



# MOUNTAINS RECREATION & CONSERVATION AUTHORITY

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## MEMORANDUM

TO: The Governing Board

FROM:  Joseph T. Edmiston, FAICP, Hon. ASLA, Executive Officer

DATE: June 7, 2017

**SUBJECT: Agenda Item VI(f): Consideration of resolution authorizing a professional services contract with IEC Group, Inc. for environmental services for the Mission Canyon Trailhead.**

Staff Recommendation: That the Governing Board adopt the attached resolution authorizing a professional services contract with IEC Group, Inc. for environmental services for the Mission Canyon Trail head in the amount of \$69,278.

Background: The Mission Canyon Landfill is an approximately 500-acre property west of the San Diego Freeway in the Santa Monica Mountains. The landfill was operated from approximately 1959 to 1980 by the Los Angeles County Sanitation District. From the Landfill's inception, Mission Canyon was intended to be used for park and recreation purposes after the landfill ceased operations. In 2005 the operational agreement was amended to terminate the District's rights to areas of Mission Canyon no longer in use, and set aside funding to create a public park. In November 2014, Los Angeles County granted funds to MRCA in the amount of \$1,200,000 to create a public access trailhead at Mission Canyon. An additional amount of \$359,900, provided by Caltrans for mitigation of negative impacts to the Getty View Trailhead during the I-405 widening project, is earmarked for the project.

A Schematic Design plan is currently being prepared for the project, and the project is now at a point where an analysis of the environmental impacts can be completed pursuant to the of California Environmental Quality Act (CEQA). It is expected that a Mitigated Negative Declaration (MND) document will be prepared for the project. The project is not expected to alter the landfill's methane or seepage collection systems or have any effects on the refuse areas.

Section 3.3 of the MRCA's Purchasing and Contracting Procedures state that for a professional services contract:

The Purchasing Agent shall determine demonstrated competence and qualifications of the services at fair and reasonable prices by reviewing the

following documents to be submitted by the professional: 1) a list of the names and contact information for clients for which services were performed in the last five years; 2) samples of the services performed including the scope and cost; 3) a disclosure of any actions taken against the professional; and, 4) a statement of change order(s) to plans or specifications or projects for which services were provided and the reason for the change order(s).

In accordance with the Outreach and Advertising Policy, staff distributed the Request for Proposals to five firms known to be certified Disadvantaged Business Enterprises (DBE), and another seven firms referred to us by a certified DBE sub-consultant. Seven proposals were received. Based on a review of the information submitted, including fees in relationship to services provided, staff recommends contracting with IEC Group, Inc. for environmental services for the Mission Canyon Trailhead project. The contract scope includes the preparation of technical studies, the initial study, the MND, filing fees, advertising, printing, and a facilitation of one public meeting. IEC Group, Inc is certified as a Minority and Woman-Owned Business Enterprise.

Consideration: The proposed action would authorize a professional services contract to IEC Group, Inc in an amount not to exceed \$69,278. IEC Group, Inc. submitted a proposal for the amount of \$62,980 for the complete preparation, review, and execution of a Mitigated Negative Declaration (MND) for the project. Staff recommends that the Board approve 10% more than the proposal amount to allow for contingencies and additional required services that are not known at this time.

Fiscal Impacts: The contract will be funded through the existing grants for the project and will have no impact on the general fund. This expense was anticipated in both the fiscal year 16/17 budget and the project budget. If an EIR is required, budget for that cost would need to be reprogrammed from a later project phase, reducing the funding available for construction.