

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
1112 I Street, Suite #100
Sacramento, California 95814
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June 2, 2004

TO: Sacramento Local Agency Formation Commission

FROM: Peter Brundage, Executive Officer

RE: Contract with Robert Klousner, Planning Partners
Environmental Consultant Services

RECOMMENDATION

Approve the Contract for environmental consultant services with the firm of Planning Partners, Robert Klousner. [Copy attached.] The Contract is written not to exceed \$25,000 for services for FY 2004-05.

DISCUSSION

The contract proposed for your approval is a new contract, written on the basis of fee-for-environmental-services, as needed, by Sacramento LAFCo for FY 2004-05.

Your Commission previously authorized the Executive Officer contracting authority not to exceed \$25,000. Contracts or contract amendments exceeding \$25,000 require a public hearing and Commission approval. While this is a renewal contract, staff previously selected Planning Partners as one of our environmental consultants to be used when needed for smaller projects. Note: Individual projects, or cumulative project charges, have not exceeded \$25,000 with the firm of Planning Partners. Planning Partners was selected based on a request for qualifications sent out to several firms last year.

Planning Partners (Robert Klousner) has assisted LAFCo staff in reviewing and preparing environmental documents during the last two years. I highly recommend his excellent advice related to environmental issues in which LAFCo is either the lead agency or the responsible agency. Planning Partners is familiar with the environmental requirements

required by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, as well as planning law and service delivery issues.

The intent of this contract is to have an environmental consultant as a de facto employee to address environmental issues for LAFCo projects on an as needed basis only.

Planning Partners charges \$95 per hour. This fee is comparable to other professional environmental consultants. **The contract is for an amount not to exceed \$25,000 per year.** Actual charges will depend upon the number of hours Mr. Klousner invoices LAFCo. The contract excludes a minimum charge; there is no requirement that LAFCo use Planning Partners exclusively. Environmental charges for projects are recovered by staff from the proponent in our fee policy.

Planning Partners has been very accessible and responsive to LAFCo needs during the last two years; the arrangement has evolved into an excellent working relationship between Mr. Klousner, LAFCo staff, Commission Counsel as well as other agencies.

From time to time, depending upon circumstances, LAFCo staff does request the services of the Sacramento County Department of Environmental Review and Assessment (DERA). DERA has been used in proposals where previously prepared environmental documents are cited for LAFCo projects. DERA has provided expert knowledge and perspective on LAFCo issues.

It is my intent, however, that Planning Partners be staff's primary consultant on environmental issues. Planning Partners prepares exemptions, negative declarations and mitigated negative declarations as well as provides consultation and review services in the capacity of an expert advisor. Planning Partners provides staff with advice on day to day issues related to environmental documents and whether or not prior environmental documentation can be used by LAFCo staff in any proposal.

In the event that LAFCo would need to prepare an Environmental Impact Report, LAFCo staff will select an environmental consultant based on a request for qualifications and select the most qualified environmental consultant (based on the specific project requirements). A contract for the preparation of an EIR will be brought to the Commission for approval prior to commencement of any work.

I recommend your Commission approval of the Contract with Planning Partners for FY 2004-05.

PB:Maf
Attachment
(Contract Cover Letter)