



CITY OF FOUNTAIN VALLEY

REQUEST FOR PROPOSALS

Peer Review of Draft Initial Study/Mitigated Negative Declaration for the Moiola Park Residences

RFP Submittal Deadline: 4 p.m. May 22, 2020

INTRODUCTION

The City of Fountain Valley (City) is requesting proposals from qualified consulting firms or individuals (Contractor) for peer review services for the Draft Initial Study/Mitigated Negative Declaration (IS/MND) for a proposed 74 lot single-family subdivision known as Moiola Park Residences. The IS/MND has been prepared by EPD Solutions, Inc. (EPD) on behalf of the developer, Brookfield Residential, per the requirements of the California Environmental Quality Act.

The City is interested in selecting a Contractor to perform peer review services to identify potential issues or topics of concern relating to the adequacy of the IS/MND, including technical adequacy, sufficiency of the document, adequacy of studies to support the document, and applicability of any proposed or referenced mitigation. Results and conclusions of the peer review are requested to be consolidated into a memorandum to the City outlining comments and recommendations. Contractor will also be responsible for peer reviewing EPD's responses to any public comments that may arise from the public review period for completeness and accuracy. Contractor will also be required to attend both Planning Commission and City Council meetings.

BACKGROUND AND PROJECT INFORMATION:

On January 20, 2020, Brookfield Residential submitted a request to construct a 74 lot residential subdivision and a 1-acre park on a 12.99 acre property located at 9790 Finch Avenue, Fountain Valley, CA 92708 (APN 157-033-15) (Project). The site of the proposed Project is located generally southwest of the corner of Ellis Avenue and Brookhurst Street in the city of Fountain Valley. The Project site currently consists of the former Fred Moiola Elementary School Site, which has parking lots, buildings, paved sports courts and play areas, walkways, and grass fields. The school is currently unoccupied, but all of the school improvements remain in place and are regularly maintained. The Fred Moiola School closed in June 2012 and then a private school (LePort Montessori) occupied the

school and then recently closed this location at the end of the 2018 school year. In addition to Finch Avenue providing vehicular and non-vehicular access to the site, a pedestrian bridge provides access over the flood control channel at the southeastern portion of the site, connecting the site to the existing residences to the south on Mt. Cimarron Street.

Single-family homes are developed to the west and south of the 12.99 acre Project site, while garden homes are developed to the north, and a commercial shopping center is developed to the east.

Proposed project entitlements include the following:

- General Plan Amendment No. 20-01 to change the land use designation from Public Facilities to the following: Low Density Residential to allow for 10 lots at a minimum 7,200 square feet; Low Medium Density Residential to allow for 64 lots with an average size of 4,500 square feet; and Park for a 1- acre park.
- Zoning Map Amendment No. 431 to change the zoning of the property from Public Institution (PI) to the following: Single-Family Residential (R1) for lots 1-10; Garden Homes (GH) for lots 11-74; and Parks and Open Space (P/OS) for the proposed 1-acre park.
- Conditional Use Permit No. 1882 to allow for the construction of single- family dwellings in the proposed GH zone. The homes in the GH zone will range from 2,790 square feet to 3,115 square feet and will have four to five (4-5) bedrooms and three (3) bathrooms. The homes in the R1 zone will range from 3,419 square feet to 3,486 square feet and will have four to five (4-5) bedrooms and four and one-half (4.5) bathrooms.
- Precise Plan No. 559 for the construction of the project.
- Tentative Tract Map No. 19069 for the development of 74 lots and a 1-acre park.

Of their own accord, Brookfield Residential contracted privately with EPD to begin reviewing the project for CEQA compliance prior to the city determining the project complete. While the requested peer review will not commence until the project has been found complete and a Draft Initial Study prepared, the Administrative Draft provides insight into the potential environmental impacts associated with the project and scope of review. At this preliminary stage, the Administrative Draft of the Initial Study found that the environmental factors that would be potentially affected by this project, involving at least one impact that is a “Potentially Significant Impact” as indicated by the completed environmental checklist would be the following:

- Geology/Soils
- Cultural Resources
- Hazards and Hazardous Materials
- Tribal Cultural Resources

Preliminary studies completed to support these results include:

- Air Quality, Greenhouse Gas, and Energy Impact Analysis
- Department of Parks and Recreation Primary Record Forms
- Phase 1 Cultural and Paleontological Resources Assessment
- Geotechnical Evaluation
- Phase I and Phase II Environmental Site Assessment
- Supplemental Phase II Environmental Site Assessment
- Preliminary Hydrology Study
- Preliminary Water Quality Management Plan (PWQMP)
- Technical Noise Analysis
- Traffic Impact Analysis Report

SCOPE OF WORK:

Purpose: The City requests Contractor to have sufficient resources to be able to provide scope of services that includes the tasks of:

1. Peer review the Draft IS/MND for the Project in an efficient and accurate manner;
2. Provide a memo addressing issues with the Draft IS/MND;
3. Review and respond to EPD’s responses to comments that may come out of the public review of the Draft IS/MND;
4. Attend both Planning Commission and City Council public hearings.

The objective for these services is to confirm the depth, adequacy, and accuracy of the Draft IS/MND prepared by EPD and the effectiveness of the proposed mitigation measures on alleviating any environmental effects of the proposed Project.

Under the management of the Planning & Building Director, the selected consultant shall be responsible for the following:

Peer Review Draft Initial Study/Mitigated Negative Declaration:

- Contractor shall peer review the IS/MND and all supporting documentation for the Moiola Park Residences.
- This review will serve to identify potential issues or topics of concerns relating to the adequacy of the IS/MND, including technical adequacy, sufficiency of the document, adequacy of studies to support the document, and applicability of any proposed or referenced mitigation. Results and conclusions of the peer review are requested to be consolidated into a memorandum to the City outlining your comments and recommendations.
- Contractor will be responsible for reviewing and commenting on EPD’s responses to comments that may arise from the public review period for the IS/MND to produce a final response to comments.
- Contractor shall attend public hearings for the IS/MND and the Project at both Planning Commission and City Council levels.
- If requested by the City, the Consultant will provide status reports.

Deliverables:

- Contractor shall provide a digital Peer Review Memo with a list of questions and comments to identify possible omissions, inconsistencies, or issues of concern that may affect the adequacy of the Project’s environmental document.
- If additional comments or questions are made by City, Contractor shall provide additional comments addressing the City’s comments and questions.
- Contractor shall peer review all EPD’s draft responses to comments that may arise from the public review of the IS/MND and provide responses to EPD’s responses to comments to produce a final response to comments.
- A minimum of three (3) teleconference calls with the City staff are required; one (1) Kick-off teleconference call; one (1) teleconference call to discuss initial peer review findings; and, one (1) teleconference call to discuss City staff comments on and finalize the draft Peer Review Memo.
 - City is permitted to contact the contractor with additional questions through email and phone calls.
- Attendance at public hearing.
 - Contractor is required to include preparation for and attendance of at least three (3) public hearings on the IS/MND for the Project.
 - Vendor may be requested by the City to assist in preparing or reviewing materials for CEQA compliance and public hearings/meetings.

Schedule:

- Contractor will conduct peer review of the IS/MND and deliver an initial memo of comments within two (2) weeks of receipt of a written Notice to Proceed (NTP).
- Upon submitting initial memo, one (1) week will be needed to coordinate with City staff to discuss, revise, and develop final memo to EPD.
- Once comments have been addressed by EPD, Contractor will assist in Notice of Availability for IS/MND and public review to the IS/MND will begin (30 days).
- Contractor will peer review all EPD’s responses to comments and provide responses to EPD’s draft responses to comments for final preparation of the responses to comments from the public review of the IS/MND (2 weeks).
- Contractor will attend public hearings of the Planning Commission (1 meeting) and City Council (2 meetings) (45 days)
- Contractor may be required to assist in the Notice of Determination (5 days).

REQUIRED INFORMATION AND FORMAT OF SUBMITTALS:

In order to be considered for selection, the respondent individuals or firm shall submit a proposal using as a minimum the following criteria, which shall be scored by representatives from the City of Fountain Valley:

1. Letter of Introduction
 - a. A letter of introduction signed by a Principal or Senior Officer of the organization.

- b. The firm(s) shall state why it believes it is qualified to provide the services described in this Request for Proposal (RFP).
 - c. If submitting as a team, note which team is the prime consultant or lead joint venture partner (if applicable).
 - d. Include the name and resume of the individual leading the team.
2. Firm Information and Qualifications
 - a. Number of years the firm(s) has been in business.
 - b. Location of principal office that will be responsible for the implementation of this contract, and the distance from the City of Fountain Valley.
 - c. List company and individual team members experience in providing similar services.
 - d. A listing of the firm's experience providing environmental peer review services to other municipalities. Provide the name of a minimum of three (3) municipalities with the name and phone number of the individual who can be contacted with regards to the services.
3. Firm Resources
 - a. Provide a statement demonstrating your firm's or team's ability to accomplish the scope of services in a comprehensive and thorough manner to meet the needs of the City.

SELECTION CRITERIA:

The following criteria shall be used for consultant selection:

- Quality of the proposal: Completeness, content, and responsiveness to the Request for Proposals.
- Cost related to the level of work proposed and meeting the project schedule.
- Professional qualifications, knowledge and capability of the firm, personnel, and subconsultants (if any) in environmental documents.
- The ability of the firm to commit the personnel necessary to complete the job in the desired time frame. Past experience of the project manager to successfully manage the team and any subconsultant will be considered.
- Quality of references and the results of reference checks, as determined appropriate.

CITY will review all proposals and rank consultants according to their response to this RFP. Upon completion of the evaluation phase, City staff may select those consultants for interviews whose proposals and qualifications most closely conform to the requirements of this RFP. The City may choose to interview one or more of the firms responding to this RFP. CITY also reserves the right to begin negotiations and enter into a Contract without interviews or further discussion.

Depending upon the proposed cost, the City of Fountain Valley City Council may be the authorizing entity to issue a contract award. Upon receipt of the executed Agreement, it will be submitted to the City Council and/or City Manager for approval as necessitated by

the proposed cost.

PROPOSAL DUE DATE:

The deadline to submit proposals for this project is **4:00 p.m. on May 22, 2020**. Three (3) copies of the proposal shall be submitted in a sealed envelope, plainly marked:

City of Fountain Valley
RFP – Peer Review Services for IS/MND for Moiola Park Residences
10200 Slater Avenue
Fountain Valley, CA 92708
Attn: Brian James, Planning & Building Director

CONTRACT:

The selected consultant will be required to enter into a “Consulting Services Agreement” for the consultant services with the City. The Agreement will include a detailed scope of work and payment of services schedule. Any changes to the approved contract shall be reviewed and approved by the city manager and or city council.

The Scope of Work, as may be modified through negotiation and/or by written addendum issued by the City, will be made a part of the Agreement.

GENERAL INFORMATION:

1. Right to Reject Proposals:

The City reserves the right to reject any and all proposals, which do not meet the requirements of this RFP, and/or any portion of the requirements of this project. Issuance of this RFP and receipt of proposals does not commit CITY to award a Contract. CITY also reserves the right to postpone award of a Contract for its own convenience, accept or reject any or all proposals received in response to this RFP, and cancel any or all portions of this RFP and resulting Contract.

2. Examination of Proposal Documents

By submitting a proposal, each consultant represents that it has thoroughly examined and become familiar with the work required under this RFP and that it is capable of performing quality work to achieve the objectives of CITY.

3. Pre-Contractual Expenses

CITY shall not be liable for any pre-contractual expenses incurred by consultants in the preparation of proposals. Pre-contractual expenses shall not be included in the fee proposal.

4. Ownership of Reports and Documents

