



Agenda Report

October 21, 2024

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH CRAFTWATER ENGINEERING, INC. FOR PROFESSIONAL ENGINEERING AND DESIGN SERVICES FOR THE EATON WASH STORMWATER CAPTURE PROJECT – DESIGN PHASE FOR AN AMOUNT NOT TO EXCEED \$2,026,231

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action does not constitute 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, as the result of the competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with Craftwater Engineering, Inc. for professional engineering and design services for the Eaton Wash Stormwater Capture Project – Design Phase in an amount not to exceed \$2,026,231, which includes the base contract amount of \$1,761,940 and a contingency of \$264,291 to provide for any necessary change orders. Competitive price bidding is not required pursuant to City Charter Section 1002(F) (contracts for professional or unique services).

BACKGROUND:

The National Pollutant Discharge Elimination System (NPDES) permit issued by the California Regional Water Quality Control Board (RWQCB) requires the City to take steps necessary to reduce or eliminate pollution in stormwater runoff. In addition, the City is part of a group of 18 agencies who participate in the Upper Los Angeles River (ULAR) Enhanced Watershed Management Program which addresses NPDES compliance issues as a watershed region rather than as independent municipalities. Water in the Rio Hondo

River, which is a major tributary of the Los Angeles River regularly exceeds the Total Maximum Daily Load for bacteria and other pollutants set by the RWQCB.

The Eaton Wash conveys stormwater from eastern portions of the City, and areas north of there, through the City to the Rio Hondo River, Los Angeles River, and eventually the Pacific Ocean. The proposed Eaton Wash Stormwater Capture Project is intended to intercept, filter, and infiltrate storm and dry weather flows from portions of the Eaton Wash drainage basin located upstream of the selected site. Once constructed, the project will assist with meeting regulatory compliance for stormwater pollutants as required under the City's NPDES permit. Indirectly, the project will also provide community benefits including enhanced urban greening, creation of new habitat and green space, and passive recreational opportunities.

In 2022, a preliminary design study was performed to determine the feasibility of placing a stormwater project at a City owned property identified along the Eaton Wash. A workable concept plan (Attachment A) was developed from that study and used to apply to the Safe, Clean, Water Program (Measure W) Regional Infrastructure grant program for funding. In August 2023, the City was awarded a Measure W competitive grant of \$2,292,762 for the design phase of the project. Following approval and receipt of funds, the City identified a second potential project site. Through the design process, staff will determine the optimal site for the project, including criteria such as infiltration opportunity, cost of construction, and overall feasibility. Ultimately, the location determined to be most suitable will be selected and the final design will be based on the selected location.

The scope of services under the proposed contract includes: 1) Public outreach and engagement to introduce project concepts to all stakeholders and solicit feedback; 2) Preliminary engineering and design; 3) CEQA and environmental permitting, and 4) Development of the final construction contract documents and construction support.

The Department of Public Works issued a Request for Proposals (RFP) on July 8, 2024, to solicit for professional engineering and design services. The City received three proposals on August 5, 2024 in response to the RFP.

Below is a list of proposers and proposal rankings:

Firm	City	Average Score
Craftwater Engineering, Inc.	Pasadena, CA	91
CWE	Fullerton, CA	56
Proactive Engineering Consultants	Foothill Ranch, CA	68

Based on the evaluation procedures and criteria specified in the RFP, the proposals were evaluated, scored, and ranked by a selection committee comprised of staff from the Public Works Department. Consistent with the City's Municipal Code, local Pasadena-based firms were granted five additional points in the scoring of their proposals.

Attachment B summarizes the selection committee's scoring for all proposing firms based on the established evaluation criteria.

As a result of qualifications and scoring, staff is recommending this contract award to Craftwater Engineering, Inc., who's proposal demonstrated the highest competency in civil innovations, outreach and engagement strategy, and Safe, Clean Water Program experience. Craftwater Engineering, Inc. operates an office in Pasadena and is headquartered in San Diego, California. The firm's staff has over 30 years of professional experience providing services in stormwater capture feasibility studies, design, watershed planning, and infrastructure performance monitoring and reporting for numerous public agencies. Moreover, Craftwater has worked directly with the City on multiple projects, including completion of the Feasibility Study for the Eaton Wash Stormwater Capture Project concept and the subsequent funding application for the Safe, Clean Water Program, which resulted in the Measure W competitive grant award. In addition, they led the development of the Feasibility Study and the Measure W application for the Arroyo Seco Water Reuse Project—which was successful in receiving full design and construction funding—and are currently leading that project's design. The combination of experience with the City, familiarity with Pasadena's watersheds, and knowledge of the Eaton Wash Stormwater Capture Project concept development proved superior to the other proposers for this project.

It is recommended the City enter into a contract with Craftwater Engineering, Inc. for an amount not to exceed \$2,026,231. A 15 percent contingency is being recommended to address any additional services that may be required.

The proposed contract will be structured as follows:

Professional Engineering and Design Services	\$1,761,940
Contingency Allowance	<u>\$ 264,291</u>
Contract "Not to Exceed" Amount	\$2,026,231

Design is expected to begin in November 2024 and to be completed in Spring 2026.

COUNCIL POLICY CONSIDERATION:

This project is consistent with the City Council's strategic goals to improve, maintain, and enhance public facilities and infrastructure, support and promote the quality of life, and increase conservation and sustainability.

ENVIRONMENTAL ANALYSIS:

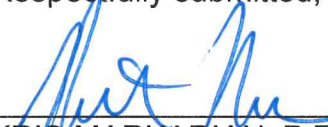
The action proposed herein does not constitute a project subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060 (c)(2), 15060 (c)(3), and 15378. The authorization to enter into a contract for professional services is an administrative activity that would not result in direct or indirect physical changes in the environment. The proposed agreement is limited to professional engineering and design services for the Eaton Wash Stormwater Capture Project and does not commit the City to undertaking or implementing the design. 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:

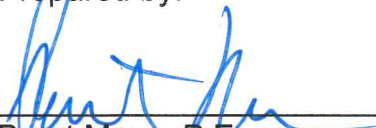
The total cost of this contract is \$2,026,231 and the total cost of this action, including staff time and administration of the contract, is not expected to exceed \$2,226,231. Funding for this action will be addressed by the utilization of the existing budgeted appropriations in the *Eaton Wash Stormwater Capture Project – Design Phase (76295)* CIP project which has been fully funded with a Safe, Clean Water Program (Measure W) competitive grant. There is no impact on the general fund.

Description	Cost
Base Contract	\$1,761,940
Contingency	\$264,291
Contract Administration and Management	\$200,000
Total	\$2,226,231


Respectfully submitted,

For 
KRIS MARKARIAN, P.E.
Acting Director of Public Works

Prepared by:


Brent Maue, P.E.
Acting City Engineer

Approved by:

for 
MIGUEL MARQUEZ
City Manager