



CITY OF COALINGA

The Sunny Side of the Valley

**REQUEST FOR PROPOSALS
FOR
ENVIRONMENTAL SERVICES (NEPA/CEQA)
FOR THE CITY'S
TRAILS MASTER PLAN
Segments 3, 4, and 9**

Prepared By:

City of Coalinga
Planning Department
155 W. Durian Ave
Coalinga, CA 93210

REQUEST FOR PROPOSALS

INTRODUCTION AND PURPOSE:

The City of Coalinga, State of California, is soliciting proposals from qualified consultants to provide the following services:

1. Prepare an Initial Study (IS) anticipating adoption of a Mitigated Negative Declaration (MND) consistent with CEQA Guidelines
2. Prepare and obtain Caltrans approval of a Preliminary Environmental Study (PES) Form consistent with Caltrans guidance
3. Prepare technical studies identified in the PES following Caltrans' Standard Environmental Reference (SER) Guidelines to support a NEPA Categorical Exclusion and as support documentation for CEQA

The City previously received Active Transportation Program (ATP) funding to prepare an Active Transportation Plan which was completed in March of 2017. Accompanying the Active Transportation Plan (as Volume II) is the City of Coalinga Trails Master Plan (TMP) which presents a detailed feasibility analysis of 8.8 miles of recommended Class I bicycle and pedestrian facilities throughout Coalinga. The TMP implements General Plan Measure C2-1.1 to "develop a Multi-Use Off-Street Trails Master Plan" and provides data, mapping and analysis needed to help realize Implementation Measures C2-1.2 and C2-1.3. Further, the TMP identifies fourteen (14) potential Class I trail segments in Coalinga with overviews of the design standards and guidelines for these Class I facilities.

The City is now seeking to move forward with the design and implementation of segments 3 (portion), 4 (portion), and 9 (portion) (see Exhibit 1) of the TMP using ATP (state and federal) funding. The environmental documentation under this RFP is to support that effort with the City of Coalinga as the Lead CEQA agency and Caltrans as the Lead Federal Agency for NEPA under their FHWA delegation authority working with Caltrans District 6 Local Assistance.

Link to the Trails Master Plan:

<https://www.coalinga.com/DocumentCenter/View/124/Coalinga-ATP-II-WEB-PDF>

BACKGROUND AND SETTING:

Coalinga is nestled in the Pleasant Valley at the eastern edge of California's Coastal Mountain Range, surrounded by hills and ranches. Coalinga is 10 miles west of I-5 and 60 miles southwest of the City of Fresno. Coalinga is a full-service city that provides a wide range of services to approximately 18,000 citizens. Coalinga has an excellent school system, regional medical center, parks and recreation district, and a 2-year community college.

SCOPE OF SERVICES:

Objective:

Prepare environmental documents required for the design and implementation of the Coalinga Trails Master Plan, Segments 3, 4, and 9 (see Figure 1). Funding will come from the ATP program which is administered by Caltrans Division of Local Assistance, Office of Active Transportation and Special

Programs. The ATP funding source contains state money which is comingled with FHWA federal funding; requiring that both CEQA and NEPA environmental documentation will be required.

PRODUCT

The City is seeking an environmental consultant, or team, to prepare all necessary environmental documentation required for construction and operation of Coalinga's Trails Master Plan, segments 3, 4, and 9 (portions). This will include the following:

1. Developing a Project Description to meet funding requirements (Independent Utility, Logical Termini) and control scope of the environmental process
2. Prepare a Preliminary Environmental Study (PES) form in coordination with Caltrans to identify the specific technical studies required for the project.
3. Initial Study following the 2020 CEQA Guidelines and Appendix G.

It is anticipated at a minimum, the following technical studies will be identified in the PES:

4. Natural Environment Study – Minimal Impacts (NES-MI)
5. Cultural studies including an Archeological Survey Report (ASR), Historical Resources Evaluation Report (HRER), and an Historic Property Survey Report (HPSR)
6. Phase I Initial Site Assessment (ISA)

In addition, the City requests the following:

7. Other technical studies the PES may identify based on Consultant's experience with trails projects
8. Other technical studies needed to complete the CEQA analysis

The City anticipates that upon completion and approval of the PES, adjustments and/or rescoping of the project may be required.

Applicant is requested to present their approach to the above in a manner that effectively and efficiently details how they plan to accomplish the tasks they have identified, including a timeline for completion of tasks, coordination with Caltrans Local Assistance and City staff, and their approach for Project Management, meetings, and completing the project.

In addition to the above, please include:

1. Letter of Interest. Provide a cover letter expressing your interest in the project. Include name, address, phone number, and email address of the primary contact; identifying the capacity of this person. Letter to include commitment to using the staff identified in the proposal.
2. Statement of Qualifications and Experience. Describe the company's qualifications and experience related to multi-modal transportation planning.
3. Anticipated Budget. Provide spreadsheet identifying hours and costs for major tasks.
4. References. Please provide at least two (2) references for other similar work performed.
5. Legal Entity. Describe the legal entity with which the City would contract including the structure of the anticipated partnership agreement(s) and ownership interests in the project. Include length of time in business, and number of employees.

SUBMITTAL REQUIREMENTS:

(1) electronic copy (on CD or Flash Drive if file size is greater than 20 MB) of the proposal must be received by e-mail to sbrewer@coalinga.com no later than **430 p.m. on Tuesday, May 29, 2020**. Late proposals will not be considered. Proposals are to be addressed to:

Sean Brewer, Assistant City Manager

City of Coalinga

155 W. Durian Ave

Coalinga, CA 93210

Or Email (if electronic submittal)

sbrewer@coalinga.com

SCHEDULE: All work must be completed by March 2021, and formal adoption of the Circulation Master Plan by the City Council must be completed by April 2021.

BUDGET: A total of \$100,000 has been allocated for this work effort.

EVALUATION:

Each proposal will be evaluated by the City based on the following criteria:

- Conciseness and clarity.
- Professional qualifications, experience, and capability of the lead project manager and consultant team assigned to the project.
- Ability of the consultant firm/team to commit the personnel and time necessary to complete the project in the time frame outlined in this RFP.
- Record of ability and experience with similar type projects.
- Demonstration of a clear understanding of the project and the work to be performed.
- Competitive cost and efficient use of the budget to deliver the requested work product.

Those firms that most closely meet the needs of the City, based on the above criteria, will be invited to a presentation and evaluation interview. The City reserves the right to select a firm based on the written proposals submitted and forego interviews.

SELECTION PROCESS:

Proposals Due:	May 29, 2020 by 4:30 p.m.
Consultant Interviews (If deemed necessary)*	Week of June 8, 2020
Consultant Selection:	June 19, 2020
Execution of Professional Services Agreement	June/July 2020
City Council Approval of Professional Services Agreement	July 2020

*It is expected that the Project Manager and key team members will attend the interview.

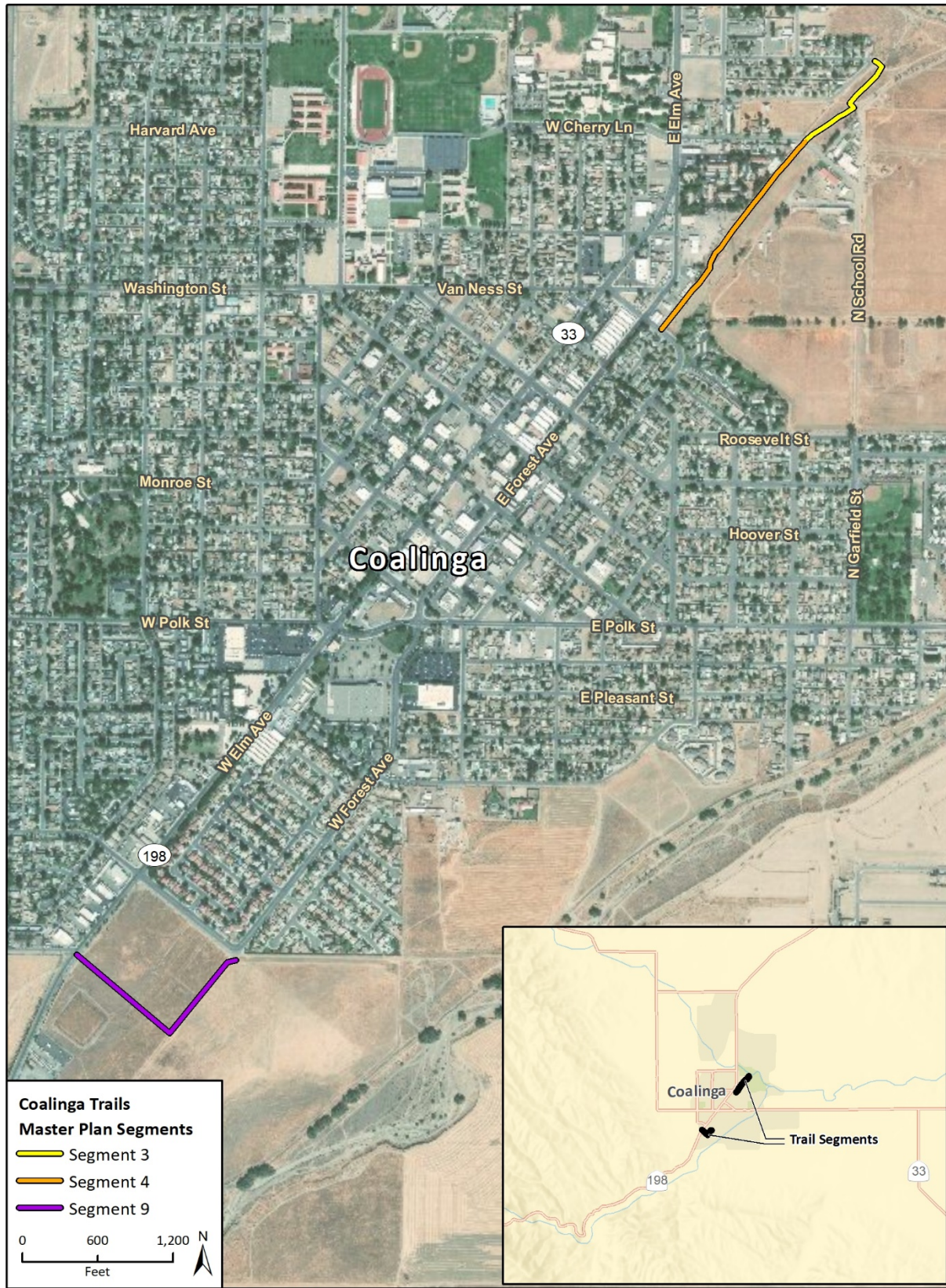
PROFESSIONAL SERVICES AGREEMENT:

Prior to the start of work, the selected consultant will be required to execute a Professional Services Agreement (PSA) with the City. A sample PSA is available for review if requested. Any proposed changes to the PSA should be identified at the time of the interview and will be subject to approval by the City.

QUESTIONS:

Please submit all questions in writing to Sean Brewer at [**sbrewer@coalinga.com**](mailto:sbrewer@coalinga.com). Written responses will be provided via e-mail to all consultants who submit proposals.

Figure 1: Coalinga Trails Master Plan, Segments 3, 4, and 9



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Trails Master Plan can be found here: <https://www.coalinga.com/DocumentCenter/View/124/Coalinga-ATP-II-WEB-PDF>

Fig 1. Coalinga Trails Master Plan RTP Segments