



**REQUEST FOR QUALIFICATIONS FOR US EPA BROWNFIELDS
ASSESSMENT GRANT – PIONEER BLUFF/STONE LOCK DISTRICTS**



PROPOSALS DUE MONDAY JULY 15, 2019

I. PURPOSE

The City of West Sacramento (“City”) seeks qualifications for a multidisciplinary team (“Consultant”) with experience in conducting Brownfields cleanup planning and assessment, including Phase I and II Environmental Site Assessments (“ESA”), conducting community outreach, experience developing and implementing AB 440 (Gatto) strategies, and engineering and design work associated with safety and contamination security planning. Consultant will provide City with deliverables progressing the City’s objectives laid out in the Pioneer Bluff and Stone Lock Reuse Master Plan (Reuse Master Plan) conceptually approved by the City Council in July 2018.

II. BACKGROUND

By conceptually approving the Reuse Master Plan in July 2018, the City Council signaled its concentrated efforts toward de-industrializing and redeveloping the Pioneer Bluff and Stone Lock Districts (“Districts”). See Figure 1 for the location of the Districts.

Figure 1: Pioneer Bluff & Stone Lock Districts



Part of the Reuse Master Plan efforts were to assess the Districts’ environmental conditions and conduct an inventory of possible Brownfields sites. This work was completed through an Area Wide Assessment (“AWA”) that assessed the properties in the Districts for “evidence of conditions indicative of releases or threatened releases of hazardous substances, pollutants, contaminants, etc.” (Reuse Master Plan Volume II, Section 2.1.3).

Further analysis of these Brownfields in an Environmental Conditions Review (“ECR”) evaluated the existing and potential environmental conditions and how these conditions may be obstacles to the redevelopment of the Districts. The ECR summarized the documented chemical release cases and hazardous substances uses as well as eight other potential environmental concerns associated with

known historic uses. In Volume III, Section 3.2 of the Reuse Master Plan, the ECR recommended the following steps related to Brownfields in the Districts:

- The City should conduct due diligence on AB 440 (Gatto Act), to compel clean-up of the sites by the responsible parties in the Districts; and
- Develop a Brownfield Master Work Plan and/or project area-wide site management plan that identifies and characterizes hazardous and potentially hazardous materials for the purposes of identifying priority properties; and
- Create a dedicated funding source for fund these City endeavors.

The City seeks to facilitate the first two recommendations utilizing a grant award from the United States Environmental Protection Agency (“EPA”) Brownfields funds it received in 2018. Specifically, the City seeks to first focus on the City-owned William G. Stone Locks Facility (“Stone Locks Facility”), as it was recently approved by EPA as an eligible site under the Brownfields Grant Program. The Stone Locks Facility and surrounding 7.25 acres were acquired by the City in 2015. The site is an essential part of the redevelopment and future recreational uses in the Districts. The recreational reuse of the facility is discussed in greater detail in Volume III, Section 4.5.2 of the Reuse Master Plan.

The selected Consultant shall conduct a Phase II ESA on the Stone Locks Facility site, produce a safety and contamination plan with cost estimates and preliminary design, and provide reuse planning and a Brownfields toolbox that can be applied to the Districts at large. Each of these actions implements recommendations out of the Reuse Master Plan and further redevelopment that will provide additional residential and commercial uses in the future.

**While the Stone Locks Facility is the primary focus of this RFQ, the City is seeking to conduct analyses on a site located between 1540 Jefferson Blvd. and 1760 South River Rd on the City's right of way. The site is currently included in this RFQ under Optional Task and is contingent upon EPA approval.*

III. SCOPE OF WORK

The City requires a multidisciplinary team that must demonstrate expertise in conducting Phase I and II ESAs, Brownfield cleanup planning, community outreach and involvement, and in legal expertise related to AB 440.

Phase II Environmental Site Assessment

The Consultant shall prepare one (1) Phase II ESA for the Stone Locks Facility using current American Society of Testing and Materials standards. The Phase II ESA will include the sampling necessary to ascertain the nature and extent of contamination associated with the property and will recommend possible alternatives for remediation.

Access, Safety, and Contamination Prevention Plan

The Consultant shall prepare a retrofit plan for the Stone Locks Facility that includes cost estimates and preliminary design to secure the site against nuisances and any further contamination. The Plan will also focus on general site security (e.g. lighting, access controls, etc.) and physical hazards that maybe present at the site as well as discuss the need to coordinate and potentially permit site improvements through the California Office of Historical Preservation (OHP), but in coordination with and permitting through, OHP is not included in the scope of work. The plan may also include interim improvements that permit public access to portions of the site. Plans and designs must comply with the standards and recommendations put forth in Volume III, Section 3.2 of the Reuse Master Plan.

Remediation and Structural Retrofit

The consultant shall prepare a retrofit and remediation plan for the four buildings that are to remain. This plan will include structural stabilization of the buildings, any lead-based paint or asbestos remediation, and safety and security measures of the existing structures. The Remediation and Structural Retrofit Plan for the existing structures may be included in the Access, Safety, and Contamination Plan. Plans and design must comply with the standards and recommendations put forth in Volume III, Section 3.2 of the Reuse Master Plan.

Reuse Planning and Toolbox

At the discretion of the City and based on redevelopment plans and priorities for sites receiving Phase II assessments under this grant, the Consultant will conduct site cleanup planning. Cleanup planning will include an evaluation of cleanup alternatives and cost estimates for specific sites. These planning efforts should also include discussing potential strategies for utilizing AB 440 to compel redevelopment in both Districts. At the City's discretion, other redevelopment tools may be included as well.

Reporting (ACRES)

The Consultant shall upload and update the EPA Assessment, Cleanup, and Redevelopment Exchange System (ACRES) database with Quarterly Status Reports, Annual Disadvantaged Business Enterprise Reports, and Project Closeout Reports.

Optional Task

Site Between 1540 Jefferson Blvd and 1760 South River Rd

The City is seeking to conduct a Phase I ESA at the site between 1540 Jefferson Blvd. and 1760 South River Rd. on the City's right of way. Upon EPA approval by EPA, and at City's discretion, Consultant shall provide assessment work, reuse planning, and/or reporting for the site.

IV. PROCEDURE

The City of West Sacramento reserves the right to reject any or all qualifications submitted.

There is no expressed or implied obligation for the City of West Sacramento to reimburse responding firms for any expenses incurred in preparing the qualifications in response to this request.

Qualifications submitted will be evaluated by a Review Committee comprised of City staff. During the evaluation process, the Review Committee and the City of West Sacramento reserve the right, where it may serve the City's best interest, to request additional information or clarification from Proposers, or to allow corrections or errors or omissions. At the City's discretion, the firms submitting qualifications may be requested to make oral presentations as part of the evaluation process.

Evaluation Criteria

Following receipt of consultants' proposals, an ad-hoc committee of city staff will review all responses to rate each of the submitted proposals and rank them in selection order based on the following criteria. No one factor shall necessarily prevail over the other. The City team members, in applying the major criteria to the proposals, may consider additional criteria beyond those listed. During the evaluation period, the team may elect to interview some of or all the proposing firms. The final selection will be the firm which, in the City's opinion, is the most responsive and responsible, meets the City's requirements in providing this service, and is in the City's best interest. Proposals will be evaluated generally on the following criteria:

1. Applicant's understanding of the City's desires and general approach to the project as demonstrated in the background and scope of work sections of this RFQ.
2. Prior project experience conducting Phase I and Phase II ESAs and using AB 440 (Gatto).
3. Evidence of effective working relationships with environmental regulatory agencies, particularly DTSC and RWQCB.
4. Evidence of working with the public and cities on Brownfield assessments and cleanup planning activities.
5. Applicant's demonstrated ability to complete work in a timely manner.
6. Applicant's proposed billing rates for staffing associated with project tasks.
7. Applicant's willingness to sign the City's standard consultant agreement "as is" with no changes.

Time Requirements

Request for qualifications issued	June 3, 2019
Requests for clarifications due	June 12, 2019
Clarification responses provided	June 17, 2019
Qualifications submission deadline	July 15, 2019

Qualifications reviewed by evaluation team	July 15 – July 19, 2019
Interviews conducted (at City’s discretion)	August 2019
Selected firm notified	August 2019
Determine scope of work and contract type	August/September
Council approval of contract	September 2019
Contract executed/work begins	September 2019

Submission Requirements

Responses may not exceed 30* pages and must include the following information:

- Statement of Qualifications of both the firm, employees, and any subconsultants who will perform the required services.
- Resumes and contact information for each staff member who will work under the contract.
- At least three professional references for similar work that has been conducted by the firm. Given the multidisciplinary work required in this RFQ, at least one reference must illustrate the Consultant’s expertise in working with Gatto or similar Brownfield tools.
- Submit Schedule of hourly billing rates for each staff member who will work under the contract in a **separate** mailed and sealed envelope.

* For print versions, excludes tabs, front and back cover pages

Federal Procurement Requirements

In addition to the evaluation criteria listed above, federal awards require all Consultants and any Subconsultants to comply with all the terms and conditions of this grant award including the following highlighted below:

- Neither the United States nor any of its departments, agencies, or employees is, or will be, a party to the resulting agreement or any lower-tier sub agreement.
- The Resulting agreement is subject to regulations contained in 40 CFR, Part 35 Subpart O in effect on the date of the assistance award for this project.
- The City agrees to comply with EPA Disadvantaged Business Enterprise (DBE) Program for procurement activities under assistance agreements, contained in 40 CFR, Part 33.
- The successful Consultant shall coordinate, direct and oversee the Brownfield planning activities as described herein. This work must meet federal requirements for work funded by EPA Brownfields Grant in compliance with 2 CFR, Part 200.317-200.326.

Submission Deadline

To be considered, qualifications packages must contain the components listed under “submission requirements” and must be received by **5:00 p.m. on Monday, July 15, 2019**. Qualifications packages may be emailed in a pdf format, mailed, or hand-delivered. If packages are mailed or delivered, please submit four (4) copies of the completed package.

Contact:

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 Attn: Abraham Salinas, Economic Development & Housing Intern
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Further Information

Questions regarding this RFQ should be directed to Abraham Salinas, Economic Development and Housing Intern at (916) 617-7674.