

**University of California
Santa Barbara**



Request for Proposals
for the:

San Joaquin Housing
Environmental Impact Report

Project Number:
986470

Office of
Design & Construction
Services

February 2012



Table of Contents

Advertisement	3
Scope of Services	5
Services Provided by UCSB	9
Project Location	10
Project Schedule	10
Instructions to Applicants	11
Selection Criteria	13
Privacy Notification	14

ATTACHMENTS:

Statement of Qualifications Form	(See separate .pdf file)
Professional Services Agreement	(See separate .pdf file)
Certificate of Insurance	(See separate .pdf file)



Request for Proposals No. 986470
San Joaquin Housing Environmental Impact Report
Advertisement (*Published on 2/10/12*)

Project Description

The University of California, Santa Barbara (UCSB) is requesting firm qualifications for the preparation of an Initial Study and a “Tiered” Environmental Impact Report (EIR) for the proposed San Joaquin Apartments and Precinct Improvements project, located on the Santa Catalina (formerly Francisco Torres) site at the corner of Storke and El Colegio Roads in the County of Santa Barbara.

The campus is proposing to add approximately 1,000 - 1,200 student beds to Santa Catalina Student Housing, a maximum 600-space parking garage, up to 1,500 square feet of neighborhood commercial uses, and a dining commons to accommodate up to 2,500 total students, assorted meeting and study rooms, additional recreational amenities, and other ancillary uses.

The existing buildings would remain and portions may be reconfigured for other uses (e.g., the existing dining commons would be refurbished for meeting space, recreation or other uses). The existing bike parking area would be split up and redistributed around the site; construction will be on the existing surface parking lot and other portions of the site and a peripheral road may be constructed to take bicycle and limited car traffic off the El Colegio/Storke intersection.

Recent fault studies have been performed on the site (Fugro Inc. 2011) and will be available to the selected consultant. The property to the east of this site contains some sensitive biological resources and a wetland delineation was performed in June 2011 (Rincon Consultants 2011). This study will be available to the selected consultant.

Traffic consultants Fehr and Peers are currently under contract to perform traffic analysis for site planning purposes. It is anticipated the selected consultant will subcontract Fehr and Peers for further traffic and transportation analysis used in the EIR.

The Storke Ranch residential neighborhood lies immediately north of and adjacent to the project site, UCSB West Campus Apartments are to the west, and Isla Vista Elementary school is to the south. Local Government (City of Goleta and County of Santa Barbara) and Community interest in this project is extremely high. Specific focus on traffic, light, noise and visual impacts are required.

The San Joaquin Apartment and Precinct development is proposed in the University’s 2010 Long Range Development Plan (LRDP). The LRDP was certified by the UC Regents in 2010, however, it is still under review at the California Coastal Commission.

The Santa Catalina site currently houses 1,325 students in two residential towers, as well as provides dining commons, meeting and study rooms, a workout center, 700 parking spaces, bike parking and other amenities. The 2010 UCSB LRDP Environmental Impact Report (EIR) studied 600 additional beds on this site, with requisite additional amenities, but the campus has since identified an additional need for housing on this site. Many of the impacts from future housing on this site were

University of California, Santa Barbara
San Joaquin Housing Environmental Impact Report
Request for Proposals No. 986470

identified in the 2010 LRDP EIR, but project-specific environmental review is necessary to thoroughly identify the additional incremental impacts of up to 600 additional beds (in addition to the already-proposed 600), as well as project-specific impacts. An LRDP Amendment will be required with this project.

The selected consultant will conduct environmental review and analysis for the San Joaquin Apartment and Precinct Improvement Project and LRDP Amendment. This includes preparation of an Initial Study, Notice of Preparation, conducting a Scoping and Public Hearing, and a “tiered” EIR.

Instructions for Application Submittal

Consultants with qualifications that include experience on projects similar in scale and scope are encouraged to respond. A copy of the Statement of Qualifications (SOQ) form will be available for download on our home page: <http://facilities.ucsb.edu/contracts/proposals/> click on ‘Requests For Proposals’ and download the project documents or contact **Sean Parker**, Project Analyst, at sean.parker@dcs.ucsb.edu or (805) 893-2661 x2201 for assistance.

For information regarding the proposed project and scope of work contact **Shari Hammond** at shari.hammond@planning.ucsb.edu.

Affirmative Action Statement

Each candidate firm will be required to show evidence of its equal employment opportunity policy. Every effort will be made to ensure that all persons shall have equal access to contracts and other business opportunities with the University, regardless of: race; color; religion; sex; age; ancestry; national origin; sexual orientation; physical or mental disability; veteran's status; medical condition; genetic information; marital status; gender identity; pregnancy; service in the uniformed services; or citizenship within the limits imposed by law or University's policy.

SCOPE OF SERVICES

PROJECT DESCRIPTION:

The University of California, Santa Barbara (UCSB) is requesting firm qualifications for the preparation of an Initial Study and a “Tiered” Environmental Impact Report (EIR) for the proposed San Joaquin Apartments and Precinct Improvements project, located on the Santa Catalina (formerly Francisco Torres) site at the corner of Storke and El Colegio Roads in the County of Santa Barbara.

The campus is proposing to add approximately 1,000 - 1,200 student beds to Santa Catalina Student Housing, a maximum 600-space parking garage, up to 1,500 square feet of neighborhood commercial uses, and a dining commons to accommodate up to 2,500 total students, assorted meeting and study rooms, additional recreational amenities, and other ancillary uses.

The existing buildings would remain and portions may be reconfigured for other uses (e.g., the existing dining commons would be refurbished for meeting space, recreation or other uses). The existing bike parking area would be split up and redistributed around the site; construction will be on the existing surface parking lot and other portions of the site and a peripheral road may be constructed to take bicycle and limited car traffic off the El Colegio/Storke intersection.

Recent fault studies have been performed on the site (Fugro Inc. 2011) and will be available to the consultant.

The property to the east of this site contains some sensitive biological resources and a wetland delineation was performed in June 2011 (Rincon Consultants 2011). This study will be available to the consultant.

Traffic consultants Fehr and Peers are currently under contract to perform traffic analysis for site planning purposes. It is anticipated the consultant will subcontract Fehr and Peers for further traffic and transportation analysis used in the EIR.

The Storke Ranch residential neighborhood lies immediately north of and adjacent to the project site, UCSB West Campus Apartments are to the west, and Isla Vista Elementary school is to the south. Local Government (City of Goleta and County of Santa Barbara) and Community interest in this project is extremely high. Specific focus on traffic, light, noise and visual impacts are required.

The San Joaquin Apartment and Precinct development is proposed in the University’s 2010 Long Range Development Plan (LRDP). The LRDP was certified by the UC Regents in 2010, however is still under review at the Coastal Commission.

The Santa Catalina site currently houses 1,325 students in two residential towers, as well as provides dining commons, meeting and study rooms, a workout center, 700 parking spaces, bike parking and other amenities. The 2010 UCSB LRDP Environmental Impact Report (EIR) studied 600 additional beds on this site, with requisite additional amenities, but the campus has since identified an additional need for housing on this site. Many of the impacts from future housing on this site were identified in the 2010 LRDP EIR, but project-specific environmental review is necessary to thoroughly identify the additional incremental impacts of up to 600 additional beds (in addition to the already-proposed 600), as well as project-specific impacts. An LRDP Amendment will be required with this project.

PROJECT SERVICES:

The consultant will conduct environmental review and analysis for the San Joaquin Apartment and Precinct Improvement Project and LRDP Amendment. This includes preparation of an Initial Study, Notice of Preparation, conducting a Scoping and Public Hearing, and a “tiered” EIR.

The following consultant services are necessary to support the proposed project.

Task A: CEQA Coordination

Subtask 1: Lead Agency Coordination. The consultant will coordinate with the UCSB Office of Campus Planning and Design and Design and Construction Services during an initial orientation meeting and site visit at UCSB. The goal of the meeting is to arrange project and site area data gathering, identify information gaps, and confirm key milestones in the project schedule. The meeting will also convey the overall environmental review strategy and future collaborations during the CEQA process.

The consultant will use the Final EIR for the 2010 LRDP (March 2008) and other previously acquired data, when applicable. The Final EIR and 2010 LRDP are available at <http://lrdp.id.ucsb.edu/>. During the initial coordination meeting(s) and site visit, the consultant will update all data necessary to describe the proposed project and existing conditions accurately and completely for CEQA review.

Subtask 2: Prepare Project Description of the Proposed Project and Project Alternatives. The consultant will use UCSB-approved conceptual design and site layout data to describe the proposed project to be analyzed in the IS/EIR.

The consultant will also draft a project description for alternative actions under consideration by the UCSB project planning team. Alternative actions may include substantive design change options, or the later phasing of certain project components within the project design.

The description will include conditions that may impinge upon an analysis of review topics in accordance with the LRDP EIR and Appendix G of the CEQA Guidelines and the UC CEQA Handbook <http://budget.ucop.edu/pep/ceqacomp/CEQA-Handbook/>.

The consultant will include all CEQA-mandated considerations and UCSB CEQA policies, such as growth inducing effects and variance from the UCSB LRDP.

Task B: CEQA Research and Draft Documents

Subtask 1: Data Collection and Review. The consultant will collect key information from a variety of sources, including meeting attendees, inquiries with UCSB campus representatives, prior UCSB-area studies and databases, and various regulatory and natural resource agencies. The consultant will also receive and use information requested during Task A, which may include programming and design specifications, floor elevations, student and staff occupancy estimates, and parking and traffic circulation requirements, including bus waiting areas and bicycle traffic routes.

**University of California, Santa Barbara
San Joaquin Housing Environmental Impact Report
Request for Proposals No. 986470**

Other local development projects and recent demographic data available from UCSB and US census tract sources will be collected and reviewed for assessment of socioeconomic, cumulative and other effects. Existing studies applicable to project-related traffic, existing utilities, traffic, and cultural and biological resources will be obtained and reviewed for use or further study.

Subtask 3: Prepare and Submit Administrative Draft IS. The consultant will prepare a brief description of the existing environment and each environmental issue area included in LRDP EIR the CEQA Appendix G Checklist relevant to the proposed project. The potential for the project to result in significant environmental impacts will be evaluated in response to the checklist questions.

Based on definitions established under current CEQA statutes and guidelines, the significance of each impact will be determined. Individual, cumulative and growth inducing environmental impacts will also be analyzed, and measures identified whenever possible to ensure impacts are less than significant.

The consultant will prepare and submit to the UCSB Office of Campus Planning and Design a reproducible pdf file and up to ten (10) printed copies of a Preliminary Draft IS for internal review and comment by the project team. Approximately twenty (20) working days have been scheduled to complete Subtask 2 and 3.

UCSB will review and comment on the Administrative Draft IS. The approved changes to this document will be included in the Draft document prepared under Subtask 4 and made available for public review and comment. Approximately ten (10) working days have been scheduled for internal review by UCSB and its project support team.

Subtask 4: Prepare and Submit Final IS and Notice of Preparation. The consultant will revise the Administrative Draft IS in response to comments from UCSB. The consultant will prepare the Notice of Preparation (NOP). Upon UCSB approval and authorization, the consultant will prepare a pdf file, twenty (20) CD copies, and ten (10) hard copies. The consultant will submit the IS/NOP to the State Clearinghouse and distribute to local government agencies, community groups, three local libraries, and interested persons. The IS/NOP shall be made available to the public for at least thirty (30) days. UCSB will provide the consultant with a mailing list. Public comments will be mailed to the Office of Campus Planning and Design. Approximately ten (10) working days have been scheduled to prepare the Final IS/NOP and begin the public review period.

Subtask 5: Scoping Meeting. A Scoping Meeting will be held approximately two weeks into the 30-day IS/NOP review period. The consultant will assist UCSB in preparing presentation materials and will present preliminary environmental analysis to the public at the meeting. UCSB will coordinate location and timing of the Meeting.

TASK C: Preparation of the EIR

Subtask 1: Preparation of Administrative Draft EIR. Preparation of the Draft EIR will commence during Subtasks D. 3 and 4. Following the NOP comment period UCSB will forward all public comments received to the consultant. The consultant will collect and organize public comments and integrate responses to the comments into the Administrative Draft EIR.

University of California, Santa Barbara
San Joaquin Housing Environmental Impact Report
Request for Proposals No. 986470

This task includes the technical analysis for issue areas to be addressed in the EIR. The EIR will be tiered off the LRDP EIR to the fullest extent possible. Anticipated focused issue areas for this EIR include but may not be limited to, visual resource and aesthetics, biological resources (wetland buffers and adjacent wetland areas), geology (seismic), land use (LRDP consistency), and traffic and circulation. Thresholds for environmental impacts will be from the LRDP EIR. Approximately 50 working days (10 weeks) have been scheduled for the preparation of the Administrative Draft EIR.

The consultant will submit one (1) pdf reproducible and five (5) hard copies for review by UCSB. Approximately ten (10) working days have been scheduled for UCSB review and comment on the Administrative Draft EIR.

Subtask 2: Preparation of Public Draft EIR. Based on the comments received on the Administrative Draft EIR, the consultant will prepare one pdf and five (5) hard copies of a “screen check” version of the Draft EIR for UCSB review. Following any final revisions the consultant will prepare the Draft EIR for public release. The consultant will prepare a pdf file, create fifteen (15) CD copies and prepare an accompanying Executive Summary and Notice of Completion (for State Clearinghouse submittal), and publish and distribute up to thirty (30) printed copies of the Draft EIR. The Draft EIR will be made available to the public for forty-five (45) days and be distributed to members of the public and government agencies indicating an interest. UCSB will provide the consultant with a mailing list.

Subtask 3: Public Hearing. A Public Hearing will be held approximately four (4) weeks into the 45-day Draft EIR review period. As with the Scoping Meeting, the consultant will assist UCSB in preparing presentation materials and will attend the Hearing to present environmental analysis to the public at the meeting. UCSB will coordinate the location and timing of the Hearing.

Subtask 4: Preparation of Administrative Final EIR. Following the close of the public comment period UCSB will forward all public comments received to the consultant. The consultant will collect and organize public comments and integrate responses to the comments into the Administrative Final EIR. The consultant will coordinate with UCSB project planners to prepare responses to comments. The consultant will prepare one (1) pdf copy and five (5) hard copies of the Administrative Draft EIR and submit to UCSB Office of Campus Planning and Design.

The consultant will prepare a Mitigation Monitoring Report to include in the Final EIR.

Subtask 5: Preparation of Final EIR. The consultant will prepare a Final EIR that incorporates all comments received on the Administrative Final EIR. The Final EIR will be modified as necessary to respond to any remaining internal comments received on the Administrative Final EIR, with the comment letters and accompanying responses.

The consultant will prepare one (1) pdf copy and five (5) hard copies of the Final EIR. Additional preparation of CD and hard copies will be required to mail the Final EIR to commenting agencies and members of the public.

UCSB will be responsible for preparation of the Notice of Determination for filing with the State Clearinghouse and payment of required filing fees with the California Department of Fish and Game. UCSB will be responsible for the preparation of Findings and other documents for UC approval package.



SERVICES PROVIDED BY UCSB:

1. Topographic map including below-grade utilities. Critical information contained in these documents will be verified by the campus when requested by the Environmental Consultant
2. Coastal Commission approval.
3. Transportation and Parking Analysis specifically for site design purposes.
4. Previous fault survey for the selected site.
5. Previous wetland delineation and other planning constraints specific to the site.

PROJECT LOCATION:



PROJECT SCHEDULE:

RFP Advertisement/Release Date	February 10, 2012
RFPs Due at UCSB by 12:00 p.m.	February 24, 2012
Selection Committee Evaluation	March 1, 2012
Successful Candidate Notified	March 8, 2012
<i>The anticipated schedule is tentative. The exact dates will be set forth in a formal Notification letter and directed to the selected Consultant.</i>	
Fee Negotiations Completed	March 30, 2012
Contract Award	March 30, 2012
NOP Public Review (anticipated)	May 28 – June 26, 2012
Complete Draft EIR	September 7, 2012
Draft EIR Public Review (anticipated)	September 10 – October 24, 2012
Complete Final EIR	November 21, 2012



INSTRUCTIONS TO APPLICANTS:

1. Respond concisely to the Selection Criteria and complete the enclosed Statement of Qualifications Form. A list of projects of similar scope, complexity, and cost will be essential to a successful application. The Request for Proposal must be signed by a responsible member of the firm applying for the project.
2. Include supplementary information along with supporting qualifications in 8½” x 11” format. Organization and brevity will be appreciated. Work submitted as an example of the team’s qualifications will be considered only to the extent it is similar to the proposed project. Additional information may be submitted demonstrating professional experience on university campuses. Identify the team and consultants for all projects listed as examples of your firm’s work. Provide information on proposed staff and consultants for this project and an organization chart. Provide a list of previous projects the proposed team has participated in together.
3. **IN A SEPARATE, SEALED ENVELOPE**, provide a detailed cost estimate by each task (Tasks A through C) and subtasks described in the Scope of Services, including emphasis on staff hours for analysis of each environmental issue area and a copy of the current billing rate schedule for your firm and for all proposed consultants.
4. Your Proposal shall also address the following:
 - a. Professional Services Agreement – Note any exceptions to the enclosed Agreement that would prevent your firm from executing the Agreement. The University cannot accept any request to include language to limit liability with regards to insurance and/or modify the indemnification clauses. Proposal submittals shall include a separate letter affirming the intent of the proposer’s acceptance of terms and conditions contained in the Agreement (see enclosed Agreement).
 - b. Provide a List of Proposed Subconsultants.
 - c. Certificate of Insurance – Note any exception to the Certificate requirements and provisions that would prevent your firm from executing an Agreement. Proposal submittals shall include a separate letter affirming the intent of the proposer’s acceptance of terms and conditions contained in the Certificate of Insurance (see enclosed certificate). Minimum Insurance limits are as follows:

General Liability: Comprehensive or Commercial Form	Amount
Each Occurrence	\$1,000,000
Products/Completed Operations Aggregate	\$1,000,000

**University of California, Santa Barbara
San Joaquin Housing Environmental Impact Report
Request for Proposals No. 986470**

Personal and Advertising Injury	\$1,000,000
General Aggregate	\$2,000,000
Business Automobile Liability	Amount
Each Occurrence	\$1,000,000
Workers' Compensation	As required under California State Law
Professional Liability	Amount
Each Occurrence	\$1,000,000
Project Aggregate	\$2,000,000

- d. Malpractice Claims – List malpractice claims adjudicated within the last five (5) years or currently pending. Identify the projects with appropriate specificity and detail. List any lawsuits pending with the Regents of the University of California. List past lawsuits with the Regents of the University of California and indicate if a settlement was paid to the University. List all current and past UC projects undertaken by your firm, name of UC project manager and telephone number.
 - e. Individual Experience – Submit resumes of the proposed responsible Partner, Project Manager, and technical staff or consultants, focusing on the preparation of CEQA documents of relative size and complexity (not the collective corporate experience of the firm).
 - f. Work Location – Identify any portions of the consultant's scope of work that will be performed outside of the office responding to the RFP and the individuals responsible for that work. If subcontractors are involved, explain their role and the planned division of responsibilities.
5. Return to: Sean Parker
Project Analyst
Facilities Management, Building 370
Design and Construction Services
University of California
Santa Barbara, CA 93106-1030
 6. Each Proposer must submit three (3) copies of all material bound into separate documents.
 7. Due Date: February 24, 2012 no later than 12:00 p.m.
 8. Consultant teams with qualifications considered appropriate by the Screening Committee may, at its sole discretion, be asked to interview with the Selection Committee.



Selection Criteria

1. ***Program Experience/Responsiveness.*** Previous experience demonstrating success in completing similar projects in preparing CEQA documents.
2. ***Production Capability/Capacity.*** Evidence of ability to expedite the work as required meeting the University's schedule.
3. ***Coordination and Supervision.*** Evidence of the ability to provide experienced staff and timely support during the work.
4. ***Proximity.*** Proximity to the project location and/or willingness to travel to campus as needed. Also evidence of ability to electronically access and manipulate campus maps and documents to obtain necessary information.
5. ***Client Relationships.*** Recognition of the consultative processes associated with work on a University Campus.
6. ***Equal Opportunity.*** The commitment of the University to equal opportunity applies to the selection of design professionals.



Privacy Notification

The state of California Information Practices Act of 1977 requires the University to provide the following information to individuals who are asked to supply information about themselves:

The principal purpose for requesting the information on this form is for use in the selection process for Design Professionals commissioned by the University. University Policy authorizes maintenance of this information.

Furnishing all information requested on this form is mandatory - failure to provide such information will delay or may even prevent completion of the action for which the form is being filled out. Information furnished on this form will be used by the Office of Design & Construction, Facilities Management, University of California at Santa Barbara in consideration of commissions to Design Professionals.

Individuals have the right to access to this record as it pertains to themselves.

The official responsible for maintaining the information contained on this form:

Contracting Services
Office of Design & Construction Services and
Physical Facilities
University of California, Santa Barbara
Building 439
Santa Barbara, California 93106-1030