

# Agenda Report

January 22, 2024

**TO:** Honorable Mayor and City Council  
**FROM:** Water and Power Department  
**SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH DUDEK TO PROVIDE ENVIRONMENTAL SERVICES FOR AN AMOUNT NOT-TO EXCEED \$800,000 FOR THE WATER AND POWER DEPARTMENT**

## **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; and
2. Authorize the City Manager to enter into a contract for an amount not to exceed \$800,000 or five years, whichever comes first, as the result of a competitive selection process, pursuant to Pasadena Municipal Code Section 4.08.047, with Dudek to provide environmental services.

## **BACKGROUND:**

Pasadena Water and Power ("PWP") 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. These projects often require specialty expertise to complete environmental assessments, preparation of compliance documents, regulatory permitting support, development of restoration and habitat enhancement programs, and general environmental services to support engineering solutions for water supply and delivery.

On October 11, 2023, a Request for Proposals ("RFP") was issued, seeking environmental services to support PWP with the completion of various water utility capital improvement and maintenance projects. The RFP was posted on OpenGov Procurement with proposals due on November 1, 2023. The electronic posting generated notices to 3,849 vendors. Documents were downloaded by 55 vendors, 4 of which are local. Four proposals were received, including two 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 and were scored as follows:

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<u>Firm Name</u>	<u>Location</u>	<u>Total Score</u>
Dudek	Pasadena, CA	88.6
Psomas	Pasadena, CA	83.1
Impact Sciences, Inc.	Los Angeles, CA	77.2
Universal Engineering Sciences	Irvine, CA	74.0

A complete summary of the ranked proposals is included in Attachment A. Dudek resulted with the highest score evaluated on a set of criteria demonstrating the firm's depth and range of environmental services, experience, cost, and the company is located in Pasadena. The selected firm will not be guaranteed any specific quantity or value of work and will not be eligible for any compensation except to the extent that is identified by the awarded task order and only upon completion to the City's satisfaction.

It is recommended that Dudek is awarded a contract for an amount not to exceed \$800,000 or five years, whichever comes first. Once the approved contract is in place, City staff will solicit a proposal 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 Water.

Since 2013, the City has awarded Dudek approximately 37 contracts (8 contracts and 29 purchase orders), collectively valued at approximately \$10,237,764. Currently, eight contracts are active, and three of which are with PWP.

**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 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.

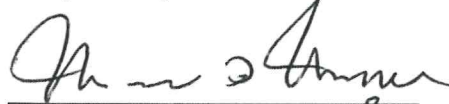
**ENVIRONMENTAL ANALYSIS:**

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 (c)(3), and 15378. The awarding of contracts for professional services (including environmental 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 \$800,000. Funding for this action will be addressed by the utilization of existing and future appropriations in various Water Fund (412) Capital Improvement Projects: 01074 – Well Improvements and 01088 – New Water Well. PWP anticipates spending \$10,000 on the current capital work plan in fiscal year 2024 with the remainder of the costs to be spent over the remaining five years. There is no anticipated impact to the operating budget.

Respectfully submitted,



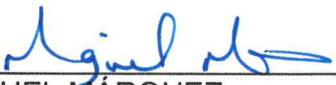
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