

**CITY COUNCIL REGULAR SESSION**

Resolution authorizing the execution of a contract with Cascadia Consulting, Inc. for professional services to support the update to the Environmental Stewardship Initiative (ESI) Strategic Plan, for a total contract amount not to exceed \$150,000, plus all applicable taxes.

Mac Cummins, Community Development Director, 425-6191

Arun Jain, Assistant Director Planning, 452-5255

Jennifer Ewing, Environmental Stewardship Program Manager, 452-6129

*Community Development Department*

**EXECUTIVE SUMMARY**

This Resolution authorizes the execution of a contract with Cascadia Consulting, Inc. to provide professional services to support the update of the ESI Strategic Plan.

**RECOMMENDATION**

Move to adopt Resolution No. 9636

If approved, effective date: 07/15/2019

**BACKGROUND/ANALYSIS**

The Community Development department is leading the update to the ESI Strategic Plan, a five-year plan that guides the City's environmental initiatives. This plan update is in response to Council's 2018-2020 Vision Priority related to ESI, to assess progress to date and analyze additional steps the City may wish to take to achieve its environmental goals.

ESI program staff issued a request for proposals (RFP) for these services in April and received a proposal from one vendor. As a result of a thorough evaluation process, Cascadia Consulting Inc.'s proposal was accepted as the most qualified response to the RFP. Cascadia Consulting Inc. was selected due to their experience in providing the requested services, the breadth and depth of their team's expertise, Bellevue's previous experience working with the consultant, and their knowledge of Bellevue's ESI program.

Cascadia Consulting, Inc.'s scope of work will include, but is not limited to, developing the technical basis behind recommendations for updated environmental goals and targets, analyzing strategies for achieving the targets, supporting public outreach, and developing the updated plan.

**POLICY & FISCAL IMPACTS****Policy Impact**

Bellevue City Code

BCC 4.28 provides for the fair and equitable treatment of all persons involved in the purchasing process. Council approval is required to award the bid where the cost exceeds \$90,000.

## Council 2018-2020 Vision Priorities

Priority #11: Review progress of the ESI and analyze additional steps that the City may take to achieve its environmental goals (e.g., tree canopy).

### **Fiscal Impact**

Approval of this action obligates the City to pay up to \$150,000, plus all applicable taxes, to Cascadia Consulting, Inc. for professional services to support the update of the ESI Strategic Plan. This contract is anticipated to be completed in July 2020 and there is no renewal option. The costs for this contract include professional services from environmental policy and analysis experts, based on an hourly rate for the project team members.

This expenditure was planned within the 2019-2020 ESI program budget, as part of the ESI Implementation CIP (CD-46) and the ESI operating budget.

### **OPTIONS**

1. Adopt the Resolution authorizing the execution of a contract with Cascadia Consulting, Inc. for professional services to support the update to the Environmental Stewardship Initiative (ESI) Strategic Plan, for a total contract amount not to exceed \$150,000, plus all applicable taxes.
2. Do not adopt the Resolution and provide alternative direction to staff.

### **ATTACHMENTS & AVAILABLE DOCUMENTS**

Proposed Resolution No. 9636

### **AVAILABLE IN COUNCIL LIBRARY**

Cascadia Consulting Inc. Contract