



## **REPORT TO CITY COUNCIL**

**To:** Honorable Mayor and Members of the City Council

**From:** Grant Yates, City Manager

**Prepared by:** Grant Taylor, Community Development Director

**Date:** October 24, 2017

**Subject:** Professional Services Agreement with VCS Environmental Inc. for On-Call Services for the Back Basin, MSHCP and Regulatory Agencies in an amount not to exceed \$30,000

### **Recommendation**

Approve and authorize the City Manager to execute a Professional Services Agreement with VCS Environmental Inc. in an amount not to exceed \$30,000 for On-Call Environmental Services.

### **Background**

Departments within the City of Lake Elsinore, including Community Development, Administrative Services, Community Services and Public Works/Engineering, periodically rely on consultant services for environmental expertise. Environmental services are required for processing land use entitlements, updating specific plans, constructing capital improvements projects such as roads and flood control facilities, and upgrading parks and recreational facilities. Community Development has been the gatekeeper of the On-Call Environmental Professional Services Agreement.

The City is required to perform environmental analysis of various projects in accordance with CEQA, NEPA, Clean Water Act, Endangered Species Act, MSHCP and other environmental requirements. In order to satisfy these requirements, evaluate biological resources and interface with environmental regulatory agencies in the permitting process, the City needs a qualified and experienced consultant.

The City Manager has authority to approve professional services contracts up to \$30,000. Once the \$30,000 threshold is reached, any amendments or new agreements for services rendered with the same scope must be approved by the City Council.

VCS received administrative approval of a \$30,000 contract on October 18, 2016 pursuant to which the firm has performed various environmental services. Due to the need of different City Department's for ongoing environmental services, staff is bringing this professional services agreement request recommending that the City Council authorize up to \$30,000 for future specific environmental services.

## **Discussion**

VCS Environmental is an experienced and established firm that has provided excellent and timely services to the City for a variety of environmental endeavors. VCS is very familiar with environmental regulations and biological resources, including endangered plants and animals, and has developed excellent relationships with regulatory agencies over the years.

Because VCS Environmental has efficiently, effectively and successfully provided environmental services the City has awarded several environmental contracts to VCS to include:

- MSHCP, Back Basin and Regulatory Permit Assistance
- Inlet Channel Sediment Removal
- Lake Management Plan Section 404 Permit
- East Lake Specific Plan Amendment #11

City Departments will continue to require specialized environmental services from time to time for projects set forth by the City Council as well as land use entitlement applications. The attached Scope of Services dated August 23, 2017 identifies various environmental services that VCS performs and that the City may require:

- MSHCP and Back Basin Conservation Areas
- Regulatory Permits and Wetland / Waters Delineations / Biological Studies
- Habitat Mitigation, monitoring and Reporting
- CEQA / NEPA

The Scope of Services identifies specific environmental analysis, studies and permits for each of the above-identified categories. In addition, VCS has added a Cultural Resources Services division to its firm and offers those services as well.

## **Fiscal Impact**

The 2017/2018 Fiscal Year Budget has sufficient funds for the not to exceed \$30,000 On-Call Professional Services Agreement for environmental services requested by City Departments. Community Development will continue to implement and monitor the Agreement.

Exhibits:

- A. Professional Services Agreement