

---

**BUSINESS ITEM****STAFF REPORT**

**DATE: MARCH 4, 2010**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: WOODROW DELORIA, ASSOCIATE TRANSPORTATION PLANNER**  
**SUBJECT: PROFESSIONAL SERVICES AGREEMENT – EL DORADO COUNTY REGIONAL TRANSPORTATION PLAN ENVIRONMENTAL IMPACT REPORT**

---

**REQUESTED ACTION**

By motion, authorize the Executive Director to enter into a professional services agreement between EDCTC and Environmental Stewardship and Planning Inc. (ESP), to complete a Programmatic Environmental Impact Report (EIR) for the El Dorado County Regional Transportation Plan (RTP) for an amount not to exceed \$74,833.

**BACKGROUND**

State law requires each RTPA to adopt and submit an updated RTP to the California Transportation Commission (CTC) and the Department of Transportation (Caltrans) every five years in non-urban regions (Government Code, Section 65080[c]). The RTP and any subsequent revisions, amendments, or updates shall be in compliance with the CEQA (Public Resources Code 21002.1), which states that an EIR will be prepared if an action will have a significant effect on the environment. Consequently, a Program or Master EIR is generally prepared for the RTP.

EDCTC staff distributed the RTP EIR RFP on January 22, 2010, to twelve environmental planning firms. Additionally, the RFP distribution was announced on the EDCTC web page.

The RTP Guidelines adopted by the CTC, combined with the alternatives analysis required under CEQA, require analysis of the following alternatives in the EIR:

- No Project
- Fiscally Constrained
- Fiscally Unconstrained
- Transit/Travel Demand Management

The Scope of Work for the selected firm to complete the RTP EIR includes the following tasks:

- Review of Prior Regional Transportation Plans and related documents
- Review Existing Plans and Requirements
- Early Consultation
- Public Outreach
- Administrative Draft Environmental Impact Report
- Draft Environmental Impact Report
- Presentations
- Final Report
- Periodic updates

The early consultation task includes discussions with the City of Placerville and El Dorado County planning staff responsible for maintaining the General Plans and review of other transportation related planning efforts within the City and County. The public outreach will include, at a minimum, two meetings for the general public held at two different El Dorado County locations, and the required

public hearing at a regular Transportation Commission meeting. Presentations of the Draft EIR will be made by the consultant(s) to the Transportation Commission and the Planning Commissions of the City of Placerville and El Dorado County during the public review period. The Final EIR will be presented to the Transportation Commission at a future regular meeting.

## **DISCUSSION**

Staff received 7 proposals by the February 23, 2010 deadline. The proposers were:

- TRC
- Rincon
- Raney Planning and Consulting
- Quad Knopf
- ESP
- DeNovo Planning
- PMC

The proposals were evaluated by staff according to the evaluation criteria specified in the RFP, which included:

- Understanding the purpose and requirements of the RTP
- Familiarity with Assembly Bill 32 requirements
- Understanding the type of issues and problems associated with the project
- Ability to meet the project's goals and objectives
- Approach to be followed and the tasks to be performed, including detailed steps, resources required and proposed project schedule
- Qualifications, specific experience, and technical competence of the personnel to be assigned to this contract
- Cost estimate including hourly fee schedule of staff and total bid amount.

In addition to staff's evaluation, three firms were invited to participate in oral interviews on February 26, 2010. The interview panel consisted of Janet Postlewait Principle Planner El Dorado County, Kathryn Mathews Executive Director of EDCTC and Woodrow Deloria Associate Transportation Planner EDCTC. At the completion of the interviews, the interview panel recommended ESP to forward to the Commission as the EIR contract recipient.

Among the key factors considered by the evaluation panel EDCTC staff in making this recommendation are the firm's project management approach to completing the EIR on schedule and their knowledge of the existing RTP and the El Dorado County General Plan. In addition, ESP includes traffic engineering, air quality and Greenhouse Gas analysts, and acoustical consulting firms with extensive experience working on transportation-related environmental documents as part of the team.

ESP provided a cost estimate of \$74,833 to complete the EIR scope of work. The EDCTC Overall Work Program (OWP) and budget for fiscal year 2009/2010 includes \$75,000 for an environmental consultant to complete the RTP EIR.

Approved for Agenda:

---

Kathryn F. Mathews, AICP  
Executive Director

NOTE: The RFP and the proposals will be available for review at the EDCTC Office.