

# Agenda Report

June 8, 2026

**TO:** Honorable Mayor and City Council

**FROM:** Water and Power Department

**SUBJECT:** **AUTHORIZE THE CITY MANAGER TO ENTER INTO INDIVIDUAL CONTRACTS WITH MICHAEL BAKER INTERNATIONAL AND WOODARD AND CURRAN TO PROVIDE ON-CALL ENVIRONMENTAL SERVICES FOR UP TO FIVE YEARS FOR A GRAND TOTAL 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 Michael Baker International to provide on-call environmental services for five years and in an amount not-to-exceed \$1,750,000. Competitive price bidding is not required pursuant to City Charter Section 1002 (F) Contract for professional or unique services; and
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 Woodard & Curran to provide on-call environmental services for five years and in an amount not-to-exceed \$1,750,000. Competitive price bidding is not required pursuant to City Charter Section 1002 (F) Contract for professional or unique services.

## **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. Additionally, qualification for federal funding may require prescribed language for contract and procurement services.

On November 26, 2025, a Request for Proposals (“RFP”) was issued, seeking environmental services to support PWP with the completion of various water capital improvement and maintenance projects. The RFP was posted on OpenGov Procurement with proposals due on December 18, 2025. The electronic posting generated notices to 5,247 vendors. Documents were downloaded by 87 vendors, seven of which are local. Six proposals were received, including two from 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>
<b>Michael Baker International</b>	<b>Los Angeles, CA</b>	<b>87.0</b>
<b>Woodard &amp; Curran</b>	<b>Los Angeles, CA</b>	<b>85.4</b>
Aspen Environmental Group	Agoura Hills, CA	82.3
Dudek	Pasadena, CA	80.8
Tetra Tech, Inc	Pasadena, CA	78.5
E2 Consulting Engineers, Inc	Emeryville, CA	72.4

The evaluation summary of the proposals is included in Attachment A. PWP staff compared the rates of the two consultants with the other proposals and based on that comparison and previous environmental work, determined that the rates are fair and reasonable. The costs will be per the consultant’s proposals dated December 2025. 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, Michael Baker International, is located in Los Angeles.

The selected firms will not be guaranteed any specific quantity or value of work and will not be eligible for any compensation except for 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 competitive formal selection processes that allow other firms to be considered.

It is recommended that five-year contracts in the amount of \$1,750,000 each be awarded to Michael Baker International and Woodard & Curran, 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.

Michael Baker International is a national engineering, planning, and environmental consulting firm with extensive experience supporting federal, state, and local agencies, including work on FEMA-funded environmental compliance and infrastructure projects. The firm has provided environmental planning, permitting, and CEQA/NEPA services for numerous Southern California public agencies and has prior experience supporting City projects. Since 2016, the City has awarded Michael Baker International approximately 46 contracts. Currently, seven contracts are active, two of which are with PWP.

Woodard & Curran is a national environmental and infrastructure consulting firm providing engineering, environmental compliance, and regulatory support services to public agencies including California. The firm has experience supporting federally funded projects and assisting agencies with environmental documentation, permitting, and grant compliance requirements. Since 2019, the City has awarded Woodard & Curran one contract, which was with PWP. This contract is not active.

#### **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 PWP's Water System and Resources Plan by addressing critical repairs, 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.

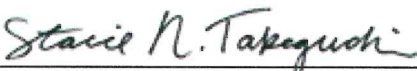
**FISCAL IMPACT:**

The maximum cost of these two contracts combined will be \$3,500,000 over the course of the five-year term, should all authorized services be fully expended. Funding for this action will be primarily addressed using existing and future budgeted appropriations in various Water-related Capital Improvement Programs including Don Benito Reservoir Replacement (1093) Arroyo Seco Canyon Project (1040), Sunset Reservoir Improvements (1075), Water Reuse Project (1013), Distribution Mains (1080), and Advanced Metering Infrastructure (1078). It is anticipated that approximately \$300,000 will be spent during the next fiscal year. There is no impact to the General Fund.

Respectfully submitted,

  
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Attachment A – On-Call Environmental Services Proposal Evaluation Summary