

California State Lands Commission

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Sacramento, California 95825

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**SOLICITATION FOR
STATEMENTS OF INTEREST**

08/25/2017

Bid Log Number 2017-02

CSLC Ref Files: W30105.1

PRC 8097.1

CSLC EIR No.: 685

PROSPECTIVE ENVIRONMENTAL CONSULTANTS

Pursuant to Government Code section 4526, the California State Lands Commission (CSLC) announces its intention to hire an environmental services consultant to assist in preparing the following environmental analyses.

SCHEDULE

Activity	Calendar Date
SOI release	Friday 8/25/2017
SOI (due by 3 PM)	Friday 9/22/2017
Interviews with top three firms in Sacramento	Week of 10/9/17 to 10/13/17 (tentative)
Consultant selection / Request cost proposal	Monday 10/16/2017 (tentative)
Authorization to proceed	Monday 10/23/2017 (tentative)
Kick-off meeting	TBD
NOP release and scoping session	TBD

Document(s): **Environmental Impact Report (EIR) or Supplemental EIR¹** in accordance with the California Environmental Quality Act (CEQA; Pub Resources Code, § 21000 et seq.) and State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15000 et seq.)

Project: **Wheeler North Reef Expansion Project**

Applicant(s): **Southern California Edison Company (SCE)**

I. TERM

The term of the agreement to be awarded under this Statement of Interest (SOI) will be for 3 years with an option for two additional 3-year renewals.

¹ At direction of CSLC Project Manager.

II. PROJECT BACKGROUND

A. SUMMARY

SCE has applied to the CSLC to implement the Wheeler North Reef Expansion Project (Project). Construction, long-term monitoring, and evaluation of the Wheeler North Reef is required under a coastal development permit issued by the California Coastal Commission (CCC) for the operation of San Onofre Nuclear Generating Station (SONGS) Units 2 and 3 (see <http://marinemitigation.msi.ucsb.edu/index.html>). In 1999, the CSLC certified a Programmatic EIR² and issued a General Lease – Non-Income Producing (PRC 8097) to SCE for the construction of the Phase 1 (SCE’s test modules), and ultimately the Phase 2 build out of the Wheeler North Reef, totaling 174 acres (http://archives.slc.ca.gov/Meeting_Summaries/1999_Documents/06-14-99/Items/061499R73.pdf). The Applicant’s proposed Project would implement Phase 3 to expand the existing Wheeler North Reef, at the direction of the CCC, creating approximately 200 additional acres of kelp reef on low-relief quarry rocks located on submerged lands located offshore of the city of San Clemente, Orange County.

B. MATERIALS AVAILABLE FOR REVIEW

Background materials compiled for the Project are attached or available at the links below. In case of technical difficulty, such materials can also be viewed after making an appointment with the CSLC Contract Officer. Contact information and viewing locations for the background materials are as follows:

Sacramento:

Annabell Abeleda, Contract Officer California State Lands Commission 100 Howe Avenue, Suite 100-South Sacramento, CA 95825	Phone: (916) 574-1871 Email: Annabell.Abeleda@slc.ca.gov
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The following background materials are available for review.

- The project description provided by the Applicant
- The Construction and Management of an Artificial Reef in the Pacific Ocean Near San Clemente, California (Original PEIR) (SCH No. 9803127)
- The Palos Verdes Reef Restoration Project Mitigated Negative Declaration (MND) (recent similar project; see www.slc.ca.gov/Info/CEQA/PalosVerdes.html)
- University of California, Santa Barbara (UCSB) SONGS Mitigation Monitoring website; see <http://marinemitigation.msi.ucsb.edu/index.html>

² Construction and Management of an Artificial Reef in the Pacific Ocean Near San Clemente, California, State Clearinghouse (SCH) No. 9803127.

III. SCOPE OF WORK (SOW)

A. TASKS

The CSLC, as CEQA Lead Agency, requires an EIR or a Supplemental EIR (hereinafter referred to as EIR) to be prepared for this Project. The EIR shall contain sufficient information to fully comply with all appropriate and applicable CEQA requirements. The consultant assisting the CSLC staff in preparation of the EIR will be expected to:

- Provide the full range of expertise required to complete the EIR and all supporting technical studies and take the initiative to advise the CSLC staff of the necessary efforts required, including guidance on the type of CEQA document to prepare (e.g., EIR or Supplemental EIR that tiers off the 1999 Programmatic EIR)
- Assess information provided by the Applicant and public, agency, Tribal, and non-governmental organization stakeholders
- Conduct independent relevant environmental studies if needed (to be identified as Optional Tasks)
- Identify consultation requirements and agencies that may have approval or oversight over, or a vested interest in, aspects of the Project (such as those listed below) and develop proposals to meet applicable requirements and resolve any conflicts

Potential Responsible, Coordinating, and Consultation Agencies/Entities

Local & Regional	City of San Clemente
	Orange County
	South Coast Air Quality Management District (SCAQMD)
State	California State Lands Commission (CSLC)
	California Coastal Commission (CCC)
	California Department of Fish and Wildlife (CDFW)
	Santa Ana Regional Water Quality Control Board (RWQCB)
Federal	National Oceanic and Atmospheric Administration (NOAA) National Marine Fisheries Service (NOAA Fisheries or NMFS)
	U.S. Army Corps of Engineers (USACE)
	U.S. Coast Guard (USCG)
	U.S. Fish and Wildlife Service (USFWS)
Tribal	Follow State policy as directed by CSLC staff, in accordance with the CSLC's Tribal Consultation Policy and Tribal Consultation Policy adopted by the California Natural Resources Agency on November 20, 2012 (see www.slc.ca.gov/About/Tribal.html).

The SOW provided by each potential bidder shall:

- Be task-based (see tasks listed below in Technical Content of Proposal)
- Include a list of work products and milestones

- Describe how the bidder will identify and analyze potential environmental issue areas for the EIR (e.g., those listed in the State CEQA Guidelines, Appendix G, Environmental Checklist Form and Notice of Preparation [NOP], if applicable), including:
 - a description of the methodology the consultant would use to analyze each environmental issue area (i.e., original research or third-party review and analysis)
 - a list of anticipated sources of information

Based on initial internal scoping, the Project may affect, or have no impact on, the following environmental factors (staff may revise this list based on comments received during scoping or other reasons).

<u>Potential Impact</u>	
○ Aesthetics	○ Hazards and Hazardous Materials/Risk of Upset
○ Air Quality	○ Hydrology and Water Quality
○ Biological Resources (Marine)	○ Mineral Resources
○ Cultural Resources	○ Noise
○ Cultural Resources – Tribal	○ Public Services
○ Geology/Soils	○ Recreation
○ Greenhouse Gas Emissions	○ Transportation/Traffic
<u>Potentially No Impact</u>	
○ Agriculture and Forestry Resources	○ Population and Housing
○ Biological Resources (Terrestrial)	○ Utilities and Service Systems
○ Land Use and Planning	
<u>Other Commission Considerations</u>	
○ Socioeconomics (e.g., Commercial Fishing)	○ Environmental Justice
	○ Sea-Level Rise/Climate Change

B. TECHNICAL CONTENT OF PROPOSAL

The CSLC seeks a detailed Proposal (task-based with detailed methodology, including a list of milestones, work products, etc.) from each firm covering the tasks listed below.

TASK 1. CSLC ADMINISTRATIVE RECORD (AR) AND REFERENCES

1. Develop the AR methodology specific to this Project EIR in consultation with the CSLC Project Manager and consistent with the CSLC’s Instructions for the Preservation and Collection of Documents for Projects Subject to CEQA (attached)
2. Ensures that all cited references include the most recent information sources known and available during the production of the EIR

3. Compile and maintain an AR file/record of all references/technical reports used in preparing the EIR, that:
 - Documents the applicable page numbers in each reference/document from which technical information is used
 - Flags for CSLC Project Manager review, prior to use in the EIR, any sources that were published more than 5 years ago, including sources used in conjunction with the most recent information sources known and available (e.g., for historical context to capture all information relevant to a particular resource area)
4. Provide to the CSLC Project Manager before the Draft EIR is distributed to the public a CD or DVD containing copies of all documents or pages of documents³ referenced in the Draft EIR to ensure the CSLC is in compliance with State CEQA Guidelines section 15087, subdivision (c)(5)
5. Close out the AR at the time the Final EIR is distributed to the public by providing to the CSLC Project Manager an updated CD or DVD containing all documents referenced in the Final EIR and all documents that are part of the AR to ensure the CSLC is in compliance with State CEQA Guidelines section 15091, subdivision (e)

TASK 2. MEETINGS

1. Arrange with the CSLC Project Manager and facilitate meetings/teleconferences as needed to ensure adequate progress towards Project completion and to identify and resolve issues that might delay progress; for the purpose of this bid, assume:
 - Teleconferences will be held every 2 weeks using a CSLC conference line
 - One in-person meeting will be held each calendar quarter to include a “kick-off” meeting and site tour to the Project site to be organized by the consultant
 - One interagency meeting will be held in Orange County with wildlife and other applicable (e.g., responsible and trustee) agency staffs (assume this meeting will occur on same day as one of the quarterly meetings identified above)
2. Organize and attend the public hearing on the Draft EIR, present the Draft EIR and related information at the hearing, and arrange for a court reporter that will record the hearing proceedings and provide electronic and paper copies of the hearing for inclusion in the Final EIR (assume two meeting sessions will be held on the same day at one location in Orange County)
3. Attend, and participate in as necessary, the CSLC meeting for consideration of certification of the Final EIR and Project
4. Participate in a post-Project teleconference with the CSLC Project Manager to evaluate aspects of the process that went well or could have been improved upon

³ For lengthy published reference documents readily found in a library or on the internet, include only the cover, title page, and pages referenced.

TASK 3. PROJECT START-UP/COORDINATION

1. **Schedule**. Develop and maintain the EIR preparation schedule and provide regular updates to the CSLC Project Manager
2. **Data Gaps**.
 - Evaluate the accuracy, validity, integrity, and completeness of environmental information provided by the Applicant
 - Review other sources to identify and evaluate potential environmental impacts and compliance requirements
 - Determine if additional environmental studies are needed, and describe what would be required to conduct such studies
 - Submit an initial list of data gaps to the CSLC Project Manager, and modify, track, and assist in determining how to resolve the data gaps based on feedback from the CSLC Project Manager and data submittals by the Applicant (the CSLC Project Manager is responsible for forwarding lists of data gaps to the Applicant)
3. **Regulatory Framework**. Prepare for CSLC Project Manager review, and maintain based on CSLC Project Manager feedback, a list of agencies that may require permits or other approvals for the Project and a reference table of applicable regulations and policies to include in the EIR.
4. **Mailing List**. Develop and maintain a mailing list of interested and affected parties based on direction from the CSLC Project Manager⁴ and provide updates of the list to the CSLC Project Manager upon request. For all notices and documents sent to the public and agencies, keep a clearly labeled, dated copy of the mailing list for each specific mailing to ensure a permanent record in the AR. Any supplemental mailings should be similarly documented in writing for the AR.

TASK 4. PRELIMINARY ADMINISTRATIVE DRAFT EIR SECTIONS

The following products shall be prepared and submitted to the CSLC Project Manager for preliminary editorial review, posted on a repository site (e.g., a SharePoint site established by CSLC staff), and revised based on CSLC Project Manager comments.

1. Table of Contents, including a list of Appendices (most or all of the Appendices will not be printed, but will be included in the EIR in electronic form on an enclosed CD).
2. Introduction (Section 1.0 of the EIR).
 - Identify the Project background/objective(s)
 - List responsible and trustee agencies, federal agencies with regulatory or permitting authority, and other consultation requirements

⁴ May include using other established mailing lists as well as developing a list using a radius of property owners and businesses (using criteria established by the applicable local government).

- Provide an overview of the CEQA process and purpose and scope of the EIR (including defining baseline conditions and identifying resource areas that may be affected by the Project)
3. Project Description (Section 2.0) that is accurate, concise, and based on Applicant materials and other relevant information
 4. Cumulative Impact Analysis introductory section (Section 3.0) that identifies the study area and projects for the cumulative impacts analysis consistent with CEQA, State CEQA Guidelines section 15130, and relevant case law, that looks at past, present, and probable future projects in the area to assess if the Project's incremental effect is cumulatively considerable (as defined in State CEQA Guidelines, § 15065)
 5. Alternatives screening, identification, and impact analysis consistent with CEQA, State CEQA Guidelines section 15126.6, and relevant case law:
 - Discuss the methodology used to identify and screen potential alternatives
 - Identify a reasonable range of alternatives to the Project and alternatives considered but eliminated from full evaluation
 - Address and analyze alternatives in each of the Environmental Impact Analysis sections (Section 4.0, et seq.) or in a stand-alone section (i.e., Section 5.0), as directed by the CSLC Project Manager
 6. An Outline of the Environmental Analysis section (Section 4.0) that is consistent with the Project Description and includes the following for each environmental issue area subsection:
 - A fully developed and complete list of any remaining data gaps
 - A defined environmental setting/study area and regulatory setting
 - An initial list of significance criteria
 - A summary of how Project and cumulative impacts will be analyzed, identifying those impacts likely to be the most significant, and the methodologies to address the significant issues
 - Appropriate measures to mitigate potentially significant environmental impacts with a description of the effectiveness and feasibility of each

The Outline shall finalize and focus the list of potentially significant environmental issues to be addressed and the rationale for not addressing other issues brought forward during the scoping and analysis in the Draft EIR based on the content of this SOI, the NOP (if applicable), the scoping process, the Project application, and such other knowledge and information as may be available to the consultant.
 7. An Outline of the Other Commission Considerations section (Section 5.0) that includes:

- A discussion of socioeconomic impacts (e.g., Commercial Fishing) if applicable
 - A discussion of climate change and sea-level rise that is intended to provide the local/regional overview and context that will facilitate the Commission's consideration of the Project
 - An Environmental Justice (EJ) analysis for which the consultant determines what communities/areas are located within the Project's potential hazard or impact "footprint," and if those communities contain low-income or minority populations. The consultant will first identify the "footprint," which may differ for each potential impact topic, and base its identification of potentially impacted EJ communities/areas as follows.
 - Use 2010 Census data to determine the location of low-income and minority populations in the Project area, identifying potentially impacted areas based on recent and available criteria for designating such communities (e.g., criteria prepared by each City/County potentially impacted by the Project or by the applicable Council of Governments or Metropolitan Transportation Agency); if such information is not available, identify potentially impacted areas using data from the 2010 Census that exceed the corresponding medians for each particular City/County potentially impacted by the Project.
 - If such communities or groups are found to exist within the potential "footprint," conduct an impact analysis consistent with federal requirements and the provisions of the CSLC's EJ Policy adopted in October 2002 to determine whether the identified communities or activities carried on by individuals of such communities may be disproportionately impacted by the Project.
8. Prepare an Impact/Mitigation Table (CSLC staff will provide the template) and develop and include a Mitigation Monitoring Program (MMP) consistent with CEQA, State CEQA Guidelines sections 15097 and 15126.4, and relevant case law
9. Relevant appendices, including an Appendix that contains the NOP and copies of all comments received on the NOP and that refers the reader to where each comment is addressed in the EIR (e.g., section and page)

TASK 5. ADMINISTRATIVE DRAFT EIR *

1. Further develop the preliminary Administrative Draft EIR sections from Task 4 incorporating CSLC Project Manager comments and other applicable information and prepare and submit the Executive Summary.
2. Prepare and submit a complete Administrative Draft EIR to the CSLC Project Manager.

* Consultant shall post submittals on the repository site and mail CDs/paper copies to JRP if requested. See Section IV, Documentation and Production, for estimated numbers of CDs/paper copies.

TASK 6. DRAFT EIR *

1. Incorporate CSLC Project Manager comments on the Administrative Draft EIR and prepare and submit a complete “camera-ready” (pre-circulation) version of the Draft EIR to the CSLC Project Manager
2. Make any final changes to the “camera-ready” Draft EIR as directed by the CSLC Project Manager
3. Prepare the Draft EIR for public distribution, the State Clearinghouse (SCH), posting on the CSLC website (submit to CSLC staff when the Draft EIR is sent to the printer for publication)
4. Submit copies to the CSLC Project Manager for delivery to the SCH along with the Notice of Availability (NOA)/Notice of Completion (NOC) that CSLC staff will prepare
5. Mail the NOA and CDs or hard copies (as requested) of the Draft EIR to everyone on the Project mailing list
6. Submit to CSLC Project manager a CD or DVD of all reference materials provided in the Draft EIR

TASK 7. FINAL EIR *

1. Prepare an administrative draft Final EIR (in one document if feasible) that replaces and incorporates the entire Draft EIR and includes the following Parts:
 - **Part I:** Preface
 - **Part II:** Comments received during the public comment period and responses to those comments that:
 - Organizes by number all comments received during the Draft EIR comment period
 - Includes draft responses to each comment for CSLC Project Manager approval
 - **Part III:** The Draft EIR with revisions to its text⁵ made in response to comments received or for other reasons (e.g., incorporation of updated information, refine discussions and resolve internal inconsistencies, make minor format changes)
2. Submit the administrative draft Final EIR to the CSLC Project Manager for review
3. Incorporate CSLC Project Manager comments on the administrative draft Final EIR and prepare and submit a “camera-ready” Final EIR to the CSLC Project Manager for review

⁵ Except for minor format changes, show all revisions to the Draft EIR as follows: additions to the text of the Draft EIR are underlined; and deletions from the Draft EIR text are shown as ~~strikeout~~.

4. Finalize the “camera-ready” Final EIR as directed by the CSLC Project Manager
5. Prepare the Final EIR for public distribution, the SCH, posting on the CSLC website (submit to CSLC staff when the Draft EIR is sent to the printer for publication)
6. Mail the Notice of Intent (NOI), which CSLC staff will prepare, and CDs or paper copies of the Final EIR to those that commented on the Draft EIR or otherwise requested a copy

TASK 8. CSLC FINDINGS/STATEMENT OF OVERRIDING CONSIDERATIONS

1. Prepare and submit to the CSLC Project Manager a consolidated document that contains the CEQA Findings and, if applicable, a Statement of Overriding Considerations consistent with State CEQA Guidelines sections 15091 and 15093, respectively, and relevant case law
2. Revise and finalize the document as directed by the CSLC Project Manager

OPTIONAL TASKS

The consultant shall provide an estimate of costs to conduct the optional tasks identified below. Work on these optional tasks must be approved by the CSLC Project Manager in writing. The consultant may need to cost-out and conduct additional optional tasks as directed by the CSLC Project Manager.

1. **Mitigation Monitoring.** Conduct monitoring to ensure compliance with requirements of the MMP, including preparation of sufficient (assume 5) copies of a draft and final report describing the effectiveness of each mitigation measure
2. **Litigation Support.**
 - Participate in appeal or litigation support as directed by the CSLC Project Manager or CSLC Legal staff based on studies and analysis conducted under the consultant’s direction
 - Prepare the “record of proceedings” on behalf of the CSLC in compliance with CEQA (Pub. Resources Code § 21167.6, subds. (b)(1) and (e), local court rules, and relevant case law) as directed by CSLC Legal staff

IV. DOCUMENTATION AND PRODUCTION

A. PAPER AND ELECTRONIC COPIES

All copies of the Administrative Draft, Draft, and Final EIR shall be prepared using Microsoft Word **2013** (unless otherwise directed by the CSLC Project Manager), and printed on paper that contains a minimum 30% post-consumer recycled content. All pages should be 8 ½ x 11 unless otherwise approved by the CSLC Project Manager. The documents shall be provided in the quantities listed below.

Task #/Document		"SharePoint"	CD	Paper
1	CSLC Administrative Record & References	Yes	1	
2	Meetings			
3	Project Start-up/Coordination	Yes		
4	Preliminary Administrative Draft EIR Sections	Yes		
5	Administrative Draft EIR			
	• Preliminary copy to CSLC for editorial review	Yes		
6	Draft EIR			
	• Preliminary copy to CSLC for editorial review	Yes		
	• "Camera-ready" copy	Yes		3
	• Copy for posting on CSLC website	Yes	1	
	• Copies for SCH (<i>paper copies of Executive Summary plus CD of entire Draft EIR</i>)	Yes	16	
	• Copies of NOA and Draft EIR to print and mail to agencies/public	Yes	72-96	12
7	Final EIR			
	• Administrative draft copy	Yes		
	• "Camera-ready" copy	Yes		
	• Copy for posting on CSLC website	Yes	1	
	• Copy for SCH		1	
	• Copies of NOI and Final EIR for library and to print and mail to agencies/public	Yes	24-48	12
8	CSLC Findings, including Statement of Overriding Considerations if applicable	Yes		

B. QUALITY ASSURANCE/QUALITY CONTROL (QA/QC) PLAN

The consultant shall describe the QA/QC methods and processes that the Project Manager will use to assure the high quality of the work and product.

C. TECHNICAL EDITOR

The consultant shall engage a technical editor with experience editing comparable EIRs to review work products before their submittal to CSLC staff, and shall ensure that all submittals are consistent with the CSLC's desired formatting and professional standards, planning terms, and thresholds. A CSLC EIR shall be provided as a template if updates to the CSLC's Division of Environmental Planning and Management (DEPM) EIR Style Guide have not been completed. Individual EIR sections shall be internally consistent and repetitive information shall be avoided to the maximum extent feasible.

The consultant's Project Manager shall brief the technical editor, other technical staff, and subcontractors on any CSLC Style Guide approved for this EIR. If any submittal is internally inconsistent or inconsistent with the Project Description, is not presented in a logical/readable format, or contains multiple grammatical errors, it will be immediately

returned for revision **at the consultant's expense**. This determination shall be at the sole discretion of the CSLC Project Manager.

D. WEB CONTENT PUBLISHER

The consultant shall use an experienced web content publisher to prepare an electronic version of the EIR for posting on the CSLC website. Web files shall be submitted in PDF (Adobe) format. Images shall be "optimized for web" as needed prior to embedding in documents to keep file sizes small. An index page shall be prepared in HTML format when the EIR is submitted. Every effort shall be made to limit the size of individual files. In addition, the entire EIR (excluding appendices) shall be provided as one file on a CD or DVD; appendices shall be included on the CD or DVD as separate files.

V. CONFLICT OF INTEREST DETERMINATIONS

A conflict of interest may include any past, present, or currently planned circumstance, activity, or relationship that relates to the proposed work. Lead consultants should discuss the issue of conflict of interest with all members of their consultant team, including employees and subcontractors, before submitting a proposal. Each proposed team member must sign the conflict of interest statement that is included in the proposal. Proposals from bidders having a conflict of interest will not be considered in the selection process. Conflicts of interest include, but are not limited to:

- Consultant has, or any of its subcontractors have, participated in collecting or preparing data for or in the development of the application submitted by the Applicant

Should the consultant be awarded the contract with the CSLC, entering into another contract with the Project Applicant(s) identified in this SOI during the term of the contract with the CSLC, would also be a potential conflict of interest. Therefore, while under contract with the CSLC, consultants will be precluded from entering into any contracts with the Applicant(s) without the permission of the CSLC.

Determinations of potential conflict of interest are addressed by the CSLC on a case-by-case basis with each firm. Questions regarding this issue, or requests for a specific determination should be sent in writing or via e-mail to Annabell Abeleda, CSLC Contract Officer, as noted in this SOI.

VI. MINIMUM REQUIREMENTS

A. PROPOSAL DUE DATE

The Proposal deadline for receipt, regardless of postmark, is on the day noted in the Schedule on Page 1 at **3 PM, Pacific Time Zone**. Prospective consultants shall submit **five (5) copies** of their Proposals to the CSLC. Proposals shall be hand-delivered or sent via U.S. mail or overnight delivery service to the CSLC office listed below.

Annabell Abeleda, Contract Officer California State Lands Commission 100 Howe Avenue, Suite 100-South Sacramento, CA 95825	Phone: (916) 574-1871 Email: Annabell.Abeleda@slc.ca.gov
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Each firm submitting a Proposal has the burden of proof to confirm that its Proposal was actually received in accordance with this announcement, should there be any dispute about meeting the filing deadline.

B. COST PROPOSAL

No cost information shall be submitted at this time. The highest ranked firm will be asked to submit a detailed cost proposal after selection.

C. SMALL BUSINESS PARTICIPATION AND CERTIFICATION

This project has a participation goal of twenty five percent (25%) of the total contract price for qualifying small businesses. This 25% goal may be achieved by a combined effort of the Consultant and subcontractors. Any small business used to meet this requirement must be certified by or have certification pending with the Department of General Services (DGS), Office of Small Business Certification and Resources (OSBCR). If awarded the Contract, the Consultant will be required to submit evidence that it has either met these participation goals or made a good faith effort to meet the Small Business Participation goal. The State reserves the right to accept a participation level lower than 25% subject to firm evidence and acceptance of “good faith effort” documentation. The Consultant shall be deemed to have made “good faith efforts” upon submittal of documentary evidence that all of the following actions were taken:

- Contact was made with the CSLC to identify potential Small Business firms
- Contact was made with other State agencies, including the DGS OSBCR, to identify potential Small Business firms
- Invitations to Bid were submitted to potential Small Business firms
- Available Small Business firms were considered

D. DISABLED VETERAN’S BUSINESS ENTERPRISE (DVBE) PARTICIPATION AND CERTIFICATION

This Project has a mandatory participation goal of at least seven percent (7%) of the total contract price for qualified DVBEs. This 7% goal may be achieved by a combined effort of the Consultant and subcontractors. Any business used to meet the DVBE requirement must be certified by or have certification pending with the DGS OSBCR. The consultant will clearly identify within its proposal those subcontractors that are certified DVBEs, and identify the contract price amounts allocated to those subcontractors.

E. REQUIRED DESCRIPTION OF PROJECT MANAGER QUALIFICATIONS

1. Describe the experience of the proposed Project Manager regarding preparation of EIRs for projects of similar size, complexity, and potential controversy
2. Describe the experience, training, seminars and classes that the proposed Project Manager has completed in the specific areas of project management, budget preparation and administration, and contract management
3. List any environmental documents completed under the auspices and direction of the Project Manager for which litigation has been filed in the past 5 years; describe the issues cited, and the outcome of such litigation
4. Describe and provide examples of the tools and approach that the Project Manager will use to keep the Project within budget and on schedule, and how the Project Manager will communicate Project status, issues and concerns with other members of the consultant team and the CSLC Project Manager

F. SUBMITTAL FORMAT

Proposal submittals, of which **five (5) copies** shall be submitted, will be evaluated only upon receipt of the following:

1. Letter of Interest (cover letter)
2. Proposal, **maximum 50 pages** excluding cover, dividers, Letter of Interest, and DVBE compliance/Small Business documentation, including:
 - Qualifications and summary of experience (including professional certifications and degrees) of the proposed Project Manager, Deputy Project Manager, key issue area team members and subcontractors, and technical editor(s) to be employed for this Project
 - Brief description of the experience of the firm, Project Manager, and key team members regarding projects similar to the proposed Project (include project locations and dates)
 - Organization chart showing the names and areas of responsibility for all members of the proposed Project team
 - Concise work plan, which includes a description of the work tasks, methodology, milestones, and work products
 - QA/QC Plan outlining methods and processes for assuring quality of all work products, including use of an experienced technical editor
 - Proposed schedule for completing major work tasks to meet the CSLC's goal of completing the EIR and taking it and the Project Application to the State Lands Commission for action **within 1 year**

(Other required information not included in 50 page maximum)

- Resumes of the Firm's proposed Project Manager, Deputy Project Manager, and key issue area team members and subcontractors to be employed for this Project
- Signed conflict of interest form(s) for all key team members, including subcontractors
- Small Business participation documentation and certifications and "good faith effort" documentation
- DVBE compliance forms (IMPORTANT: Please see enclosure, "Disabled Veteran Business Enterprise Participation Requirements." *Compliance will require immediate action on the part of the Contractor before contract can be awarded.*)

Proposals should focus on providing information describing how the firm intends to complete the work described in Section III within the schedule proposed by the firm. The core of the Proposal should be a detailed work plan demonstrating the firm's understanding of the work to be done, its proposed methodology, and ability to perform that work within the given schedule.

VII. SELECTION CRITERIA

This request is a supplement to the pre-qualification submittals (RFQ 2015-03) referenced in the CSLC regulations here: <http://www.slc.ca.gov/Home/Contracting.html>.

Its purpose is to provide additional information regarding the qualifications of interested firms and a specific SOW for this specific Project. **Firms that have not previously submitted a Statement of Qualifications (SOQ) to the CSLC must do so before they can be considered for this Project.** The certification process may be concurrent with SOI consideration; separate certification documentation is required.

CSLC staff, in coordination with any participating Joint Review Panel (JRP) members, shall rank a firm on the basis of demonstrated competence and experience of the firm, on the qualifications and experience of the staff proposed for the Project, and the availability of resources appropriate to complete the work on time. **These criteria require that the Proposal demonstrate specialized experience of the firm (and all subcontractors) and individuals (especially the Project Manager) as follows:**

A. ABSOLUTE REQUIREMENTS

- No missing documents and all key items listed or discussed in the SOI have been supplied or addressed
- Compliance with required Proposal submittal date
- Bidder to be pre-qualified by having a SOQ on file with the CSLC or accompanying proposal

B. DIFFERENTIATING CRITERIA

- Knowledge, recent experience, and demonstrated understanding, by the proposed Project Manager, Deputy Project Manager, and team, of:
 - The CEQA process, relevant federal, State, and local laws, regulations, and policies, including, but not limited to, California Coastal Act, State and federal Endangered Species Acts, and State and federal water quality, air quality, and cultural resource laws
 - Environmental resources and environmental analysis in the Project area (Orange County)
 - The preparation of EIRs equivalent in scope required for this Project
- Knowledge of and recent experience related to each of the following:
 - Kelp reef restoration and construction activities in sensitive and tidally influenced environments
 - Engineering principles and practices that apply to the Project
 - Fisheries-related issues relating to the Project area
- CSLC evaluation of the task-based SOW (listing specific milestones and work products) that demonstrates a clear understanding of the various components of the Project, including identification of issues, understanding of the available data, and a detailed description of the methodology and analysis to be used in addressing those issues
- Quality of recommendations on how to proceed in the environmental evaluation of the proposed Project (i.e., Project design, impact analysis, mitigation, monitoring, agency collaboration, and permitting) and a description of any needed supplemental analyses
- Demonstrated experience and ability of the proposed Project Manager to keep the Project on budget, and to communicate Project status, issues and concerns with the CSLC Project Manager
- Demonstrated experience of the Firm and personnel to prepare legally defensible CEQA documents in accordance with the proposed SOW and Project schedule
- The comprehensiveness and quality of the QA/QC techniques and methodology to be used to ensure the quality of all work products submitted to the State, including inclusion of:
 - A comprehensive QA/QC Plan (see Section IV.B)
 - An experienced technical editor (see Section IV.C)
 - An experienced web content publisher (see Section IV.D)
- The comprehensiveness and quality of the information provided for the Optional Tasks, including a description of the Firm's experience in implementing MMPs

VIII. CONTRACT ADMINISTRATIVE PROCESS

Firms will be selected on the basis of responses to this SOI and an oral interview.

This is a competency-based selection process in accordance with Government Code section 4525 et seq. and CSLC regulations (as described in Cal. Code Regs., tit. 2, div. 3, ch. 1, art. 13). All Proposals will be reviewed by a Selection Committee appointed by the Executive Officer. Upon receipt and review of all Proposals, staff may contact firms by telephone to review Proposals, clarify areas where the staff has questions and answer questions from the bidders. No fewer than three firms will be selected for in-person interviews. Interviews will be conducted in Sacramento. Upon conclusion of the interviews, the firms will be ranked.

Negotiations shall be initiated with the highest ranked firm that includes the DVBE and Small Business participation requirements. The CSLC reserves the right to review and specify a maximum administrative fee charged by the Contractor for subcontractors. In the event that a satisfactory agreement cannot be negotiated within 7 days, the CSLC will terminate negotiations with the highest ranked firm and begin negotiations with the next ranked firm and so on. After successful negotiations, a contract will be awarded and executed. Proposals submitted by bidders that are not selected pursuant to the CSLC's contracting process will not be retained, but can be returned to the bidder upon receipt, with the proposal, of a postage-paid/self-addressed envelope and a written request that the proposal be returned.

The CSLC reserves the right to terminate the selection proceedings at any time where it determines it is in the best interests of the State. The CSLC is not required to award the agreement and reserves the right to terminate in whole or in part at its sole discretion any contract award at any time upon giving written notice.

For more information, or to submit questions regarding the content of this request for Statements of Interest, please contact Annabell Abeleda, Contracts Officer, at (916) 574-1871 or by e-mail at Annabell.Abeleda@slc.ca.gov.

IX. ATTACHMENTS

The following attachments will be posted and may be obtained by downloading if from the California State Contracts Register located at:
<https://caleprocure.ca.gov/pages/index.aspx>.

- The project description provided by the Applicant
- The Construction and Management of an Artificial Reef in the Pacific Ocean Near San Clemente, California (Original EIR) (SCH No. 9803127)
- CSLC Administrative Record Process: Instructions for the Preservation and Collection of Documents for Projects Subject to CEQA/NEPA
- Cost Proposal Spreadsheet (completed and placed in separate sealed envelope)
- CSLC Model Invoice Summary and Status Report
- DVBE Participation Requirements

Figure 1. Project Location

