was issued on March 30, 2023 with four proposals received by the due date.

To be considered for selection, proposals were to demonstrate the following:

- An appropriate solution to complete the project as outlined in the RFP and work plan,
- Substantial knowledge and experience in completing project of similar scope and size for municipal agencies,
- Education and experience of staff assigned to the project meeting Secretary of the Interior's Professional Qualifications Standards,
- A realistic and efficient timeframe for completion of the project,
- Cost efficiency, and
- Small/micro business.

A panel of Planning & Community Development Department staff members evaluated the proposals based on the criteria set forth in the RFP, and in accordance with the City's competitive selection process for professional services. Based on the selection panel's analysis of the proposals received, Historic Resources Group was determined to be the most qualified to perform the required services for the City.

As such, it is recommended that a contract be awarded to Historic Resources Group for the Citywide Historic Context Statement and Historic Resources Survey Project in an amount not to exceed \$500,000 for a period of three years. Although unlikely based on the timeline outlined in the proposal, should the project duration exceed the recommended initial three year period, staff also recommends that the City Manager be authorized to grant up to two one-year contract extensions.

The review panel's averaged scores are summarized below (see further scoring details in Attachment A):

Firm	Score
Historic Resources Group	91.33
Page & Turnbull	78
ASM Affiliates	72.67
Sapphos Environmental	68.67

COUNCIL POLICY CONSIDERATION:

The proposed contract award will further the General Plan Land Use Element and would be consistent with Guiding Principle 2: "Pasadena's historic resources will be preserved. Citywide, new development will be in harmony with and enhance Pasadena's unique character and sense of place. New construction that could affect the integrity of historic resources will be compatible with, and differentiated from, the existing resource," and Goal 8, regarding historic preservation: "Preservation and enhancement of Pasadena's cultural and historic buildings, landscapes, streets and districts as valued assets and important representations of its past and a source of community identity, and social, ecological, and economic vitality."

ENVIRONMENTAL ANALYSIS:

This project is exempt from CEQA review pursuant to State CEQA Guidelines Section 15061(b)(3). The contract award is 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 fiscal impact to the City's General Fund associated with the contract award. Costs associated with contract expenses for this project will be paid from the General Fund account 10121001-685100; with \$500,000 allocated from the federal government's ARPA for this specific project.

Respectfully submitted,



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Development Department

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Approved by:



MIGUEL MÁRQUEZ
City Manager

Attachments: (2)

Attachment A: Evaluation Summary

Attachment B: Historic Resources Group Taxpayer Protection Amendment Form