

**CITY OF ALBANY  
CITY COUNCIL AGENDA  
STAFF REPORT**

Agenda Date: July 7, 2008

Reviewed by: BP

**SUBJECT:** Contract Award for EDAW, Inc. for development of Climate Action Plans for the Cities of Albany and Piedmont

**REPORT BY:** Nicole Almaguer, Environmental Resources Associate

---

**STAFF RECOMMENDATION**

Authorize the City Administrator to enter into a contract between the City and EDAW Inc. in the amount of \$60,015 for development of climate action plans for the Cities of Albany and Piedmont.

**BACKGROUND**

On November 6, 2008, the City Council approved a joint application with the City of Piedmont, to the Bay Area Air Quality Management District (BAAQMD) for the receipt of \$55,000 in grant funds. The grant funds are to be used to hire a consultant to assist both cities to develop Climate Action Plans to reduce greenhouse gas emissions. The cities chose this joint approach in order to be more competitive for these grant funds and to help achieve economies of scale with the selected consulting firm. The grant application was subsequently approved by the BAAQMD, and Albany is serving as the lead jurisdiction.

**DISCUSSION**

Albany released the request for proposals to potential consultants on March 13, 2008, and proposals from nine consulting firms were received. Staff from both jurisdictions, Albany's Sustainability Committee, and the Chair of Piedmont's Environmental Task Force reviewed the submitted proposals, finding five of the submitted proposals worthy of consideration. On May 20, 2008, Albany staff, and two members of the City's Sustainability Committee, along with Piedmont's City Planner, Assistant Planner and the Chair of Piedmont's Environmental Task Force interviewed the following five firms:

- DC&E, Design, Community & Environment;
- URS Corporation;
- EDAW Inc.;
- KEMA Services Inc.; and
- HDR/Brown Vence & Associates with Town-Green.

In addition to the proposal content and budget, the interview committee looked at several factors when considering the proposals, including: experience in climate action planning, technological and software capabilities, effective public outreach, interest in the project, and familiarity with the two cities and the similarities and differences between them. The five firms demonstrated varying strengths and weaknesses, but the interview committee was unanimous in selecting EDAW Inc. as the candidate most qualified to develop effective Climate Action Plans for each city.

The selection committee chose EDAW, a worldwide firm with offices in San Francisco and Sacramento, because of their strong presentation at the interview, and their demonstrated expertise in climate change science. The project team demonstrated cohesiveness, a thorough understanding of the two cities and their planning processes, an effective public outreach campaign, technical know-how, and insight into the types of greenhouse gas reduction programs that might be effective for each city. More importantly, the firm has experience in climate change research and the evaluation of greenhouse gas reduction measures, which provides a base of research for the development of climate action plans for both cities.

### **FINANCIAL IMPACT**

The EDAW proposal (attached) indicates a 13-month project schedule at a cost of \$60,015, which includes all labor, travel and project expenses related to tasks and deliverables.

Together, the Cities have \$55,000 in grant funds from the BAAQMD for development of Climate Action Plans. In addition to this, StopWaste.Org has approved the use of Import Mitigation grant funds received annually by each city to cover one-half the cost of consultant contracts for the development of climate action plans for Alameda County jurisdictions.

A total of \$2,500 will be paid from the City's waste diversion grant funding to cover the remaining contract value.

#### **Attachments:**

1. EDAW Scope of Work and Budget