

Agenda Report

September 29, 2025

TO: Honorable Mayor and City Council

FROM: Water and Power Department

SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO INDIVIDUAL CONTRACTS WITH DUDEK AND MICHAEL BAKER INTERNATIONAL TO PROVIDE ON-CALL ENVIRONMENTAL SERVICES FOR UP TO FOUR YEARS FOR AN AMOUNT NOT-TO-EXCEED \$3,500,000

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed contract authorization is not a project subject to the California Environmental Quality Act ("CEQA") 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;
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 Dudek to provide on-call environmental services for four years and in an amount not-to-exceed \$1,750,000, which includes the base contract amount of \$1,600,000 and a contingency of \$150,000 to provide for any necessary change orders. Competitive price bidding is not required pursuant to City Charter Section 1002 (F) Contract for professional or unique services;
3. 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 Michael Baker International to provide on-call environmental services for four years and in an amount not-to-exceed \$1,750,000, which includes the base contract amount of \$1,600,000 and a contingency of \$150,000 to provide for any necessary change orders. Competitive price bidding is not required pursuant to City Charter Section 1002 (F) Contract for professional or unique services; and
4. Authorize the City Manager to approve no-cost amendments to each contract including durational extensions.

BACKGROUND:

Pasadena Water and Power (“PWP”) completes projects in the Capital Improvement Program (“CIP”) that support the goals and recommendations defined by the adopted Water System and Resources Plan. These projects often require specialty expertise to complete environmental assessments, preparation of compliance documents, permitting support, development of restoration and habitat enhancement programs, pre-construction surveys and construction monitoring and other general environmental services to support water supply and delivery. Multi-year contracts have proven to be beneficial by allowing PWP to efficiently obtain timely access to on-call service firms and to reduce the administrative burden and time associated with contracting for such services on a project-by-project basis.

On June 10, 2025, a Request for Proposals (“RFP”) was issued, seeking environmental services to support the Water Division with the completion of various water capital improvement and maintenance projects. The RFP was posted on OpenGov Procurement with proposals due on July 17, 2025. The electronic posting generated notices to 5,044 vendors. Documents were downloaded by 95 vendors, seven of which are local. Six proposals were received, including from three local consultants.

An evaluation panel, comprised of PWP staff, evaluated the proposals using the criteria set forth in the RFP. The proposals were scored as follows.

<u>Firm Name</u>	<u>Location</u>	<u>Total Score</u>
Dudek	Pasadena, CA	87.9
Michael Baker International	Los Angeles, CA	86.3
ESA	Pasadena, CA	83.7
UltraSystem Environmental Inc.	Irvine, CA	81.7
Psomas	Pasadena, CA	80.7
Envicom Corporation	Westlake Village, CA	79.0

The evaluation summary of the proposals is included in Attachment A. Based on the results of the evaluation, PWP selected the top two scoring consultants to be awarded contracts based on their understanding of the scope of work, range of environmental services, experience, and cost. The highest scoring consultant, Dudek, is located in Pasadena.

The selected firms will not be guaranteed any specific quantity or value of work and will not be eligible for any compensation except to the amount that is identified by the awarded task order and only upon completion of the work to PWP’s satisfaction. 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 four-year contracts with one year no-cost renewals in the amount of \$1,750,000 each be awarded to Dudek and Michael Baker International, the two firms with the highest scores. Once the approved contracts are in place, PWP will solicit a proposal on a project-by-project basis from the consultants and award specific work through a task order process.

COUNCIL POLICY CONSIDERATION:

The proposed contracts are consistent with the Public Facilities Element of the General Plan and support the Council's goal to improve, maintain and enhance public facilities infrastructure and to implement capital improvements that will maintain and rehabilitate infrastructure. The contracts support the City'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 capacity, improve the water system, and address uncertainties in regulations, supply, 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:

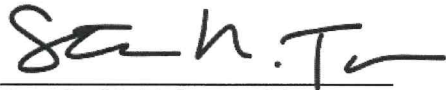
The total cost of these contracts is \$3,500,000. Funding for this action will be primarily addressed using existing and future budgeted appropriations in various Water-related Capital Improvement Programs including Arroyo Seco Canyon Project (01040), Sunset Reservoir Improvements (01075), New Water Well (01088) estimated at approximately \$3 million. It is anticipated that approximately \$400,000 will be spent during the current fiscal year. There is no impact to the General Fund.

Respectfully submitted,



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