

Request for Qualifications and Proposals for Consulting Services for
Environmental Review, Document Preparation, and Associated Procedural Tasks
Pursuant to the National Environmental Policy Act (NEPA) and
the California Environmental Quality Act (CEQA) for
Site Planning and Remediation at the Former Almaden Air Force Station at
Mount Umunhum, Santa Clara County, California

24 May 2010

Invitation

The Midpeninsula Regional Open Space District is pleased to announce the opportunity to provide consulting services for preparation of environmental review documents and associated procedural tasks pursuant to NEPA and CEQA in support of public access site planning, landscape restoration, and remediation at the former Almaden Air Force Station (AFS) at the summit of Mount Umunhum in Santa Clara County. The purpose of this Request for Qualifications and Proposals (RFQP) is to solicit well-qualified firms to work with the District to develop environmental documents and provide procedural support for planning and remediation efforts at the site. For this RFQP, firms are asked to outline and submit a list of tasks required to complete both federal and state environmental processes within an accelerated timeline.

About the Midpeninsula Regional Open Space District

The Midpeninsula Regional Open Space District (District), located on the San Francisco Peninsula, owns and manages approximately 58,000 acres of land in 27 open space preserves ranging in size from 55 to more than 17,000 acres. The District's purpose is to acquire, permanently protect, and restore lands forming a regional open space greenbelt.

The preserves are generally kept in a natural condition in order to protect their ecological integrity and habitat, and are developed with only those amenities needed for low-intensity recreation, such as signed trails for hiking, bicycling, and equestrian use, restrooms, gravel parking areas, and an occasional bench or picnic table. The preserves are open to the public year round and contain many diverse ecosystems including redwood, oak, and fir forests, chaparral-covered hillsides, riparian corridors, grasslands, and shore frontage along San Francisco Bay. Find out more about the District at <http://www.openspace.org>.

Project Location

The project site is located within the District's Sierra Azul Open Space Preserve near the town of Los Gatos, CA, surrounding and including the peaks of Mount Thayer and Mount Umunhum (see Attachment A, Project Location Map).

Relevant Project History

In 1986, the District acquired the former Almaden Air Force Station and all of its remaining facilities on Mount Umunhum and Mount Thayer with the intent to restore the area to a natural condition and provide public access. At 3,486 feet elevation, Mount Umunhum is the second tallest peak in the Santa Cruz Mountains and offers spectacular panoramic vistas from Monterey Bay to San Francisco and beyond. As part of the purchase, the federal government agreed to clean up all containerized, surface, and above-ground toxic substances.

After the District took ownership of the property, the US Army Corps of Engineers began to investigate suspected contaminants and removed a number of under- and above-ground fuel tanks and electrical transformers as a part of the agreed-upon cleanup process performed under the Formerly Used Defense Sites (FUDS) program. Unfortunately, contaminated soils remain on the site, likely resulting from building deterioration over the length of time required to complete actions under the FUDS program. As a result, the District has been prevented from opening the area to the public pending completion of remediation.

For several years, the District has worked with community, state, and congressional leaders to obtain federal funding to address those major remediation tasks that are beyond the scope of the FUDS program. In December 2009, Congress appropriated \$3.2 million for the cleanup of Mount Umunhum. A portion of these funds are designated for a current and separate project to remove hazardous materials (lead-based paint and asbestos-containing materials) from approximately 30 buildings plus 15 additional structures; this work is scheduled to begin in fall 2010. Find out more at http://www.openspace.org/plans_projects/mt_umunhum.asp.

The Project

A team of qualified environmental consultants are needed to assist the District with the preparation of CEQA/NEPA environmental documents that will assess a proposed site restoration and public access plan for Mt. Umunhum and Mt. Thayer. This plan will be subject to a public participation process that begins in June 2010. The planning process will determine which, if any, of the remaining structures will be retained and reused, versus which will be demolished. Alternatives arising from the public planning process are expected to range from demolishing all structures and leaving trail-only access to the top, to remediating and improving multiple structures at the summit accessed by a paved, five-mile long existing road known as Mt. Umunhum Road. Therefore, environmental review will include evaluation of the range of project alternatives. Consultation with any responsible, trustee, or federal funding agency should also be included in the proposal.

The accelerated project timeline is driven by the federal appropriations obligation deadline of September 30, 2011. Firms should be prepared to begin work developing avoidance and minimization practices to be incorporated into project design immediately following Award of Contract at the end of June 2010. The District, with support from its consultants, will develop project alternatives by November 2010 and select a project description by February 2011. The environmental review process shall be initiated at that time, and should be complete by September 2011 (see table below for timeline). This will include identification of which structures are to remain or be demolished, and how the public will access the site. Once the remediation, structure demolition, site planning, and environmental review is completed, the District will implement site improvements and opening the area to public recreational use.

Project Timeline

Target Date	Key Milestone
2010 August	First public workshop to present range of options for restoration and re-use of the site
2010 November	- Second public workshop and scoping meeting - Presentation of the preferred project alternative
2010 December 31	- Public release of draft site plan - Submittal of Administrative Draft NEPA/CEQA document
2011 February	First public hearing for Board tentative approval of the site plan and project description
2011 March	File Notice of Preparation
2011 April	Public Release of NEPA/CEQA document
2011 September	Final CEQA/NEPA document (anticipated)

Existing Information

A substantial amount of information already exists to support this project. In addition to the ongoing remediation project to remove hazardous materials, the District is in the final phases of establishing a Master Plan for the Sierra Azul/Bear Creek Redwoods (SA/BCR) Open Space Preserves, which includes the area occupied by the former Almaden AFS at Mt. Umunhum.

The Planning Department developed a full-color brochure (see Attachment B, Mt. Um Media Brochure), to provide background information to the media. Copies of other existing reports and data will be provided in electronic format at the pre-proposal conference, including:

Title/Description	Author/Source	Year
Archaeological Survey Report	Jones & Stokes Assoc, Inc.	1994
Mt. Um Facilities Inventory and Evaluation	Gould Architects, Boley Consulting Engineers, Salas O'Brien Engineers, Inc	1994
Vegetation plant communities map	Aerial Information Systems	2000
Natural History Explorations	Eric Remington	2000
Geologic Resource Assessment	Nolan Associates	2001
Resource Inventory and Interim Resource Management Plan	Biotic Resources Group, Dana Bland & Assoc, Swanson Hydrology, Nolan Assoc	2001
LiDAR data, 5-foot pixels	Santa Clara County	2006
Focused rare plant surveys (area surrounding but excluding Almaden AFS)	EcoSystems West Consulting Group	2008
SA/BCR Administrative Draft Master Plan EIR	MROSD	2009
Historic Resource Study (Draft)	Page & Turnbull, Inc.	2010
Geologic investigation at radar tower	Joyce Assoc	2010
Structural condition assessment of 3 buildings	Jax Kneppers Assoc, Inc.	2010
Focused rare plant surveys (Almaden AFS)	MROSD	2010
Existing site maps	MROSD	2010
Conceptual site plan	MROSD	2010
Archaeological Survey Report (In progress)	Mark Hylkema, RPA	2010
Soil Sampling Report (In progress)	Northgate Environmental, Inc	2010

Information/Data Required To Be Collected by Consultant

Selected consultant shall obtain any outstanding necessary information to support the project either by in-house expertise or sub-consultant, specific to the former Almaden AFS site, including but not limited to:

1. Air quality/noise analysis
2. Archaeology survey to address potentially buried cultural resources
3. Engineering analysis of traffic impacts
4. Serpentine soil survey
5. Wildlife surveys
6. GIS data layers of collected/assembled data in appropriate format (e.g. shapefile, geodatabase, or ESRI grid)

Work Tasks to be Completed by District

The workforce at the District is comprised of a talented assembly of biologists, hydrologists, land managers, botanists, mapmakers, and ecosystem restoration professionals, among other skills and abilities. Some information required to support this project will be produced by the District, including:

1. Final map figures
2. Vegetation surveys
3. Geology and soils mapping (excluding serpentine soil survey)
4. Topographic mapping

Mandatory Pre-Proposal Conference

A mandatory pre-proposal conference has been scheduled for **Wednesday, June 2, 2010, from 10:00am to noon** at the District's Administrative Office at 330 Distel Circle, Los Altos, CA (see Attachment C for map). **Please RSVP to Jeannie Buscaglia, Administrative Assistant**, for this conference. Only those firms who send a representative to this conference will be considered for this RFQP. Proposals for this RFQP will be sent back unopened from firms who do not attend the mandatory pre-proposal conference.

District Insurance and Contract Requirements

Insurance requirements and a sample agreement for professional services can be found in Attachments D and E, respectively.

Visiting the Project Site

Access to the former Almaden AFS is restricted due to the presence of hazardous materials and is therefore off-limits for purposes of touring the project site. A District-guided site tour will be arranged for the firm selected under this RFQP following award of contract.

Components of Submittal

The three components of this RFQP are: 1) Qualification, 2) Proposal, and 3) Fee Schedule. The District evaluates and ranks firms primarily based on Qualification and Proposal, then reviews the Fee Schedule and negotiates to award contract to the most highly qualified firm.

Qualification Contents

Qualification statements must contain the following information:

1. An organization chart or biography of key personnel to be assigned to the project and their role, an indication of who will be the Project Manager, and how the firm's personnel will be able to accomplish all required NEPA and CEQA tasks with the accelerated project timeline.
2. A Statement of Qualifications for the firm, including background and specific expertise of key personnel and experience with similar projects, or projects of similar scale and complexity. Please include client contact names and numbers for three projects most similar to this one.

Proposal Contents

Submittals should include, at a minimum, the following expected scope of services and key tasks outlined below, for both federal and state environmental processes. Firms may expand or add tasks to the list if desired.

1. Research and gather information
2. Perform site visits
3. Attend District meetings to review and refine project design
4. Coordinate and assist with public scoping meeting and hearing/s
5. Coordinate with Army Corps of Engineers and other necessary agencies
6. Prepare Draft and Public Release of Notice of Preparation
7. Assist District to revise and finalize Project Description
8. Prepare and revise Administrative Draft environmental documents
9. Prepare final environmental documents

Proposals must also contain the following information:

1. Identification of the type of NEPA and CEQA documents anticipated to be prepared that are appropriate for the project's complexity and scope.
2. Description of an overall strategic environmental planning approach within the timeframe given above, beginning immediately after award of contract and running concurrently with conceptual site planning. Proposals need not be extremely detailed; general phases of work and key tasks are acceptable. The target dates are only for key milestones. Please include other key dates and deliverables in your proposals.
3. Chart of assigned personnel or subconsultants performing key tasks, and approximate percent time allocated to each task to be completed.

Fee Schedule Contents(Submit in a Separate, Sealed Envelope)

1. Firm's fee schedule for key tasks.
2. An hourly rate schedule for each category of personnel.
3. Sub-consultant's fee schedules.

Submittal Due Date

Each respondent or firm is required to submit one (1) unbound copy of their submittal in both hardcopy and electronic format (on CD) to the Midpeninsula Regional Open Space District by **4:00 p.m. on Wednesday, June 16, 2010**. Proposals shall not be accepted via email or File Transfer Protocol (FTP). All proposals shall become the sole property of the District. Proposals will be received at the following address:

Meredith Manning, Senior Planner
Midpeninsula Regional Open Space District
330 Distel Circle, Los Altos, CA 94022-1404
(650) 691-1200
mmanning@openspace.org

Midpeninsula Regional Open Space District reserves the right to reject any or all proposals received and to request additional information as deemed necessary and appropriate.

Award of Contract

The selected firm is expected to be awarded the contract at the regular meeting of the Board of Directors on June 23, 2010, beginning at 7:00pm, and begin project work immediately after contract execution and notice to proceed.

Attachments

- A. Project location map
- B. Mt. Umunhum media brochure
- C. Map to pre-proposal conference (District Administrative Office)
- D. Insurance requirements
- E. Agreement for Professional Services