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**City Manager's Report**

**March 24, 2026, City Council Meeting**

**Prepared by: Carole Kendrick, Development Services Director**

**Item #: 12.2**

**Subject:** Consideration of Award of On-Call CEQA Consulting Services for Peer Review and Staff Augmentation

**Recommendation:** Adopt a resolution authorizing the City Manager, or designee, to negotiate and execute a professional services agreement with PlaceWorks for on-call CEQA consulting services for peer review and staff augmentation.

**Purpose:** This item presents the results of the City's Request for Proposals (RFP) for on-call CEQA consulting services and seeks Council authorization to enter into one or more professional services agreements. These agreements will support CEQA compliance, peer review of applicant-submitted materials, document preparation (as needed), technical analysis, coordination with applicants and staff, and related assistance for current and future development projects.

**Strategic Plan Strategy:** Maintain/Improve Quality of Life Strategy 6) Maintain and Update Planning Documents.

**Background:** The City of Placerville has traditionally handled CEQA compliance internally, with staff preparing documents such as Initial Studies, Negative Declarations, and Mitigated Negative Declarations. This in-house approach provided strong oversight and supported the City's commitment to efficient, high-quality customer service. However, recent staff reductions have limited internal capacity for these tasks, leading the City to explore outsourcing. On August 12, 2025, the City Council unanimously directed staff to prepare and issue an RFP for on-call environmental consulting services.

The RFP was released on August 25, 2025, with proposals due September 25, 2025. It sought qualified firms to assist with environmental review, primarily peer review and staff augmentation.

The City received proposals from the following firms:

- Cornerstone Consulting Services
- CSG Consultants
- Dudek
- MNS Engineers
- PlaceWorks

Proposals were evaluated based on responsiveness, qualifications and experience, familiarity with public-agency CEQA processes, team depth, ability to deliver timely and legally defensible work, and

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overall fit for the City’s on-call requirements.

**Discussion:** All five firms demonstrated qualifications to provide CEQA consulting services and relevant public-agency experience.

PlaceWorks emerged as the strongest overall match for the City’s needs, with extensive CEQA and planning expertise, a clear public-agency focus, and an approach well-suited to serving as an extension of City staff. This alignment supports consistent communication, efficient project processing, and reliable assistance amid staff constraints.

Dudek offered a particularly strong proposal for technically complex or specialized assignments. CSG Consultants presented a robust municipal services model ideal for staff augmentation and peer review. MNS Engineers showed solid multidisciplinary public-sector experience, while Cornerstone Consulting Services provided a responsive, potentially cost-effective option—though the others demonstrated greater overall depth for municipal CEQA support.

For these reasons, staff recommends awarding the primary agreement to PlaceWorks.

If a broader on-call pool is preferred, a multi-firm structure would offer flexibility to assign work based on specialization, availability, workload, or conflict considerations, helping prevent delays. In that case, staff suggests prioritizing PlaceWorks, Dudek, and CSG Consultants as primary providers, with MNS Engineers and Cornerstone Consulting Services as additional options.

**Proposed Selection Results:** For internal ranking and selection purposes, staff’s evaluation results may be summarized as follows:

1. PlaceWorks
2. Dudek
3. CSG Consultants
4. MNS Engineers
5. Cornerstone Consulting Services

If the Council elects to approve multiple firms rather than a single award, staff recommends that PlaceWorks, Dudek, and CSG Consultants be considered the strongest initial group for primary on-call use, with MNS Engineers and Cornerstone Consulting Services available as additional qualified firms if the Council wishes to establish a broader pool.

**Options:**

1. Authorize the City Manager, or designee, to negotiate and execute a professional services agreement with PlaceWorks for on-call CEQA consulting services.
2. Authorize the City Manager, or designee, to negotiate and execute professional services agreements with multiple qualified firms for on-call CEQA consulting services.
3. Provide alternative direction to staff.

**Environmental:** This action is administrative and does not constitute a “project” under CEQA (§21065(a)), as it will not cause a direct or reasonably foreseeable indirect physical change in the environment.

**Cost:** There is no cost associated with tonight’s action. The cost of services provided by Placeworks would be borne by the developer.

**Budget Impact:** There is no budget impact associated with tonight’s action.



Dave Warren, City Manager



Carole Kendrick, Development Services Director

**Attachments**

- A. Resolution
- B. PlaceWorks Proposal