



Staff Reports

File #: 2007-2019, **Version:** 1

To: Honorable Mayor and Members of City Council

From: Julie Lucido, Public Works Director

Prepared By: Rosa Corona, Assistant Engineer

TITLE:

On-Call Environmental Consulting Services

RECOMMENDED ACTION:

Approve two-year agreements with three consulting firms: (1) Area West Environmental, Inc., (2) Dudek, and (3) Prunuske Chatham, Inc., for task-order based on-call environmental consultant services, each in an amount not to exceed \$250,000, and authorize the Public Works Director to execute the agreements on behalf of the City.

DISCUSSION:

Over the past several years, the City of Napa Engineering Division ("Division") has used consulting services to prepare complex environmental documents, biological analysis and bank repair designs for Capital Improvement Program ("CIP") projects. The Division will use the "on-call" environmental consulting services as an extension of its staff to effectively deliver the goals of the CIP.

In June 2019 the City published a Request for Proposals, and in July 2019 the City received fourteen (14) proposals from qualified firms, all of whom met the minimum qualifications presented in the Request for Proposals. The following firms submitted proposals (in alphabetical order): Area West Environmental, Inc., Orangevale; Dudek, Sacramento; FirstCarbon Solutions, Walnut Creek; Horizon Water and Environment, LLC., Oakland; ICF, San Francisco; Impact Services, Oakland; Kimley-Horn, Oakland; Lamphier-Gregory, Oakland; LSA, Point Richmond; Placeworks, Berkeley; Prunuske Chatham, Inc., Sebastopol; Questa Engineering Corp., Point Richmond; Rincon Consultants, Inc., Oakland; TRC, Rancho Cordova.

A Selection Committee comprised of Division staff read, evaluated and scored each of the submitted proposals. Each firm was evaluated based on the following criteria: firm qualifications and capacity, qualifications and experience of key personnel and/or subconsultants, understanding of the type of work being requested, familiarity with environmental regulatory procedures and overall assessment of firm. After thorough review and deliberation, the Selection Committee determined that Area West Environmental, Inc., Dudek, and Prunuske Chatham, Inc. scored as the top three firms and are being recommended for consideration. The Deputy Director of Public Works - Engineering reviewed and concurred with staff's selection and recommendation.

Each contract will include a rate schedule for labor and materials, and a scope of services that may be required for a variety of possible CIP projects. All work will be directed by the City using task

orders defining a scope of work and a negotiated cost estimate and work schedule.

FINANCIAL IMPACTS:

No appropriations are necessary at this time as existing and future project accounts will be used to fund each task order issued by the City for an approved scope of work. Each task assignment will include a negotiated budget and proposed schedule to accompany the scope of work.

CEQA:

The Public Works Director has determined that the Recommended Action described in this Agenda Report is not subject to CEQA, pursuant to CEQA Guidelines Section 15060(c).

DOCUMENTS ATTACHED:

ATCH 1 - On-Call Environmental Consulting Service Agreement Template

NOTIFICATION:

None.