Los Angeles County
Department of Regional Planning

Planning for the Challenges Ahead

Richard J. Bruckner
Director

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TO: Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Don Knabe
Supervisor Michael D. Antonovich

FROM: Richard J. Bruckner DLS for RJB
Director

NOTICE OF INTENT TO NEGOTIATE A SOLE SOURCE CONTRACT
LOS ANGELES COUNTY COMMUNITY CLIMATE ACTION PLAN PHASE THREE

In accordance with your Board Policy number 5.1000 regarding sole source contracts, this is to inform you that the Department of Regional Planning (DRP) intends to negotiate a sole source contract with ICF Jones and Stokes, Inc. (ICF) for the completion of the final phase of the Climate Action Plan (CAP) development effort for the unincorporated areas of Los Angeles County (County).

BACKGROUND

The CAP is an integral part of the County's efforts to comply with Assembly Bill 32 California Global Warming Solutions Act (2006). The timely completion of the CAP is a priority for DRP as part of the General Plan implementation programs. It has been included as an implementation program in the Draft General Plan and as a policy in the recently approved Santa Clarita Valley Area Plan, which requires the completion of the CAP within 18 months of the adoption of the General Plan Update, which is expected to be completed in 2013. The CAP development effort for the unincorporated areas was divided into three phases:

- Phase One consists of the preparation of a greenhouse gas (GHG) emissions inventory and forecast for the unincorporated areas of the County.

- Phase Two covers the analysis and quantification of GHG reduction measures. The Internal Services Department (ISD), in partnership with the Los Angeles Regional Collaborative for Climate Action and Sustainability (LARC), secured $468,147 in Energy Efficiency and Conservation Block Grant (EFCBG), procured the services of ICF, and led the effort to complete Phases One and Two. Both phases were carefully coordinated with the preparation of the Environmental Impact Report (EIR) for the General Plan Update.

- Phase Three consists of the preparation of the CAP document that builds upon the technical analyses in Phases One and Two, community outreach, and the adoption of the CAP.

SOLE SOURCE JUSTIFICATION

In order to be as timely and cost-effective as possible, DRP recommends entering into a sole source contract with ICF to provide technical support in completing Phase Three for the reasons provided below:

- The CAP process has been and will continue to be highly technical and specialized.

  In Phase One, ICF completed a detailed inventory of GHG emissions from residents, businesses, and their associated activities in the County's unincorporated areas for a baseline year of 2010 and two forecasts for 2020 and 2035. These forecasts are based on projections of numerous socioeconomic, source-specific, and/or demographic factors for each emissions sector. A new consultant would not be able to prepare the final CAP document without spending a significant amount of time understanding the vast amount of data and complex methodologies behind the forecasts.

- The CAP process has been and will continue to be a multi-department collaboration effort connected to various County programs and plans.

  In Phase Two, ICF quantified the effects of a suite of candidate GHG reduction measures designed to reduce GHG emissions by working closely since March 2011 with County departments, such as ISD, DRP, and the Department of Public Works. These measures were made consistent with existing and planned County and utility programs, the Draft General Plan for 2035, and various programs being considered by the County departments. A new consultant would not be able to first establish the same working knowledge and relationship with the County departments and their programs without delaying the process.

- Phase Three of the CAP process requires the consultant to have intimate knowledge of analytical methodologies and technical information produced in Phases One and Two to prepare the final CAP document.

  Because ICF has performed these analyses for Phases One and Two, they are thoroughly familiar with the methods utilized and results obtained in the GHG inventory and the quantification of the candidate GHG reduction measures; both of which are vital to the completion of the CAP document. A new consultant would require additional time to become familiar with the information and materials completed in Phases One and Two.

- Phase Three of the CAP development effort will requires extensive public outreach to explain technical information completed in Phases One and Two.

  The County will require the assistance of the consultant in explaining the details of these analyses during both community outreach events and public hearings that will be associated with Phase Three of the CAP process. The Phase Three consultant will attend community meetings and public hearings and be ready to answer any questions. ICF performed these specific analyses and is intimately familiar with the data and methodology. Thus, it can better defend the County and be confident in explaining the process, if called upon by any technical experts, to answer questions and address concerns that arise throughout the public outreach process.

- Phase Three of the CAP development effort and its schedule must be closely tied to the completion of the General Plan update in 2013.

  Phase Three of the CAP development effort is anticipated to be approximately two years. According to the Santa Clarita Valley Area Plan adopted by your Board on November 27, 2012, CAP must be completed within 18 months of the adoption of the General Plan update, which is anticipated in 2013. Thus, it is imperative that Phase Three be initiated as soon as possible. A change in consultant would cause project delay. Retaining the services of ICF to complete Phase Three will ensure continuity and efficiency, and avoid disruption in the CAP development effort.

Therefore, DRP has concluded that it is in the County's best interest to contract with ICF to complete Phase Three. Unless otherwise instructed by your Board within two weeks of the date of this memo, DRP will proceed with negotiating a sole source contract with ICF.

If you have any questions regarding this matter, please contact me or your staff may contact DRP Contract Manager Hsiao-Ching Chen at (213) 974-6559 or hchen@planning.lacounty.gov.

RJB:AO:HC:gl

c: Executive Office, Board of Supervisors
Chief Executive Office
County Counsel
Internal Services
Public Works