



## Staff Report

**TO:** City Council  
**FROM:** Christina Taylor, Deputy City Manager  
**DATE:** August 1, 2023  
**SUBJECT:** Award a Professional Services Agreement for Preparation of a Climate Action Plan (CAP) – Capital Improvement Project CD-05

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**Description** Update to the City's Climate Action Plan (CAP) including requirements for the Wastewater Treatment Plant.

### **Background and Analysis:**

A climate action plan serves as the City's roadmap to a more sustainable future by putting policies and action steps into a single framework. This includes addressing state mandated reductions, Greenhouse Gas (GHG) mandates in CEQA review and an overall streamlining of CEQA review of development projects.

The City of Beaumont prepared and adopted a climate action plan in 2015. Since 2015, there have been a number of legislative changes, mandated emission reductions and revised CEQA requirements. The City has updated its general plan, growth and development projections. Additionally, the wastewater treatment plant is now required to address emissions through a climate action plan (CAP).

On February 21, 2023, City Council amended the FY 22/23-FY 26/27 Capital Improvement Plan and authorized \$350,000 to update the Citywide climate action plan, to include the wastewater treatment plant CAP requirements. On May 3, 2023, staff released a Request for Proposals (RFP) for the City's Climate Action Plan. Ninety-two (92) firms accessed the proposal with the majority of the firms downloading the materials. Upon closing of the RFP window on June 1, 2023, the City had received two (2) proposals: 1) CAPSUS and 2) Raimi + Associates.

The proposals were scored on the following criteria:

- Understanding the scope of services and completeness of proposal
- Related experience and skills
- Approach to performing this type of service
- Cost and cost effectiveness

		<b> EVAL CRITERIA:</b>	Understanding of Scope of Services & Completeness of RFP	Related Experience & Demonstrated Skills	Approach to Performing Services	Cost & Cost Effectiveness	<b> GRAND TOTAL</b>
<b>RESPONDING FIRM</b>	<b>Location (1)</b>	<b>Max Points --&gt;</b>	20	30	40	10	100
Raimi + Associates	Berkeley, CA		19	25	36	10	90
CAPSUS, LLC	Houston, TX		10	20	30	5	65

<b>RESPONDING FIRM</b>	<b>COST PROPOSAL</b>
Raimi + Associates	\$272,601
CAPSUS	\$165,800

The evaluation committee consisted of the Deputy City Manager and the Director of Water Reclamation. Upon evaluation of the proposals, it was determined that only Raimi + Associates had provided a complete proposal addressing both the Citywide needs and the Wastewater Treatment Plant requirements.

On July 7, 2023, the Deputy City Manager and Director of Water Reclamation interviewed Raimi + Associates and determined they were qualified and capable to prepare the CAP. On July 25, 2023, the proposal from Raimi + Associates was presented to the RFP sub-committee who concurred with staff's recommendation.

Beaumont Municipal Code Section 3.02.060 states that City Council approval is required for all contracts for professional services when the cost of services is \$75,000 or more. The cost proposal for preparation of the CAP by Raimi + Associates is \$272,601.

**Fiscal Impact:**

The cost to prepare this staff report is approximately \$150.

The cost for the Climate Action Plan will be paid out of CIP CD-05 which has a total allocation of \$350,000.

<b>CD-05 Climate Action Plan Project Accounting Summary</b>		
<b>Funding Summary</b>		
<b>Funding Year</b>	<b>Funding Source</b>	<b>Amount</b>
22/23	General Fund	\$350,000
<b>Total Project Funding =</b>		<b>\$350,000</b>
<b>Budget Summary</b>		

<b>Project Component</b>	<b>Budget</b>	<b>Encumbered</b>	<b>Paid to Date</b>	<b>Remaining Budget</b>
Project Management	\$0	\$0	\$0	\$0
Preliminary Services	\$0	\$0	\$0	\$0
Environmental	\$350,000	\$0	\$0	\$350,000
Design	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0
Construction Management	\$0	\$0	\$0	\$0
Permits	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0
<b>Project Summary Totals</b>	<b>\$350,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$350,000</b>

**Recommended Action:**

Authorize the Mayor to execute a Professional Services Agreement for preparation of a Climate Action Plan (CAP) with Raimi + Associates in an amount not to exceed \$272,601.

**Attachments:**

- A. Request for Proposal for Preparation of a Climate Action Plan (CAP)
- B. Raimi + Associates Professional Services Agreement
- C. Exhibit A - Proposal
- D. Levine Act – Conflict of Interest Inquiry