



# CITY OF COSTA MESA

77 Fair Drive  
Costa Mesa, CA 92626

## Agenda Report

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**File #:** 24-361

**Meeting Date:** 10/15/2024

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**TITLE:**

**PROFESSIONAL SERVICES AGREEMENT (PSA) WITH DUDEK FOR CLIMATE ACTION AND ADAPTATION PLAN CONSULTING SERVICES**

**DEPARTMENT: ECONOMIC AND DEVELOPMENT SERVICES  
DEPARTMENT/PLANNING DIVISION**

**PRESENTED BY: AMBER GREGG, CONTRACT PLANNER**

**CONTACT INFORMATION: AMBER GREGG, CONTRACT PLANNER, 714-754-5270**

**RECOMMENDATION:**

Staff recommends the City Council:

1. Approve a Professional Services Agreement (PSA) for two years with two one-year renewals in the amount of \$418,625 to Dudek (Environmental, Planning and Engineering Firm) for consulting services.
2. Authorize a ten percent (10%) contingency in the amount of \$41,862 for unforeseen costs related to the project.
3. Authorize a budget adjustment of \$300,000 from the Capital Improvement Fund (401) fund balance and \$50,000 from the SoCal Gas Climate Adaptation and Resiliency Grant.
4. Authorize the City Manager, or designee, and City Clerk to execute the PSA and any future amendments to the agreement.

**BACKGROUND:**

In August 2023, the City issued a Request for Proposals from qualified consultants to provide consulting services for the development and approval of the City's first Climate Action & Adaptation Plan (CAAP). RFP 24-01 was released on August 23, 2023, and proposals were due on September 27, 2023.

**ANALYSIS:**

As described in the RFP, the goal of the CAAP is to assess the impact of climate change in Costa Mesa and identify the highest priority and most feasible solutions to meeting the State's goal of carbon neutrality by 2045. The RFP specified that the City's CAAP would include an inventory of greenhouse gas (GHG) emissions; clear GHG emission reduction targets; goals, strategies, and actions to enable the City to achieve or exceed GHG reduction goals; a vulnerability assessment to

understand climate-related impacts; climate adaptation and resilience strategies; and means of reporting and monitoring the effectiveness of the plan. The RFP specified that the consultant is to provide the following services:

- Develop a pathway to deliver an emissions neutral City by 2045 to meet the State's goal, and set out methodologies for prioritizing SMART (Specific, Measurable, Actionable, Realistic and Timely) goals and transformational actions;
- Effectively engage Costa Mesa residents in the CAAP development, communicate the climate challenges, identify opportunities, and outline social, environmental, and economic benefits expected from implementing the plan, including designing inclusive climate actions with a fair and equitable distribution of benefits;
- Demonstrate how Costa Mesa will adapt and improve its resilience to climate change that impacts the City now and respond to future climate change scenarios;
- Establish a set of cohesive climate action and adaptation strategies, implementation measures, and metrics for measuring progress and success across the City;
- Identify synergies between mitigation and adaptation strategies to leverage City resources and budgets; and
- Detail the City's governance, powers, and capacity, as well as identifying the partners who need to be engaged to accelerate the delivery of the City's mitigation targets and resilience goals.

In response to the RFP, the City received three (3) CAAP proposals. Proposals were reviewed for compliance with the City's RFP specifications and scope of work and consultants were evaluated based on their method of approach, qualifications and experience, staffing, and proposal cost. After careful review and evaluation of the proposals, staff finds Dudek is the most qualified to complete the City's CAAP.

Dudek is an environmental, planning and engineering consulting firm with 40 plus years of experience. The firm's team exhibits a thorough understanding of the project scope and has demonstrated technical ability and expertise with similar projects completed in Southern California; including, but not limited to, the City of Agoura Hills CAAP, the San Diego Association of Governments (SANDAG) Regional Resilience Tool and is currently working with the City of Buena Park on their CAAP.

Based on the above, staff recommends award of a PSA with Dudek for two years, with two one-year renewals, in the amount of \$418,625, and authorize a ten percent (10%) contingency for unforeseen costs related to the project.

**ALTERNATIVES:**

The City Council may select another consultant to prepare the CAAP; however, this is not recommended based on the RFP process and evaluation results.

**FISCAL REVIEW:**

Funding of \$300,000 is available in the Capital Improvement Fund (401) fund balance. Additionally, the City received a grant from SoCal Gas for \$50,000 towards this study. The balance of \$150,000 is recommended to be covered by the City Manager's contingency, which is included in the FY 2024 -25 budget.

**LEGAL REVIEW:**

The agenda report and attached agreement have been reviewed and approved as to form by the City Attorney's Office.

**CITY COUNCIL GOALS AND PRIORITIES:**

This item supports the following City Council Goal:

- Advance Environmental Sustainability and Climate Resiliency

**CONCLUSION:**

Staff recommends the City Council:

1. Approve a Professional Services Agreement (PSA) for two years with two one-year renewals in the amount of \$418,625 to Dudek (Environmental, Planning and Engineering Firm), for consulting services.
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