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PLANNING AND BUILDING
DEPARTMENT

CITY OF SACRAMENTO
CALIFORNIA

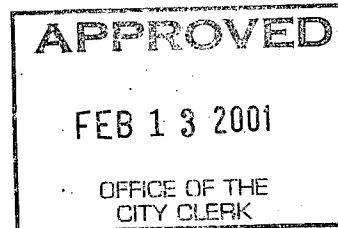
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February 13, 2001

City Council
Sacramento, California

AG 2001-019



Honorable Members in Session:

SUBJECT: CONSULTANT SERVICES AGREEMENT FOR THE PREPARATION OF AN ENVIRONMENTAL IMPACT REPORT (EIR) FOR THE CITY GENERAL PLAN AMENDMENT ON SPHERE OF INFLUENCE AND COMPREHENSIVE ANNEXATION PLAN POLICIES AND RECOMMENDATION TO ALLOCATE FUNDING FROM THE ADMINISTRATIVE CONTINGENCY BUDGET OF THE GENERAL FUND.

LOCATION AND COUNCIL DISTRICT: Citywide

RECOMMENDATION: Staff recommends that the City Council authorize the City Manager or his designee to execute a Consultant and Professional Services Agreement between the City and Environmental Science Associates, Inc. (ESA) for the preparation of the Environmental Impact Report for (EIR) for the City's General Plan Amendment in the amount of \$130,000. Staff also recommends that this amount be allocated from the administrative contingency budget of the General Fund.

CONTACT PERSON: Fred Buder, Senior Planner, 264-7602
David Kwong, AICP, Associate Planner, 264-2691.

FOR COUNCIL MEETING OF: February 13, 2001 (afternoon)

SUMMARY An evaluation team has undertaken a review and ranking process to select the recommended consultant team from three qualified proposals. The evaluation team consisted of staff from the departments of Public Works, Utilities, Planning and Building, as well as staff from the Sacramento Local Agency Formation Commission (LAFCo). The Team recommends the City Council authorize ESA be awarded the contract for the preparation of the environmental documentation.

COMMISSION ACTION No action was necessary nor taken by the Planning Commission on this item.

BACKGROUND INFORMATION

The City Council initiated a General Plan Amendment to amend the City of Sacramento General Plan to incorporate the Comprehensive Annexation Program (CAP). This program entails modifications to general plan policies regarding the Sphere of Influence, Annexations, and Open Space Conservation and to make corresponding changes to the Land Use diagrams. No new land use changes are proposed. Staff has reviewed these preceding series of actions, herein referred to as the "project", and has determined that an EIR shall be prepared to analyze the potentially significant environmental impacts associated with this project in accordance with the California Environmental Quality Act (CEQA).

In scoping the issues for discussion and analysis in the EIR, staff identified a wide range of complex issues associated with the project. The EIR consultant is expected to complete a comprehensive and thorough EIR with a high degree of public involvement.

Staff's selection of the consultant involved a Request for Proposals (RFP) process. RFPs were sent to 19 firms on November 3, 2000. Three firms responded by the submittal due date of November 30, 2000. (1) EIP Associates, Inc., (2) Raney Planning and Management, and (3) Environmental Science Associates, Inc. The evaluation team reviewed all three proposals and ranked each proposal using qualifications based uniform standards and subsequently selected ESA. ESA's proposal meets the technical and content criteria established in the RFP for this EIR. Approval of the Consultant and Professional Services Agreement is requested in order to proceed with the environmental review and documentation for the project.

FINANCIAL CONSIDERATIONS

An authorization of this contract will allow, pursuant to CEQA, the preparation of an EIR to analyze the potential environmental impacts of the City's General Plan Amendment Project. An authorization for \$130,000 is request although the contract is for an amount of \$117,820. This will provide a ten percent (10%) contingency in the event the need for additional analysis is determined during the review. Funding for this unforeseen, unbudgeted contract will come from the administrative contingency budget of the General Fund.

ENVIRONMENTAL CONSIDERATIONS

The authorization of this contract will allow, pursuant to CEQA, the preparation of an EIR to analyze the potential environmental impacts associated with the project.


POLICY CONSIDERATIONS

Approval of the requested City Council action will result in the preparation of an Environmental Impact Report for the proposed project. The EIR is an informational document which will inform public agency decisionmakers and the general public of the significant environmental effects of

a project, identify possible ways to minimize the significant environmental effects, and describe potential alternatives to the project.

ESBD: The Request for Proposal process complied with the City's policies regarding emerging and small businesses. This process included a RFP that was distributed to 19 environmental consulting companies including 11 companies that would be considered emerging and small businesses. Subsequently, only 3 proposals were submitted including one proposal from a small and emerging business. At the conclusion of the selection process, ESA, a full-service large company was selected based upon the merits of their proposal in addressing more fully, the City's requirements and needs of this project.

Respectfully Submitted,



GARY STONEHOUSE
PLANNING DIRECTOR

RECOMMENDATION APPROVED:

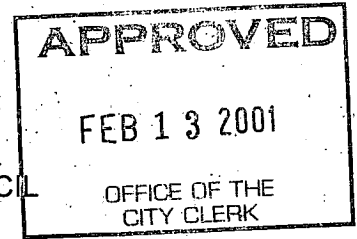


ROBERT P. THOMAS
CITY MANAGER

RESOLUTIONS NO. 2001-090

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____



A RESOLUTION AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE A CONSULTANT AND PROFESSIONAL SERVICES AGREEMENT WITH ENVIRONMENTAL SCIENCE ASSOCIATES (ESA) TO COMPLETE AN AGREEMENT FOR THE PREPARATION OF AN ENVIRONMENTAL IMPACT REPORT (EIR) FOR THE CITY GENERAL PLAN AMENDMENT ON SPHERE OF INFLUENCE AND COMPREHENSIVE ANNEXATION POLICIES AND TO ALLOCATED FUNDING FROM THE ADMINISTRATIVE CONTINGENCY BUDGET OF THE GENERAL FUND

WHEREAS, the City is required to prepare an EIR pursuant to the California Environmental Quality Act (CEQA) and CEQA Guidelines;

WHEREAS, City staff conducted a survey of consultants for preparation of this EIR;

WHEREAS, a proposal was submitted by ESA meeting the needs and priorities of the City;

WHEREAS, it is appropriate for the City to select a qualified consultant to prepare this EIR.

and WHEREAS, funding for this effort will be provided from the Administrative Contingency Budget of the General Fund

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Sacramento that:

1. The City Manager or his designee is authorized to execute a Consultant and Professional Services Agreement with ESA for the completion of the environmental documentation (EIR) for the City General Plan Amendment on Sphere of Influence and Comprehensive Annexation Policies.
2. The maximum cost authorized for the agreement is \$130,000.
3. The Consultant and Professional Services Agreement shall be in the standard City form acceptable to the City Attorney.
4. The City's General Fund budget is amended as follows:

Non-department other program support (101-750-7110-4258)	\$130,000
Non-department contingency (101-710-7012-4999)	(130,000)

MAYOR

ATTEST:

CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____