File #: 19-1119, **Version:** 1

Department of Transportation recommending the Board:
1) Make findings in accordance with Chapter 3.13, Section 3.13.030 of County Ordinance Code that it is more economical and feasible to engage an independent contractor for on-call environmental review services;
2) Approve and authorize the Chair to sign Agreement for Services 4201 with Ascent Environmental, Inc. in the not-to-exceed amount of $300,000, for a term to become effective upon execution by both parties and expiring three years thereafter, to provide as-needed environmental review services for the West Slope;
3) Approve and authorize the Chair to sign Agreement for Services 4203 with Helix Environmental Planning, Inc. in the not-to-exceed amount of $300,000, for a term to become effective upon execution by both parties and expiring three years thereafter, to provide as-needed environmental review services for the West Slope; and
4) Approve and authorize the Chair to sign Agreement for Services 4403 with Sycamore Environmental Consultants, Inc. in the not-to-exceed amount of $300,000, for a term to become effective upon execution by both parties and expiring three years thereafter, to provide as-needed environmental review services for the West Slope.

FUNDING: Various Capital Improvement Program and other funding sources that fund Department of Transportation projects. (Local, State, and Federal Funds)

DISCUSSION / BACKGROUND

On February 5, 2019, at the request of the Department of Transportation (Transportation), the Procurement and Contracts Division of the Chief Administrative Office issued a Request for Proposals (RFP) for on-call environmental review services. Transportation evaluated the need for services based on upcoming projects in the Capital Improvement Program (CIP) and decided to issue a total of three (3) on-call agreements (Agreements) for services on the West Slope area of the County.

Twenty (20) proposals were received. A panel evaluated and ranked the proposals based on the thoroughness, clarity, and quality of the material presented with emphasis on: understanding scope, past performance and related experience, expertise, project approach, familiarity of federal processes, and compliance with the Disadvantaged Business Enterprise goal. The top-ranked proposers for services on the West Slope were Ascent Environmental, Inc., Helix Environmental Planning, Inc., and Sycamore Environmental Consultants, Inc. (Consultants).

Under the subject Agreements, the Consultants will coordinate with state and federal resource agencies and prepare focused technical studies, surveys, and final environmental documents in compliance with California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) guidelines and regulations; prepare and process applications through state and federal agencies regarding the Clean Water Act, State Fish and Game Code, the National Historic Preservation Act, the Endangered Species Act, and the Federal Department of Transportation Act; and develop mitigation and monitoring programs consistent with legal requirements.

Transportation recommends the Board make findings in accordance with Section 3.13.030 of the El Dorado County Ordinance that it is more economical and feasible to engage an independent contractor for on-call environmental review services. Most of the services provided under these Agreements, such as preparation of the focused technical studies, technical surveys and reviews (all documentation required by CEQA and NEPA), require specialty skills that are not expressly identified in County job classifications. These environmental specialty skills will be provided on an on-call basis, specifically in support of CIP projects, and generally in support of other County activities as required. The ongoing aggregate of work to be performed under these Agreements are not sufficient to warrant the addition of permanent staff as well.

The RFP process was conducted in accordance with County Procurement Policy C-17.

The El Dorado County Employees Association, Local 1, was informed of the proposed Agreements.

ALTERNATIVES
1) The Board could choose to not approve the Agreements. Transportation would make changes as requested and return to the Board for approval.
2) Transportation could attempt to hire staff with the specialty skills required for a short period of time (part time, limited term). This is likely not feasible since someone with this expertise would likely not be willing to work part time in a limited term capacity.

PRIOR BOARD ACTION
N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT
County Counsel, Risk Management, and Chief Administrative Office, Procurement and Contracts Division.

CAO RECOMMENDATION / COMMENTS
It is recommended that the Board approve this item.

FINANCIAL IMPACT
Funding for the Agreements will be provided by various CIP and other funding sources that fund Transportation’s projects. There is no change to net County cost. Appropriations are included in the Fiscal Year 19/20 budget.

CLERK OF THE BOARD FOLLOW UP ACTIONS
1) The Clerk of the Board will obtain the Chair’s signature on two (2) originals of each of the Agreements.
2) The Clerk of the Board will forward one (1) fully-executed original of each Agreement to Chief Administrative Office, Contracts & Procurement Unit, for further processing.

STRATEGIC PLAN COMPONENT
Infrastructure

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