Agenda Item #13.14
For Council Meeting of: August 19, 2025

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: JASON NUTT, ASSISTANT CITY MANAGER
SUBJECT: PROFESSIONAL SERVICES AGREEMENT- MECA CONSULTING, INC. – FOR PHASE I, II, AND III ENVIRONMENTAL SITE ASSESSMENT SERVICES

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by Real Estate Services that the Council, by resolution, approve Professional Services Agreement Number F003061 with MECA Consulting, Inc., a California corporation, dba Millennium Consulting Associates ("Millennium"), Pleasanton, California, for Phase I, II and III Environmental Site Assessment Services for the City Hall Complex, for a total amount not to exceed $133,897.41.

EXECUTIVE SUMMARY

This resolution will approve Professional Services Agreement Number F003061 with MECA Consulting, Inc. for Phase I, II and III Environmental Site Assessment Services for City owned property at 90 Santa Rosa Avenue (APN 009-073-023), 631 First Street (009-073-019, 009-073-020, 009-073-021 and 009-073-022), 655 First Street (APN 009-073-018) and 100 Santa Rosa Avenue (APN 009-191-021), in Santa Rosa, CA, and the area of 1st Street in between (collectively, "City Hall Complex"), for a total amount not to exceed $133,897.41 to be paid by the Environmental Protection Agency Brownfields Revolving Loan Fund.

BACKGROUND

In 2023, the City, through its consultant, EBA Engineering, completed Phase I Environmental Site Assessments for each of the buildings within the City Hall Complex. Given the age of the structures, the assessments concluded that there is a potential presence of lead-based paint and asbestos. Additionally, due to historical uses of the properties within and adjacent to the City Hall Complex- including areas along 1st Street- the City sought to further evaluate the possibility of underground storage tanks, soil contamination, or other environmental concerns.

On December 23, 2024, the City solicited a Request for Proposals (RFP) for environmental site assessment services for the City Hall Complex. A total of four proposals were received and evaluated. Following a thorough review by a qualified selection panel, Millennium was recommended for the award of the contract.

PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

With continued high levels of real estate and development activity anticipated in the downtown, and the availability of funds through the Environmental Protection Agency Brownfields Revolving Loan Fund to support investigation and remediation of potential environmental conditions on City owned properties, staff recommend entering into a Professional Services Agreement with Millennium for additional testing for the City Hall Complex.

This work will be funded through the Environmental Protection Agency Brownfields Revolving Loan Fund, as approved by the Chief Financial Officer.

Under the agreement, the consultant will be responsible for identifying all necessary tasks and components, providing all required services in accordance with the RFP and agreement, and ensuring compliance with all applicable standards and regulations. The Consultant will deliver a complete and comprehensive Environmental Site Assessment to the City.

FISCAL IMPACT

There is no fiscal impact to the general fund, as services will be paid from the Environmental Protection Agency Brownfields Revolving Loan Fund, from JL key 42008.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section CEQA Guidelines Section 15306 – Information Collection. Section 15306 categorically exempts basic data collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource. The purpose of the agreement is to perform environmental assessments, including investigation and data collection, to identify potential hazards such as lead-based paint, asbestos, underground storage tanks, and soil contamination within the City Hall Complex. These activities are non-invasive or minimally invasive and are solely for information-gathering purposes to inform future decisions.

No physical development, demolition, or construction is proposed as part of this action, and therefore, there is no potential for a significant effect on the environment. Any future activities resulting from the findings of the assessments would be subject to their own CEQA review, as appropriate. Accordingly, this action qualifies for a categorical exemption under CEQA, and no further environmental review is required at this time.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not Applicable.

NOTIFICATION

Not Applicable.

ATTACHMENTS

- Resolution/Exhibit A (Professional Services Agreement)

PRESENTER

Jill Scott, Real Estate Manager