

UNIVERSITY OF CALIFORNIA, RIVERSIDE
REQUEST FOR PROPOSALS

**CONSULTANT FOR A SUPPLEMENTAL OR SUBSEQUENT ENVIRONMENTAL
IMPACT REPORT TO THE 2005 UCR LONG RANGE DEVELOPMENT PLAN
ENVIRONMENTAL IMPACT REPORT**

Introduction

The University of California, Riverside (UCR) requests proposals from qualified consultants to analyze potential environmental effects of a proposed LRDP amendment by preparing an appropriate written analysis under the California Environmental Quality Act (CEQA). UCR anticipates that the appropriate CEQA analysis for the proposed LRDP Amendment is either a Supplemental or Subsequent Environmental Impact Report (SEIR) to the 2005 LRDP EIR. The SEIR shall be in compliance with CEQA and the University of California CEQA Guidelines.

Proposed amendments to the LRDP land use map are: change the 40 acre Campus Reserve (agricultural teaching and research fields) to the anticipated School of Medicine (SOM); relocate several future parking structure sites adjacent to/within the West Campus Academic Core; and change the configuration of the major open space element on the West Campus from "The Grove" to the "Gage Canal Mall" as shown in the 2008 Campus Aggregate Master Planning Study. The SEIR would analyze the potential environmental effects of these amendments to the 2005 LRDP land use map.

Background

The 1,121-acre UCR campus is located three miles east of downtown Riverside and is bisected by the I-215/SR 60 freeway. The East Campus (576 acres east of the freeway) includes the East Campus Academic Core and almost all of the existing campus facilities. The West Campus (610 acres west of the freeway) is predominantly in agriculture teaching and research fields and support facilities. A large parking lot (30), office buildings (Highlander Hall and Human Resources), the University Extension (UNEX) facility and International Student Housing are also located on the West Campus.

UCR is currently experiencing a moderate growth cycle with a current student enrollment of approximately 18,000 headcount (hc) that is expected, at this time, to increase to an estimated 22,000 (hc) by 2015-16. The 2005 LRDP planning assumptions modeled growth to 25,000 (hc) by 2015-16 and included the proposed 400 students and subsequent staff and faculty increases required by the SOM but will now be located in the 40 acre reserve.

Proposed Project

The selected environmental consultant will be required to produce documentation in written, graphic and digital format for an amendment to the program level 2005 LRDP EIR. The consultant will assist the campus from the planning process through certification of the EIR by the University of California Board of Regents. Committee participation, open forums, and the public review process will inform and validate the document and comply with CEQA requirements. The amendment to the EIR will identify potential impacts to the environment based on the following land use changes: (1) the existing Campus Reserve to the School of

Medicine (SOM) land use; (2) change configuration of “The Grove” open space to the “Gage Canal Mall”; (3) and potential impacts from the relocation of several future parking structure sites adjacent to the West Campus Academic Core. Studies required for the preparation of the EIR such as a traffic study to identify traffic impacts due to the land use changes will be the responsibility of the EIR consultant.

Scope of Required Services

The EIR consultant will be expected to provide the services identified below for completing and processing of all environmental documents. The amendment to the LRDP shall be structured to enable the campus to prepare tiered project-specific CEQA documents which compare the new land use and changes to the existing land use.

The University expects the amendment to the LRDP to evaluate through the year 2015 to permit tiering of subsequent projects in accordance with CEQA. The amendment to the LRDP will propose areas for development and types of development rather than specific projects. UCR expects the environmental consultant to complete all necessary documentation to allow adoption of the amended LRDP and certification of the SEIR by the Regents in the winter or spring of 2009-10.

1. **Program Definition/Data Collection** – The campus will develop the project description and the consultant will prepare the scope of the SEIR using the 2005 LRDP and EIR; existing data; surveys; interviews; program documents; the updated traffic and other applicable special studies and sources to obtain necessary information.
2. **Initial Study and Notice of Preparation (NOP)** – To be drafted by consultant for review by the Project Management Team (PMT). The University will prepare and file the NOP.
3. **Administrative Draft SEIR (ADSEIR)** – The consultant will prepare an ADSEIR for review by the Project Management Team (PMT), the University of California Office of the President (UCOP) – Planning, Design and Construction, and the UCOP - General Counsel. The campus will compile all the internal review comments and responses to the ADSEIR to provide a single set of revisions to the consultant for the DSEIR. The ADSEIR will include, but not be limited to, the following elements:
 - Executive Summary – Project Description
 - Introduction
 - Summary of Impacts and Mitigation Measures
 - Environmental Setting, Thresholds of Significance, Impacts, Mitigation Measures (Cumulative analysis would be a sub-section of each topic area and would include short-term construction related impacts as well as take into consideration cumulative conditions proposed under the LRDP amendment and local conditions as appropriate.)
 - Climate Change Analysis for the entire campus (this was not part of the 2005 EIR)
 - Potential Health Risk Assessment for West Campus area not included in 2005 LRDP EIR
 - Alternatives to the Proposed Project
 - Mandatory CEQA Sections
 - Report Preparation
 - Bibliography
 - Appendices

- Mitigation Monitoring and Reporting Program (DSEIR only)
4. **Notice of Completion (NOC)** – The University will prepare the Notice of Completion, prepare public information notices and handle distribution of the SDEIR for public review.
 5. **Administrative Draft (AD) SEIR and Final (F) SEIR** - The consultant will prepare an Administrative Draft of the SEIR for review by the PMT, UCOP Planning, Design and Construction, and UCOP General Counsel. The consultant will then prepare the Draft SEIR for public review. After the public review period, the consultant will prepare an Administrative Draft of the Final EIR (ADFEIR) comprised of draft responses to public comments on the DSEIR, and changes to the Draft SEIR. The campus will compile all the internal review comments and responses to the DSEIR to provide a single set of revisions to the consultant for the FSEIR. The FSEIR shall enable the campus to use the document to assist in the preparation of future tiered project-specific CEQA documents for the campus.
 6. **Mitigation Monitoring and Reporting Program** - The consultant will prepare a Mitigation Monitoring and Reporting Program for the EIR. Mitigation Measures and the Monitoring Program need to reflect the appropriate scale and phase of the impacts and should be incorporated into the 2005 Mitigation Measures (MM) to create a single set of MM and one Monitoring Report. Some mitigations will be implemented at the time individual projects are underway, while other impacts will require campus wide mitigations that are continually implemented. The University will work with the consultant to devise a workable organization system for mitigations, monitoring and reporting.
 7. **Findings** - The campus will prepare draft Findings for the SEIR for review by UCOP General Counsel.
 8. **Notice of Determination (NOD)** – The NOD will be prepared and filed by the UCOP Planning, Design and Construction.

Available Documents

The following documents are available for review on the web through the Academic Planning and Budget website: http://www.apb.ucr.edu/cap_plan.

2005 LRDP
 2005 LRDP Environmental Impact Report
 2007 Campus Design Guidelines
 2004 Multi-Modal Transportation Management Strategy
 2008 Strategic Plan for Housing
 2008 CAMPS (Campus Aggregate Master Planning Study)
 2008 WCIDS (West Campus Infrastructure Development Study)

Planning Team and Process

The consultant team should include appropriate individuals and sub-consultants with demonstrated experience in completing CEQA analysis and documentation for projects similar in size and scope to the Amendment to the 2005 LRDP EIR. The consultant's proposal should include a description of the recommended approach to developing the SEIR consistent with UCR's planning structure and other aforementioned campus planning documents.

An LRDP Working Committee will be appointed and will be responsible for the day-to-day amendment process with the EIR consultant and the UCR Project Management Team (PMT). The LRDP and the EIR planning process will require interactive meetings, planning charettes, open forums, workshops and presentations. The EIR team will meet with the LRDP consultant team and the UCR PMT and participate in additional meetings when appropriate. The EIR consultant will be responsible for participating in a public scoping meeting to allow the community to identify issues that should be addressed in the environmental documents. University staff will schedule the meetings but the LRDP consultant and the EIR consultant will be responsible for a major part of the presentation. The consultant would also be required to participate in potentially two public hearings for the document during the public review period.

The proposal submitted by prospective consultant teams should anticipate a minimum start-up period of one to two weeks for orientation meetings the UCR PMT prior to the beginning of the formal start of the SEIR. The LRDP consultant will participate in the start up meetings with the EIR consultant and the two processes will be run simultaneously with common meetings when appropriate.

During the course of the process the EIR consultants will be responsible for producing all EIR related meeting minutes and associated handouts in an electronic format consistent with UCR/Academic Planning and Budget standards for review and distribution by the UCR PMT.

Deliverables

Ten copies of the ADSEIR will be required for review by November 2009. The DSEIR must be submitted one month after the ADSEIR. One camera-ready copy and an electronic copy of the draft will be provided to UCR. All electronic documentation must be consistent with UCR/APB standards. The FSEIR and the Mitigation Monitoring and Reporting Program shall be submitted by February 2010 as one camera-ready copy and an electronic copy for UCR Capital Program Advisory Committee review and an anticipated May 2010 University of California Board of Regents review.

Qualifications

Prospective consultants should assemble an EIR team that has the following qualifications:

1. **CEQA Experience** - Outstanding credentials in preparing CEQA analysis and documentation for projects similar in size and scope to the LRDP;
2. **UC or Large Campus Environmental Experience** - Significant experience in the preparation of EIRs for University of California or other large college or university campuses in the State of California;
3. **Deliverability** - Members who have demonstrated the ability to accomplish complicated tasks in a timely manner and an ability to work successfully with appropriate state and local government agencies.
4. **Focused Experience** - Expertise and experience in: detailed traffic, circulation and parking analysis; campus climate action plans; health risk assessments; visual analysis; interface with institutional clients, program committees, and community groups; demonstrated effective creative and successful approach to client service on complicated projects.
5. **Project Management** - Evidence and references for ability to provide efficient and comprehensive project management in such areas as: communication

including within the public forum; strategic planning; decision making and prompt resolution of difficulties; response to technical direction as well as technical supervision and budget.

Highest consideration will be given to EIR consultants with demonstrated understanding of campus Long Range Development Plans and their environmental documents. In addition the following attributes will be considered: project processing methodologies, preparation of Supplemental or Subsequent or similar documents to a program EIR for future tiering, data gathering, analytical methodologies, familiarity with the University process, and responsiveness to the needs of the UCR campus.

Proposed Format

The LRDP Update EIR proposals should be concise and contain the following sections in order as shown:

1. **Introduction** – Describe philosophy of firm and areas in which firm excels. Describe what is unique about the firm and its goals and objectives.
2. **Approach** – Describe specific techniques to be employed in the preparation of the environmental documentation. Outline anticipated work plan and schedule. Describe how your team will work with the UCR PMT, the LRDP consultant, staff, faculty, students and community groups.
3. **Statement of Qualifications/Team Description and Relevant Professional Experience** – Provide names and educational background of each team member, including sub consultants, if applicable. Describe experience, certification (if applicable), and proposed role for each team member.
4. **Project Experience** – List relevant projects and date completed in which team members were involved. Indicate whether project was done by the firm or by team member when employed in another firm and their role with the project.
5. **References** – Provide names, addresses, and telephone numbers of previous clients who can evaluate completed work.
6. **Illustrative Materials** – Provide a limited representation of report graphics and page setups.

Fee Proposal

Provide one copy of the total fee proposal with supporting details in a separate, clearly identified envelope. Estimates should be provided for time and work effort required, hourly billing rates, and estimated reimbursables (e.g., printing and copying expenses) not covered by fees.

Selection Process

All proposals will be examined for merit and ranked by a screening committee according to quality and responsiveness to the RFP. The top proposals will be placed on a short list of finalists and will be called for interviews. Team members giving the presentation shall consist of those who will actually direct and complete the SEIR. Upon completion of the interviews, fee

proposals will be evaluated. The firm selected as first choice will be notified and asked to negotiate final terms of the contract with the Associate Vice Chancellor, Capital & Physical Planning. Authorization to proceed with the project will occur thereafter.

Schedule for Firm Selection

- | | |
|-----------------------|------------------------|
| • Announcement of RPF | March 16, 2009 |
| • Proposals Due | April 17, 2009 |
| • Shortlist | Week of April 27, 2009 |
| • Interview | Week of May 4, 2009 |
| • Final Selection | May 11, 2009 |

Submittal Instructions

Ten copies of the proposal materials shall be submitted to the Office of Academic Planning and Budget/Capital and Physical Planning, University of California, Riverside by 5:00 PM on Friday April 17, 2009 or they will be rejected. Submit proposals as follows:

By Mail or Delivery: Ms. Juanita W. Bullock RLA, ASLA, AICP
3637 Canyon Crest Dr.
Bannockburn Suite F-101
Riverside, CA 92507

Questions regarding this RFP may be directed to Nita Bullock, Campus Physical Planner, University of California, Riverside, at (951) 827-7376. Fax number is (951) 827-2402 and e-mail is nita.bullock@ucr.edu.