

Agenda Report

TO: CITY COUNCIL

DATE: NOVEMBER 30, 1998

FROM: CITY MANAGER

SUBJECT: AUTHORIZATION TO NEGOTIATE AND EXECUTE CONTRACTS WITH SAPPHOS ENVIRONMENTAL FOR \$134,964 AND BARTON-ASCHMAN ASSOCIATES, INC. FOR \$56,207 FOR CONSULTING SERVICES TO PREPARE A MASTER ENVIRONMENTAL IMPACT REPORT AND A TRANSPORTATION/CIRCULATION STUDY FOR THIS REPORT ON THE ARROYO SECO MASTER PLAN AND AUTHORIZATION TO RAISE THE FUNDING FOR THE ARROYO SECO MASTER PLAN MASTER ENVIRONMENTAL IMPACT REPORT FROM \$165,000 TO \$191,171.

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the City Manager to negotiate and execute a contract for \$134,964 with Sapphos Environmental to provide consulting services to prepare a Master Environmental Impact Report (MEIR) for the Arroyo Seco Master Plan;
2. Authorize the City Manager to negotiate and execute a contract for \$56,207 with Barton-Aschman Associates, Inc. to provide consulting services to prepare a transportation/circulation study for inclusion within the MEIR; and
3. Approve a journal voucher transferring \$26,171 from the General Fund Stabilization Reserve to Arroyo Seco Environmental Impact Report Project (Budget Account 77475-301).

EXECUTIVE SUMMARY

On November 24 1997, the City Council consolidated the separate Environmental Impact Reports for the Lower Arroyo Seco Master Plan, Central Arroyo Master Plan and Hahamongna Watershed Park Master Plan. In March 1998, the City Council consolidated the funding for the Master Environmental Impact Report (MEIR) into one account in the amount of \$165,000.

After issuing a Request for Qualifications and pursuing the City of Pasadena's Request For Proposal (RFP) procedure, two consultants have been selected; Sapphos

Environmental to analyze the environmental impacts of the three plans in the Arroyo Seco Master Plan and prepare the MEIR and Barton-Aschman Associates, Inc. to prepare the transportation/circulation analysis for the MEIR.

The cost of the two contracts exceeds the \$165,000 allocated for the MEIR by \$26,171. The City Council is being asked to transfer funds from the General Reserve Stabilization Fund to the Arroyo Seco Environmental Impact Report Project (Budget Account 77475-301) to bring the total amount of funding available for the MEIR to \$191,171.

BACKGROUND

The MEIR, will include any needed mitigation measures, a mitigation monitoring program and related documents required by the California Environmental Quality Act (CEQA). As required by CEQA the MEIR will also evaluate alternatives to the Arroyo Seco Master Plan. The CEQA documents will analyze and record the environmental impacts of implementing the three plans that comprise the Arroyo Seco Master Plan.

From north to south in the Arroyo Seco these three plans are the: 1.) Hahamongna Watershed Park Master Plan, 2.) Central Arroyo Master Plan and 3.) Lower Arroyo Master Plan. Sharing a significant geological and topographic feature ties these three plan areas together.

A draft Hahamongna Watershed Park Master Plan was developed prior to 1992 and approved in concept by the City Council in 1992. Recently this plan has been reviewed through a community planning process and by the City Council. This review has identified refinements and additional park elements that will be further developed by a planning consultant. This consultant will finalize the park planning (A separate RFP was issued February 20, 1998 to finalize this master plan). In addition a sediment transport study will be conducted during that same time period to determine water and flood impacts and management in the Upper Arroyo Seco including the Hahamongna Watershed Park Master Plan area.

The Central Arroyo Master Plan is due to be started in late 1998 and the Lower Arroyo Master Plan was completed after public participation and concept approval by the City Council in 1997.

Selection Process Master Environmental Impact Report Consultant

On December 10, 1997, the Request for Qualifications was sent to over 50 firms, six statements of qualifications were received. The Request for Proposals for the MEIR was sent April 3, 1998 to these six firms. A prebid conference was held at the Rose Bowl on April 14, 1998. On May 11, 1998 a proposal was received from each of the following firms; Environmental Sciences Associates (ESA), Parsons/Harland Bartholomew Associates (HBA), Planning Consultants Research (PCR), Sapphos Environmental, Sid Lidmark, AICP and Ultrasystems Environmental. Later the smallest firm, Sid Lidmark, AICP, withdrew its proposal

Panel

The 11 member selection panel was composed of a Parks and Recreation Commissioner, Rose Bowl Operating Corporation Board member, a Planning Commissioner, the president of the Linda Vista/Annandale Association and a staff person each from the Parks and Natural Resources Division and the Transportation Division of the Public Works and Transportation Department, the Water Division of the Water and Power Department, the Rose Bowl Operating Corporation, the Planning Administration Section and the Current Planning Section of the Planning and Permitting Department.

Criteria and Rating

The following table shows the criteria used and the ratings given each MEIR proposal and interview.

Arroyo Seco Master Plan EIR Consultant Selection Criteria and Numeric Scores

Proposal Criteria	Sapphos Env.	Parsons/HBA	PCR	ESA	Ultra-systems
Qualifications of firm & individuals	21.6	21.9	22.8	20.5	21.1
General capabilities	16.0	17.3	16.6	15.3	15.7
Specific experience on similar projects	16.7	10.8	16.6	15.3	13.0
Experience with City of Pasadena	7.7	13.3	7.4	9.0	9.7
Cost estimate	12.2 \$161,322	12.3 \$165,000	12.6 \$164,941	9.2 \$164,540	10.3 \$227,810
Pasadena location	5.0	5.0	0.0	0.0	0.0
Proposal points	79.2	80.6	76.0	69.3	69.8
Interview Criteria	Sapphos Env.	Parsons/HBA	PCR	ESA	Ultra-systems
Response to Questions	9.4	7.6	6.3	6.3	6.0
Presentation	8.7	6.7	6.4	7.2	5.9
Qualifications	9.0	8.6	7.7	7.7	7.3
Interview points	27.1	22.9	20.4	21.2	19.2
Total points	106.3	103.5	96.4	90.5	89.0

The affirmative action and local status analysis of the proposals by the Department of Affirmative Action and Diversity reflect local status only due to the revisions of the Affirmative Action forms AA-1 through AA-5. These revisions were effective March 16, 1998 to comply with Proposition 209. Sapphos has submitted the required revised affirmative action forms and in addition has Women Business Enterprise (WBE), Minority Business Enterprise ((MBE), and Disadvantaged Business Enterprise (DBE) certification from several public agencies.

The evaluation and interview panel in reviewing the proposals and interviews expressed a desire for a more comprehensive transportation/circulation scope of work. The Transportation Division of the Public Works and Transportation Department agreed. After consultation with the City Attorney's Office and the City's Purchasing Administrator it was decided to separate out the transportation/circulation portion of the MEIR. A new RFP with a revised Transportation/circulation Scope of Services was sent to all transportation/circulation firms participating in the MEIR proposals.

Selection Process Transportation/Circulation Study for Master Environmental Impact Report

Panel

The review and interview panel for the Transportation/circulation proposals was composed of staff members from the panel for the MEIR proposals. The MEIR panel had previously reviewed the transportation/circulation portion of the MEIR proposals and interviewed all the submitting transportation/circulation firms.

Criteria and Rating

The criteria used and the ratings given each Transportation/circulation proposal and interview are shown below.

**Arroyo Seco Master Plan EIR Transportation Consultant Proposal Selection:
Criteria and Scores**

Proposal Criteria	Barton-Aschman	Linscott, Law & Greenspan	Korve
Qualifications of firm & individuals	22.80	21.40	22.40
General capabilities	18.60	18.80	18.20
Specific experience on similar projects	17.00	17.20	15.60
Cost estimate	\$56,207	\$51,399	\$74,740
Affirmative Action	7.83	8.14	8.45
Pasadena location	5.00	5.00	0.00
Proposal points	84.63	84.94	76.45

Interview Criteria	Barton-Aschman	Linscott, Law & Greenspan	Korve
Response to Questions	9.00	9.00	8.40
Presentation	9.00	8.10	8.00
Qualifications	9.40	8.80	8.20
Interview points	27.40	25.90	24.60
Total points	112.03	110.84	101.05

Transfer of Funds

The City Council is being asked to transfer funds from the General Fund Stabilization Fund to Arroyo Seco Environmental Impact Report Project (Budget Account 77475-301) to bring the total amount of funding available for the MEIR to \$191,171. With the removal of the Transportation/circulation study from the Sapphos Environmental MEIR proposal the cost of their proposal was reduced by \$26,358 from the original cost of \$161,322 to \$134,964. The cost of the Barton-Aschman Associates, Inc. Transportation/circulation proposal is \$56,207 bringing the total cost of both contracts to \$191,171

The November 27, 1997 City Council Agenda report on the consolidation of environmental impact reports for the Arroyo Seco into one master EIR stated in its' fiscal impact section that the anticipated cost of the MEIR would be between \$150,000 and \$250,000. On March 23, 1998, the City Council approved an amendment to the FY 1998 Capital Improvement Program to include the Arroyo Seco Environmental Impact Report and journal vouchers transferring a total of \$165,000 to a budget account for this report. The MEIR panel expressed concern that more money had not been allocated for a document analyzing the environmental impacts of a Master Plan covering the Arroyo Seco. The more in depth the MEIR analysis is the more projects in the Arroyo Seco Master Plan, which can be approved without further environmental analysis. The three area plans and the Arroyo Seco Master Plan will deal with complex and controversial concepts, land uses and issues.

FISCAL IMPACT

Approval of the journal vouchers will increase the Arroyo Seco Environmental Impact Report Project (Budget Account 77475-301) to \$191,171 while decreasing the General Fund Stabilization Reserve by \$26,171.

After the completion and certification of the MEIR, projects adequately analyzed in it can proceed through any necessary reviews, permits and approvals. Compliance with CEQA review is often required to access funds from other agencies, which might help fund some projects in the Arroyo Seco.

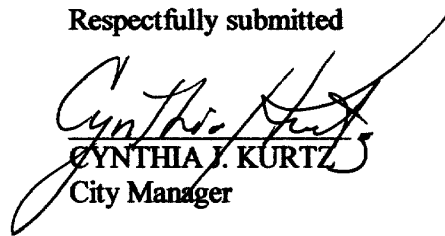
WORKLOAD IMPACT

Sapphos Environmental and Barton-Aschman Associates Inc will perform the analysis and documentation needed for the MEIR. Planning and Permitting Department staff will manage the contracts and ensure that the documents are adequate for CEQA compliance. The interdepartmental team of staff, which has been meeting on the Arroyo Seco, will help review portions of the consultants' analysis and documentation pertaining to their area of responsibility or expertise.


HOUSING IMPACT

Preparation of the Master EIR on the Arroyo Seco Master Plan will have no direct impact on the City's housing supply.

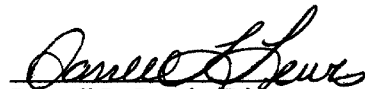
Respectfully submitted


CYNTHIA J. KURTZ
City Manager

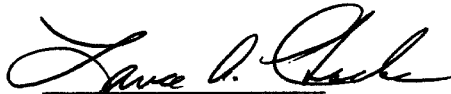
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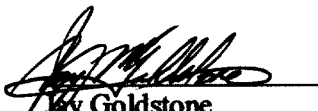
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