



Administrative Report

H.12., File # 26-0358

Meeting Date: 3/17/2026

To: MAYOR AND CITY COUNCIL
From: LUKE SMUDE, ASSISTANT TO THE CITY MANAGER

TITLE

APPROVE AN AGREEMENT WITH RANEY PLANNING & MANAGEMENT, INC. TO PROVIDE ENVIRONMENTAL CONSULTATION SERVICES FOR MEASURE FP PROJECTS IN AN AMOUNT NOT TO EXCEED \$42,000 AND THE TERM MARCH 18, 2026 TO DECEMBER 31, 2026

EXECUTIVE SUMMARY

As part of the implementation of Measure FP, the City's public safety general obligation bond measure approved by voters during the November 5, 2024 General Election, the City has begun due diligence activities, including the investigation of physical conditions of each of the Project sites. This includes environmental documentation required under the California Environmental Quality Act (CEQA) for the redevelopment and/or expansion of additional facilities on existing City properties.

The City solicited three firms to carry out this work, and received two responses, with Raney Planning & Management, Inc. (Raney) distinguishing itself as a qualified partner capable of conducting the Project-related work at multiple critical public safety facilities, including Fire Station No. 1, Fire Station No. 2, Police Headquarters/Main Station, and the Police Annex. As such, staff is recommending the City Council approve a consulting services agreement with Raney to complete CEQA analysis and reporting for all sites related to Measure FP implementation.

BACKGROUND

Preliminary site analysis and initial due diligence activities conducted by the City's Owner's Representative, Griffin Structures, identified anticipated CEQA pathways for each of the City's public safety facilities. These preliminary findings indicate that the replacement of Fire Stations 1 and 2 are expected to qualify for CEQA categorical exemptions, while the Police Department facility improvements may require additional environmental review depending on the final Project scope.

In order to confirm the appropriate environmental clearance pathways and prepare the necessary documentation, City staff sought proposals/quotes from three consulting firms specializing in environmental review and CEQA compliance, with one firm being non-responsive. Of the responsive firms, Raney's proposal provided the best combination of pricing, approach, and completion timeline.

The proposed scope of services to be provided by Raney includes:

- Conducting an initial project kick-off meeting with City staff, reviewing available Project documentation, and identifying key environmental issues for all the Project sites

- Evaluating the appropriate CEQA pathway for each Project site
- Preparing environmental documentation consistent with CEQA requirements
- Coordinating with City staff throughout preparation, review, and final submission of environmental documentation.

For Fire Stations 1 and 2, Raney anticipates preparing a Draft Categorical Exemption Memorandum within five weeks. The overall length of time to complete the memos, following City review and responses, is estimated at two-to-three months with an anticipated cost of \$15,000.

For the Police Department facilities - the Main Station/Headquarters building and the Annex site - the environmental review pathway will depend on the final scope of improvements. As such, this portion of the Project might warrant an Initial Study/Negative Declaration (IS/ND), requiring a level of effort beyond a categorical exemption. Should the Project not result in a significant increase in square footage, Raney would seek an infill exemption based on the replacement and reconstruction of existing structures located on the same site and on less than five acres in an urbanized area.

However, if the Project includes a facility expansion representing more than a 20% increase in square footage, an IS/ND would likely be necessary. Raney anticipates that an IS/ND would take four-to-six months to complete, with an anticipated total cost of \$25,000.

The proposed Consulting Services Agreement with Raney also allows for reimbursable expenses not to exceed \$2,000, bringing the total not to exceed amount of the proposed Agreement to \$42,000. Should the Project require more in-depth technical reporting, staff would return to Council with a contract amendment at that time, however, this is not anticipated.

As such, staff recommends the City Council approve the proposed Consulting Services Agreement with Raney for CEQA analysis and compliance related to the implementation of public safety facility replacements and improvements associated with Measure FP.

COORDINATION

This item was coordinated by the City Manager's Office with the Community Development, Financial Services, Fire, Police, and Public Works Departments. The proposed Agreement was reviewed and approved as to form by the City Attorney's Office.

FISCAL IMPACT

As part of the FY 2025-26 Budget adoption process, the City Council approved \$422,800 in "Measure FP up-front spending" prior to bond issuance, and approved a Reimbursement Resolution on March 18, 2025, to allow the City to be reimbursed for eligible project expenses incurred prior to the City's bond issuance from future bond proceeds.

APPROVED BY:

Mike Witzansky, City Manager

ATTACHMENTS

- Agmt - Raney Planning & Management, Inc.
- Insurance - Raney Planning & Management, Inc.

