

September 2, 2009

COUNTY OF TRINITY
DEPARTMENT OF TRANSPORTATION

REQUEST FOR PROPOSAL

Environmental Studies, Preliminary Design and Environmental Document (IS/MND or EIR) for rehabilitation, widening and realignment of Wildwood Road near Hayfork, California

Trinity County Department of Transportation (TCDOT) is accepting proposals from qualified firms and/or individuals to perform environmental studies for submittal to the U.S. Forest Service, Shasta-Trinity National Forest; South Fork Management Unit to meet the requirements of the National Environmental Policy Act (NEPA) and the Northwest Forest Plan. The studies will also serve as the basis of an environmental document to meet the requirements of the California Environmental Quality Act (CEQA), to be prepared by the Consultant with Trinity County as the lead agency. The CEQA document may be an Environmental Impact Report (EIR) or a Mitigated Negative Declaration. The project consists of improvements to 6.6 miles Wildwood Road, including realignment of some sections, widening to two full lanes, reconstruction of the structural section, drainage improvements, new cuts and fills, retaining walls and guardrails. The project will be constructed in three phases, but the environmental documents will cover the full project length.

Proposals will be received at the Trinity County Department of Transportation Administrative Office, 31301 State Highway 3, P.O. Box 2490, Weaverville, CA 96093, until 5:00 p.m. on **Friday, October 2, 2009.**

Project Description

The work consists of performing the environmental studies necessary to complete CEQA and NEPA documents for a State-funded transportation project on Federal land managed by the US Forest Service, Shasta-Trinity National Forest. The selected Consultant team will also work with Trinity County Department of Transportation staff to develop sufficient preliminary engineering to define the project for the purposes of environmental document preparation and to analyze project alternatives.

Wildwood Road runs from State Route (SR) 36, near the eastern Trinity County line, northwest to SR 3 north of Hayfork. Approximately 6.6 miles of Wildwood Road will be rehabilitated, from Post Mile 5.0 near Gemmill Gulch to the intersection with East Fork Road at Post Mile 11.6. The project purpose is to widen the roadway to two standard travel lanes with shoulders, improve the alignment to reduce the severity of curves and improve sight distance, and to rehabilitate the roadway structural section and drainage. The road runs through steep terrain along the side of a forested cliff, with Hayfork Creek running along the base of the slope. The road crosses seven

*Request for Proposal
Environmental Services for Reconstruction of Wildwood Road*

ephemeral or intermittent streams on culverts. The road would part from its existing alignment in one or more sections, requiring fill across one or more of these streams. Excavation of the slope above the road will also be required in several locations. Retaining walls, rock slope protection, and guardrails may be used to enhance stability and safety. There are two Forest Service picnic areas along the alignment. At least two Native American Sacred Sites are in the project vicinity, but outside of the area to be disturbed.

Roadway design will be primarily done by County staff, but the consultant should have some knowledge of AASHTO road design standards and Forest Service Best Management Practices for road construction.

Hayfork Creek and its tributaries are designated (but unoccupied) critical habitat for Federally Threatened Coho Salmon, essential fish habitat for Chinook salmon, and occupied by steelhead trout (state species of special concern), rainbow trout and speckled dace, and potentially amphibians and other wildlife species of special concern. Formal consultation with National Marine Fisheries Service (NMFS) and possibly the U.S. Fish and Wildlife Service (FWS) will be performed by the Forest Service, based on Biological Assessments and Evaluations prepared by the Consultant. Portions of the project will occur in waters of the United States and wetlands may be present within the project footprint. A delineation of Waters of the U.S. will be required. Preliminary consultation with the California Department of Fish and Game, North Coast Regional Water Quality Control Board and the U.S. Army Corps of Engineers may be desirable, but permit applications are not included in this scope of work.

The project vicinity includes two Native American sacred sites, and cultural resources may be present within the project limits. Field surveys, significance determinations and consultation with Native American groups and the State Office of Historic Preservation will be required.

The requirements of the National Environmental Policy Act (NEPA) will be implemented by the Shasta-Trinity National Forest, using the studies prepared by the Consultant. Consultation with the National Forest throughout the project will be required to ensure the studies meet their needs.

The required level of CEQA documentation is unknown at this time. Preliminary scoping, consisting of initial meetings with the South Fork Management Unit of the Shasta Trinity National Forest, and an informal public scoping meeting will be conducted by the County in October, prior to contract award. The results of the scoping will be considered during cost/scope negotiations with the selected Consultant, and the type of CEQA document (EIR or Mitigated Negative Declaration) will be determined at that time. The Consultant should prepare a proposal that demonstrates their abilities to complete a full EIR.

Description of work to be done by Trinity County

Trinity County Department of Transportation (TCDOT) will provide general project oversight and liaison between the Consultant, US Forest Service and other Local, State and Federal agencies responsible for funding, oversight and permit approvals. TCDOT engineers will be responsible for the preliminary road design.

TCDOT will provide the selected Consultant with the following:

- Preliminary topographic survey data and plans and cross-sections

- Preliminary design and mapping of proposed alignment alternatives, and possible cut and fill limits (may include more than one alternative).
- Results of previous environmental studies on Wildwood Road and Hayfork Creek
- Relevant County Planning Documents (Circulation Element, Noise Element, Hayfork Community Plan, etc.)

TCDOT will attend field reviews and coordination meetings with the Consultant, regulatory agencies, USFS and other resource agencies.

TCDOT will review and comment on all Draft submittals prepared by Consultant, prior to submittal to USFS or circulation to the public.

Trinity County will be Lead Agency for the CEQA document, and will be responsible for distributing public notices, publishing newspaper ads, circulating the document and conducting public hearings. The Consultant will be expected to present the project at the public hearings.

Description of work to be done by Consultant

Consultant will provide all environmental studies required to satisfy the US Forest Service NEPA requirements, and will prepare the appropriate CEQA for Trinity County.

The Consultant will be required to complete, at a minimum, the following work items:

- 1) Attend Field Review Meeting with Trinity County (and possibly USFS).
- 2) Attend scoping meeting with USFS in Hayfork or Weaverville.
- 3) Prepare public notices required by CEQA, NEPA, and other regulations and Executive Orders, subject to approval by Trinity County and/or USFS, for distribution by Trinity County.
- 4) Conduct literature review, early consultation and scoping with resource agencies sufficient to identify environmental resources and issues potentially affected by the project.
- 5) Present project at Public Scoping Meeting in Wildwood or Hayfork
- 6) Attend up to 4 meetings with Trinity County DOT Staff in Weaverville.
- 7) Perform environmental studies. Anticipated studies include literature review, agency consultation and field studies in the areas of cultural resources, biology (including aquatic and terrestrial wildlife, botany, survey and manage species and wetlands), hydrology, hazardous materials (including asbestos-containing rock and soil), planning-level geotechnical studies and water quality/erosion potential studies.
- 8) Prepare technical reports in the formats specified by the US Forest Service; Shasta-Trinity National Forest. (Includes two rounds of administrative drafts – one submitted in MSWord or compatible format for review in Track Changes Mode, and the second review in hard copy form) for approval and submittal to the US Forest Service by the County;
- 9) Anticipated technical reports include:
 - Cultural resources survey and report (pre-historic and historic)
 - Botany Biological Assessment and Survey and Manage documentation (may include surveys for certain lichens and bryophytes).

- Wildlife Biological Assessment, Biological Evaluation and Management Indicator Species study and Survey and Manage documentation (may include surveys for terrestrial mollusks)
 - Fisheries Biological Assessment, Biological Evaluation, Management Indicator Species and Essential Fish Habitat studies
 - Delineation of Wetlands and Waters of the U.S.
 - Hydrology study sufficient to document presence or absence of floodplain encroachments, determine appropriate sizing and type of stream crossing structures, and to assess erosion potential and design appropriate mitigation measures
 - Geotechnical study, including identification of any asbestos-containing soils or rock, and a limited geotechnical evaluation of the feasibility of alternatives and to reveal any geotechnical issues (subsurface investigation is not included in this scope of work)
- 10) Administrative Draft CEQA document for review by Trinity County staff. (Includes two rounds of administrative drafts – one submitted in MSWord or compatible format for review in Track Changes Mode, and the second review in hard copy form);
 - 11) County-approved CEQA document and Mitigation Monitoring and Reporting Program for distribution by the County
 - 12) Represent the project at up to two public hearings before Trinity County Planning Commission (evening in Weaverville)
 - 13) If an EIR is required, respond to comments on the Draft EIR.
 - 14) If required, Draft Final EIR with incorporated response to comments to County for review. (Includes two rounds of administrative drafts – one submitted in MSWord or compatible format for review in Track Changes Mode, and the second review in hard copy form);
 - 15) If required, Final EIR for distribution by the County.
 - 16) If an EIR is required, represent the project at one Trinity County Board of Supervisors meeting (daytime in Weaverville).

Additional work may be authorized should changes or additional assistance be requested by the County. This work will be compensated on a time-and-expense basis at the Consultant's current rates.

CONSULTANT PROPOSAL

It is the policy of Trinity County to provide full opportunity for all interested parties, including Disadvantaged Business Enterprise (DBE) firms to respond to, or participate in work outlined in this Request for Proposals (RFP). While DBE participation is encouraged, and will be considered in the selection process, no specific DBE goals have been established for this project.

Trinity County's Consultant Selection Committee will evaluate proposals received based on the professional qualifications presented, as required for the timely and satisfactory completion of the work. The following criteria will be utilized in the selection process:

1. Understanding of the scope of work to be done.
2. Experience with similar kinds of work, including recent experience with EIRs
3. Key personnel's professional qualifications, experience and availability for the project.
4. Current workload and demonstrated ability to meet schedules or deadlines.
5. Familiarity with US Forest Service regulations (including the requirements of the Northwest Forest Plan), and environmental procedures
6. Familiarity with County, State and Federal environmental regulations.
7. Quality of projects previously undertaken and capability to complete projects without major cost escalations or overruns.
8. Demonstrated understanding of the project's potential problems
9. Familiarity with the geographic location of the project. (Geographic location may be a selection criteria provided its application leaves an appropriate number of qualified firms to compete for the project.)
10. Financial responsibility (Years in business, number of projects completed, annual volume of work in dollars, etc.).
11. Demonstrated DBE intent – good faith effort.

Proposals shall include all information required to evaluate the Consultant's qualifications and shall not be accompanied by additional appendixes, brochures or literature. Proposals shall clearly outline the proposed work plan, firm organization, project schedule, project staffing, resumes of key personnel, identify DBE intent and identify project manager/negotiator.

Proposals shall consist of not more than 30 pages (12 pt. Font), including resumes but excluding cover, Debarment and Suspension Certification, Certification of Consultant, table of contents and dividers.

All proposals shall include, as a minimum, the following elements:

- A description of your project team (including subconsultants); identification of key personnel to be assigned to this project and the role they will fill, with resumes of each.
- A brief review of similar projects completed by the project team, and client references for similar work.
- A detailed proposed work plan, including a brief discussion of the steps to be completed
- A time schedule for major tasks and completion of the work.
- Current workload of the firm and how it will affect the ability of the assigned project team to deliver the project.
- Current hourly labor rates, listed by employee classification, and unit charges for mileage, per diem and other miscellaneous charges or reimbursable expenses.

The proposals must be accompanied with a “Debarment and Suspension Certificate” and “Certification of Consultant” completed in accordance with Title 49, Code of Federal Regulations, Part 29, and signed by the Consultant's authorized representative. Copies of said certificates are attached.

All parties are advised that some of the services may not be required and that the County reserves the right to initiate additional procurement action for any of the services included in the initial procurement.

All proposals become the property of Trinity County upon submission. The cost of preparing and submitting proposals and participating in the selection process is at the sole expense of the offeror. Trinity County has the right to reject any or all of the proposals received as a result of this request.

Consultants shall submit three (3) copies of their proposals to:

Trinity County Department of Transportation
Attn: Jan Smith, Environmental Compliance Specialist
Mailing address: P.O. Box 2490, Weaverville, CA 96093-2490
Shipping/delivery address: 31301 State Highway 3, Weaverville, CA 96093
DO NOT send U.S. Mail to the Street Address. It will not be delivered.

Proposals must be received by TCDOT at the above address no later than 5:00 p.m. on **Friday October 2, 2009.**

For additional information, please contact Janice Smith at (530) 623-1365, Monday through Friday, 8:00 a.m. to 5:00 p.m. or by email at jsmith@trinitycounty.org.

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TITLE 49, CODE OF FEDERAL REGULATIONS, PART 29

DEBARMENT AND SUSPENSION CERTIFICATION

The prime Consultant, under penalty of perjury, certifies that, except as noted below, he/she or any person associated therewith in the capacity of owner, partner, director, officer, manager:

is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any Federal agency;

has not been suspended, debarred, voluntarily excluded or determined ineligible by any Federal agency within the past 3 years;

does not have a proposed debarment pending; and

has not been indicated, convicted, or had a civil judgement rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there is any exceptions to this certification, inset the exceptions in the following space:

Exceptions will not necessarily result in denial of award, but will be considered in determining bidder responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Note: Providing false information may result in criminal prosecution or administrative sanctions.

The above certification is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Certification.

CERTIFICATION OF CONSULTANT
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I HEREBY CERTIFY that I am the _____ and
duly authorized representative of the firm of _____ whose
address is _____, and that,
except as hereby expressly stated, neither I nor the above firm that I represent have:

- (a) employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above Consultant to solicit or secure this Agreement; nor
- (b) agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out the Agreement, nor
- (c) paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above Consultant) any fee, contribution, donation, or consideration of any kind for, in connection with, procuring or carrying out this Agreement.

I acknowledge that this Certificate is to be made available to the Federal Aviation Administration and the California Department of Transportation (Caltrans), Division of Aeronautics, in connection with this Agreement involving participation of Federal-aid Aviation Funding, and is subject to applicable State and Federal laws, both criminal and civil.

(Date)

(Signature)