Legislation Details (With Text)

File #:	Res 2021-07	**Version:**	1	**Name:**	Environmental Consulting Services Contract
Type:	Resolution			**Status:**	Passed
File created:	1/14/2021			**In control:**	City Council
On agenda:	3/1/2021			**Final action:**	3/1/2021
Title:	RESOLUTION APPROVING SELECTION OF LOTUS ENGINEERING & SUSTAINABILITY TO PROVIDE ENVIRONMENTAL CONSULTING SERVICES TO THE CITY				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	1. Council Communication, 2. Resolution, 3. Environmental Consulting Services Contract (Draft), 4. Presentation				

Date	Ver.	Action By	Action	Result
3/1/2021	1	City Council	adopted	Pass

RESOLUTION APPROVING SELECTION OF LOTUS ENGINEERING & SUSTAINABILITY TO PROVIDE ENVIRONMENTAL CONSULTING SERVICES TO THE CITY

Summary and Background Information:
The purpose of this resolution is to seek City Council approval of Lotus Engineering & Sustainability as the selected contractor for the Professional Services Agreement providing Environmental Consulting Services to the City. Approval of the selection by the City Council is required pursuant to the City's Procurement Policy, but the City Manager is vested with authority to negotiate the terms of an agreement and execute that agreement. Resolution No. 2021-07 approves the selection and authorizes the City Manager to sign a Professional Services Agreement with Lotus Engineering & Sustainability, substantially in the form attached, on behalf of the city.

The scope of work is intended to be divided into three phases:

- Phase I - Project Kickoff & Work Plan, Greenhouse Gas Inventory, Develop a City-Wide Vision of Organizational Sustainability, Develop Strategies & Policies for Community Wide Sustainability & Health, Air Quality & Water Quality Monitoring and Policy Recommendation Services (ongoing)
- Phase II - Develop Strategies & Policies for Community Wide Sustainability & Health (continued), Recommend Sustainability and Greenhouse Gas Reduction Strategies and Policies, Air Quality & Water Quality Monitoring and Policy Recommendation Services (ongoing)
- Phase III - Air Quality & Water Quality Monitoring and Policy Recommendation Services (ongoing)

The next step in the process following authorization of this resolution will be to convene the project kickoff & work planning meeting the week of March 8th, following the City Manager's execution of the Contract. Check-ins with City Council are intended to occur following the conclusion of each Phase of the project, but this schedule may be scheduled to change, and more frequent updates may be necessary during certain portions of the scope.

A Request for Proposals (RFP) was posted on the city's website and the Rocky Mountain E-Purchasing System on October 2, 2020. Seven valid proposals were received prior to the posting closing on October 30. Following staff panel interviews in November, and interviews with City Council on December 7, 2020, City Staff made the recommendation of Lotus Sustainability & Engineering as the most adequate and capable of delivering the requested scope items, and providing the lowest qualified/responsive proposal for the project.

$376,859.58 from the City's General Fund will be spent on these services. These funds will be spent over the 12-15 month estimated project timeline occurring between 2021 and 2022. $75,000 has already been allocated for this request in FY2021. A budget re-appropriation ordinance will be presented to City Council on March 15th to allocate the remaining $301,859.58 for FY2021.

Staff Responsible (Department Head):
Jason Rogers, Community Development Director
Joe Wilson, Public Works Director
Carolyn Keith, Parks, Recreation and Golf Director

Staff Member Presenting:
Domenic Martinelli, AICP, LEED AP ND, Environmental Planner

Financial Impact: $376,859.58
Funding Source: General Fund

Staff Recommendation:
City Council authorize the $376,859.58 Professional Services Agreement with Lotus Engineering & Sustainability for the Environmental Consulting Services contract.

Suggested Motion:
I move to approve Resolution 2021-07.