

TO: Andrew P. Powers, City Manager

FROM: Kelvin Parker, Community Development Director

DATE: September 27, 2022

SUBJECT: **Environmental Consulting Services for Los Robles Cancer Treatment Center Project**

RECOMMENDATION:

1. Approve Task Order No. 3 (On-Call Contract No. 12520-2020) with Dudek Consulting of Santa Barbara, CA, to complete environmental documents for the Los Robles Cancer Treatment Center Project at 400 East Rolling Oaks Drive, with a base cost of \$103,760 and additional services of \$21,240 for a total not-to-exceed amount of \$125,000.
2. Approve budget appropriation and authorize expenditure in an amount not-to-exceed \$125,000 from A/C #001-4210-447-4000 (Charges for Services - Planning Fees/Permit) to A/C #001-4210-641-5947 (Contracted Services, Reimbursable).

FINANCIAL IMPACT:

\$125,000 Increase to Adopted FY 2022-23 General Fund Budget, Fully Offset by Applicant Fee Revenue. \$125,000 increase to the Adopted FY 2022-23 General Fund Budget is required for the preparation of an Environmental Impact Report (EIR) and will be reimbursed by the applicant at the completion of the project. Other costs are limited to staff time to prepare the report, assist in the preparation of the EIR, and are also offset by application fees paid by the applicant.

BACKGROUND:

Hospital Corporation of America (Applicant) submitted a request for a pre-application review (PAR 2021-70985) on October 22, 2021, for a preliminary assessment of a proposed medical facility at 400 East Rolling Oaks Drive, which was reviewed by all relevant agencies, City departments, and representatives to provide development comments. The proposed project requires changing the Land Use Element category designations from Very Low-Density Residential to Commercial at the project site. Pursuant to the state Housing Crisis Act, changing a property's Land Use Element category from a residential type (which prescribes a certain amount of residential development potential) to a non-residential type

(one not allowing residential development) must be accompanied by concurrent changes restoring that residential development potential elsewhere in the jurisdiction, ensuring no net loss in total residential development capacity. To comply with the Housing Crisis Act requirements, the applicant is also requesting to change the Land Use Element category designation of a parcel at 355 West Janss Road, located at the northeast corner of the intersection of Janss and Lynn Roads, from Institutional to Low-Density Residential.

On June 9, 2022, the applicant submitted a General Plan Land Use Element Amendment (LU 2022-70587) to change the Land Use Element category designations from Very Low Density Residential to Commercial at 400 East Rolling Oaks Drive and from Institutional to Low-Density Residential at 355 West Janss Road. At the July 5, 2022, City Council meeting, City Council adopted a resolution to initiate the General Plan Amendment.

Following City Council initiation and formal submittal of all required applications on July 21, 2022, staff began preparation of an Informal Request for Proposals (Informal RFP) to be sent to the City's on-call consultants for California Environmental Quality Act (CEQA) consulting services. The environmental review expected includes the preparation of an EIR for the project. The project includes the construction of a new approximately 58,000 square foot, 40-foot-tall, two-story (split level) outpatient cancer treatment facility, including surface parking, grading, hardscape, and landscape. The project will likely entail encroachment into the protected zone of various oak and landmark trees on a 4.75-acre site at 400 East Rolling Oaks Drive. The project also requires a Land Use Element category designation change from Institutional to Low-Density Residential of a parcel at 355 West Janss Road.

On June 23, 2020, City Council approved on-call professional services agreements with firms for various services to provide the City with as-needed environmental consulting services up to \$125,000 per task order and not-to-exceed \$500,000 annually. Task orders between \$75,000 and \$125,000 must be authorized by City Council.

On July 26, 2022, the City solicited proposals from 11 pre-qualified environmental consultants from the City's on-call consultant list. The City received three competitive proposals and the proposal review process was initiated. After a thorough evaluation of all proposals, Community Development Department staff selected Dudek Consulting (Dudek) as the most qualified for the CEQA consulting project based on their prior experience with the City and similar projects, availability, timelines, and proposed scope of work and schedule. Dudek has previously served as an environmental consultant who prepared several environmental documents implemented by the City and has provided consulting services for other public agencies. The City has been satisfied

with Dudek's services and deliverables on previous projects.

Dudek's proposed budget is \$103,760 and based on recent experience with environmental reviews of this type, staff are recommending an extra services amount of \$21,240, bringing the total to a not-to-exceed amount of \$125,000. The extra services amount provides flexibility and efficiency, should the need for additional funds arise.

DISCUSSION/ANALYSIS:

Dudek's specialized skills are needed to prepare and manage the EIR for the limited purpose and duration of the entitlement processing phase for the proposed mixed-use project. To successfully complete the environmental section/phase of the project in a timely and efficient manner, specialized project management for the environmental phase of the project, from Dudek, is required.

Task Order No. 3 (Attachment #1) is requested for Dudek to prepare the required environmental documents and complete the CEQA analysis. The scope of work includes preparation of technical studies and peer review of submitted materials; preparation of an EIR; response to comments; project management; representation at public hearings, and extra services to timely address any unforeseen issues and not unnecessarily delay the project's consideration by the Planning Commission. The applicant is to augment the deposit fee they have paid so the City will fully recover its costs from the applicant's deposit fund.

Based on the status of the project, the final tasks of the EIR process are anticipated for completion by the end of March 2023. City Council approval of Task Order No. 3 with Dudek in the not-to-exceed amount of \$125,000 is recommended.

COUNCIL GOAL COMPLIANCE:

Meets the following City Council goal:

C. Operate City government in a fiscally and managerially responsible and prudent manner to ensure that the City of Thousand Oaks remains one of California's most desirable places to live, work, visit, recreate, and raise a family.

PREPARED BY: Justine Kendall, Associate Planner

Attachment:

Attachment #1 – Task Order #3 to Contract No. 12520-2020