



6 Harris Court • Monterey, CA 93940  
831 649-5225 • Fax 831 373-5065

May 31, 2017

Job No.: 2146.00

**WHITSON ENGINEERS**

6 Harris Court  
Monterey, CA 93940

**REQUEST FOR PROPOSALS (RFP)  
ENVIRONMENTAL IMPACT STATEMENT (EIS)/ENVIRONMENTAL IMPACT REPORT (EIR)  
PROPOSED EASTSIDE PARKWAY PROJECT**

Dear Consultant,

Whitson Engineers is seeking a consultant to complete an Environmental Impact Statement/Environmental Impact Report (EIS/EIR) in accordance with the National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA) requirements for the Eastside Parkway Project within the former Fort Ord to fulfill its contract with Fort Ord Reuse Authority (collectively "FORA"). FORA is requesting proposals from qualified individuals or firms to complete an EIS/EIR to analyze the possible consequences Eastside Parkway may pose to the environment. The selected consultant shall consider multiple project alternatives, while the Project Alternatives Section of the EIS/EIR will identify, describe, and evaluate the proposed project and reasonable and feasible project alternatives.

The Scope of Work shall include the alignment of the proposed Eastside Parkway as depicted on the September 2012 90% Improvement Plans by Whitson Engineers. More particularly, it shall include Intergarrison Road from the East Garrison development westerly to the proposed Eastside Parkway alignment; Eastside Parkway from Inter-Garrison Road southerly to Eucalyptus Road; Gigling Road from its existing terminus at 8<sup>th</sup> Ave easterly to intersect the proposed Eastside Parkway alignment; and, Eastside Parkway intersections connections at existing Parker Flats Road and Parker Flats Cut-Off.

It is FORA's intent to select and negotiate with a qualified respondent who will use the necessary disciplines, and/or qualified sub-consultants, to accomplish the scope of work provided and required in **Attachment A** by FORA. Consultants may propose modifications or additions to the scope, but must include rationale for doing so.

The statement of qualifications (SOQ's) will be screened by Whitson Engineers and FORA staff. The most qualified firms may be invited to an oral interview conducted by a Selection Committee. Provided are selection criteria in **Attachment B**;

The selected consultant shall be a sub-consultant to Whitson Engineers and shall coordinate with and receive comments from both FORA and Whitson Engineers interchangeably. A sample contract is included as **Attachment C**.

### **Background**

FORA was created by State legislation to oversee civilian reuse and redevelopment of the former Army base and remains the Department of Defense recognized local reuse authority for the former Fort Ord. It is FORA's responsibility to complete the planning, financing, and implementation of reuse as described in the adopted 1997 Base Reuse Plan (BRP).

The BRP Final Environmental Impact Report (EIR) identified Eastside Road, connecting Imjin Parkway to Gigling Road, as a transportation infrastructure improvement (note that the roadway name changed from 'Eastside Road' to 'Eastside Parkway,' as suggested by County of Monterey staff in 2010). The 2005 FORA Fee Reallocation Study prepared by Transportation Agency for Monterey County (TAMC) and Association of Monterey Bay Area Governments (AMBAG) included a new alignment for Eastside Road in Appendix C, connecting Intergarrison Road to Gigling Road and Eucalyptus Road. The 2005 FORA Fee Reallocation Study eliminated FORA funding for Highway 68 Bypass and increased funding for Eastside Road and General Jim Moore Boulevard, since the study found that those roadways would carry the traffic instead of Highway 68. The FORA Board established FORA Capital Improvement Program (CIP) funding priority for Eastside Road in December 2009 and the 2017 FORA Fee Reallocation Study maintains Eastside Parkway as a FORA On-Site roadway improvement.

Whitson Engineers was selected through an RFP process by FORA in 2010 to perform infrastructure planning for the California Central Coast Veterans Cemetery, which included, among other items, alignment studies (based on refined alternatives previously developed for TAMC) and conceptual roadway centerline maps for Eastside Parkway. In 2011, the FORA contract with Whitson Engineers was amended to include the development of 90% submittal construction plans and estimates for the FORA preferred Eastside Parkway alignment. Since September 2012, Whitson Engineers has been providing on-going services to FORA relating to the roadway planning. In November 2016, the FORA Board voted to approve a contract amendment with Whitson Engineers for Environmental Review services. FORA has asked Whitson Engineers to manage the Public Selection process for an Environmental Consultant to complete an EIS/EIR for Eastside Parkway.

### **Purpose**

The purpose of this RFP is to select the most qualified individual/firm to complete an environmental review of the proposed Eastside Parkway, including evaluation of alternatives and portions of Intergarrison Road, Eucalyptus Road, and Gigling Road as identified in the FORA CIP & Roadway Network, the 90% Submittal Eastside Parkway Improvement Plans, and in the scope of work provided and required in **Attachment A**.

FORA's cost limitation for the effort is a maximum of \$297,700.

### **SCHEDULE**

<b>Event</b>	<b>Dates</b>
Qualified Vendor Notification and Request for Proposal	06/07/2017
Pre-Proposal Conference	06/14/2017
Deadline To Submit Questions & Clarifications (in writing)	17:00pm PST 06/20/2017
Answers & Clarifications Provided (in writing)	17:00pm PST 06/23/2017
Deadline to Submit Proposal	12:00pm PST 06/29/2017
Selection Committee Review of Proposals	07/3 - 7/10/2017
Interview Notification	07/12/2017
Interview Date	07/17-20/2017
Notice of Intent to Award	07/21/2017

## **STATEMENT OF QUALIFICATIONS**

### ***Submission and Delivery Instructions***

Six (6) hard copies of the proposal shall be submitted to Director of Engineering Andrew Hunter of Whitson Engineers, no later than 6/23/2017 at 12:00pm at Whitson Engineers, 6 Harris Court, Monterey, CA 93940. At least one copy shall be identified as “master copy” and shall contain original signatures. Proposers will submit one copy electronically on a CD, DVD, or flash drive to the above address. FORA and Whitson Engineers reserve the right to duplicate or disseminate for internal use any material provided. All submittals become the property of FORA and will be confidential until after a contract is executed. Each proposal shall be a maximum of fifteen (15) double-sided sheets. Appendices and references do not count towards the page limitation. The proposals shall include:

1. **Cover Letter.** Provide a one page Executive Summary of the Proposal
2. **Narrative.** Provide a Narrative of the project, management, and technical approaches to be used over the course of the project scope of work. Please provide a brief description of the evidence based means/methods employed to identify problems/concerns/requirements, determine alternatives, and draw conclusions. The Narrative should outline how the respondent will prevent cost over-runs, minimize schedule over-runs, and ensure quality of deliverables. Lastly, key assumptions shall be clearly identified as well as any exclusions or exceptions taken to the proposal.
3. **Schedule.** Respondent must submit a milestone matrix Gantt chart identifying the deliverable dates to a sufficient level as to clearly show dependencies and how the work will be performed in a timely manner.
4. **Work Scope.** FORA’s intent is to identify the environmental impact of the proposed Eastside Parkway. Respondents are encouraged to review the proposed Scope of Work (**Attachment A**) and propose modifications or additions. Further, respondents have the opportunity to list additional scope elements, or Alternate Proposals, as Options in the attachments. FORA suggests Alternatives to the Proposed Scope of Work be sufficiently detailed and accompanied by a narrative explaining the need, and how it might integrate with the proposed scope. Please also review the sample contract (**Attachment C**) and address any concerns so they may be dealt with early in the process.
5. **Statement of Qualifications (SOQ).** The SOQ must be submitted in the format identified below. The SOQ must be indexed and bound separate from the proposal. Please note that the maximum number of pages allowed under each section as stated below; also, please make sure the font size is no smaller than 11 point.

#### A. QUALIFICATIONS

This section should provide a description of the firm’s professional qualifications and licensing/certification of key personnel & sub consultants. Specifically provide:

- The name and title of key staff members assigned to manage or otherwise play a major role(s) in this project.
- Include their resumes.
- Identify key staff member’s assigned role and responsibilities.
- Qualifications of any sub-consultants proposed on this project; clearly explain their role and the percentage of involvement.

B. EXPERIENCE

A minimum of five (5) years of professional experience. Less than 5 years will be grounds for disqualification.

- List three (3) successfully completed Environmental Impact Statements / Environmental Impact Reports in California within the last five (5) years.
- List at least two (2) projects successfully completed for a jurisdiction in Monterey County.
- List at least one (1) project successfully completed on the former Fort Ord.

C. REFERENCES

Provide four (4) references from previous projects of similar scope and delivery method. Please provide project descriptions and current contact information for the Project Manager and jurisdiction of each project. Please include verifiable project metrics and websites if possible. All references and projects will be verified, if contact information is not current, then provided project will not be evaluated as part of the scoring. Each project described above should provide current information for the following:

- Value of the contract and indicate if your firm was a subcontractor.
- Start date & completion date.
- Was the contract completed on time? If no, provide explanation.

D. ORGANIZATIONAL CAPABILITY

This section should demonstrate an understanding of the requirements of the project, the firm's ability to meet them and the firm's commitment of resources to achieve them.

E. PROJECT BUDGETING & SCHEDULING HISTORY

Provide evidence of the firm's history of meeting or beating established schedules, cost control processes, quality control processes, and include strategies to prevent change orders to scope.

F. ORGANIZATIONAL CHART

Include an organizational chart showing, at a minimum, the key personnel assigned to the study and their reporting relationship within the organization. Include consultants proposed to be used, their education/experience/certifications and describe their role (Copies of certifications to be included are in addition to the 1 page requirement.)

G. ORGANIZATIONAL PRIORITIES

Explain the organizations programs/projects/contracts which run concurrently or in parallel with the proposed schedule. Identify key personnel and their time commitments. It is preferred, but is not mandatory, that respondents provide a statement to the effect of, "if awarded, the Eastside Parkway Project will take precedence over other obligations."

***Evaluation Process***

FORA staff will determine responsiveness and evaluate all proposal submittals. Please review the evaluation criteria (**Attachment B**). The evaluation process will consider all required information. Each criterion will be scored based upon a pre-determined point system. Interviews with the highest ranking teams may be scheduled at the sole discretion of FORA and Whitson Engineers staff. The Selection Committee will be made up of staff members from FORA, Whitson Engineers, and Monterey County.

Inquiries regarding this RFP shall be directed to Andrew Hunter of Whitson Engineers in writing and sent via email at [ahunter@whitsonengineers.com](mailto:ahunter@whitsonengineers.com).

Sincerely,



Andrew Hunter  
Director of Civil Engineering  
Whitson Engineers  
[ahunter@whitsonengineers.com](mailto:ahunter@whitsonengineers.com)  
(831) 649-5225

1. **Attachment A: Scope of Work**
2. **Attachment B: Selection Criteria & General Provisions**
3. **Attachment C: Sample Contract**