

City of Sebastopol

RFP for Barlow Hotel and Batch Plant parking lot

**QUESTIONS AND RESPONSES RECEIVED AS OF 1/18/2023**

**1) What should the traffic study for this project include?**

We suggest the traffic study include the following:

- VMT analysis for CEQA
- Parking Study
- Vehicle Access and Circulation Impact Analysis
- Pedestrian Crossing Safety Analysis

**2) Can we get a copy of the City's current standard agreement form to review?**

Yes, this has been uploaded to the City's website under the Current Bidding Opportunities or clicking the link here <https://www.ci.sebastopol.ca.us/Local-Business/Current-Bidding-Opportunities>

**3) Could you please update the documents link for "Prelim ESOS review staff report" and "Applicant response to incompleteness letter Traffic Diagram" as they are not working?**

Yes, this has been uploaded to the City's website under the Current Bidding Opportunities or clicking the link here <https://www.ci.sebastopol.ca.us/Local-Business/Current-Bidding-Opportunities>

**4) Would the City like the selected consultant to perform the following tasks:**

- a. Prepare CEQA Noticing (NOP, NOC/NOA, SCH Noticing Forms, and NOD)?  
Yes
- b. Including assist with CEQA distribution and noticing tasks (i.e., distributing notices to City's CEQA distribution list, County Clerk, and State Clearinghouse)?  
Yes
- c. Assist with AB52 Tribal Consultation tasks?  
Yes
- d. Prepare CEQA findings of fact?  
Yes
- e. Assist in the preparation or presentation at public meetings (including scoping meeting, public comment meeting, and project approval/certification hearings)?  
Yes

**5) Would the City like hard copies of all deliverables? If so, how many copies?**

No, digital copies would be acceptable.

**6)**

**7) Do you have an example of an ESOS study that has been prepared in the past as a reference?**

Yes, this has been uploaded to the City's website under the Current Bidding Opportunities or clicking the link here <https://www.ci.sebastopol.ca.us/Local-Business/Current-Bidding-Opportunities>

**8) Who is the Developer?**

The property owner/developer is The Barlow/Barney Aldridge (property is under various LLCs).

**9) What technical studies are being conducted by the developer and would be available for use with the CEQA documentation?**

The WRA study is available on the website (related to the parking lot on Morris Street)

**10) Please confirm we should use the outline in Appendix A of the RFP to organize our proposal.**

Yes.

**11) May we include the full resumes in an appendix instead of within the "Organization and Approach" section as indicated by Appendix A?**

Yes

**12) What are the City's most recently completed EIRs? Who prepared them?**

The General Plan EIR (De Novo Group) and recent Addendum (Rincon Consulting)

**13) The RFI states "The Planning Commission did not reduce the setback as part of that hearing (although they could pending results of the ESOS Study), but did approve a reduction of the ESOS scope to exempt the previously paved and now developed areas, and deferred a decision on any ESOS setback until the ESOS study is completed." Can the City confirm that the area the ESOS Study needs to cover only the vegetated portions of the proposed Parking lot site? (Assuming the Hotel site is outside the ESOS District anyways).**

The Applicant is requesting a reduction in the environmental setback; to do this, the resources, and distances to the site and proposed setback, need to be identified to analyze this request. Therefore, the ESOS study should also include areas beyond the 385 Morris property lines as needed to assess resources and the required setback from said resources (wetlands, riparian zones, etc.), to include City property within the Laguna Preserve and other conservation easement areas.

**14) What are the Biologist's needed "qualifications established by the City" got the ESOS study?**

*Qualifications will be reviewed based on education/certifications and experience (both practical and locational). They should include, at a minimum, an advanced degree in biological sciences, natural resource management, fisheries, wildlife or forestry; and experience with CEQA, USACE, Clean Water Act, etc. Experience should include wetland and riparian zone mitigation and restoration projects, as well as any other expertise the firm determines is appropriate.*

**15) Can the City confirm a standalone, formal Jurisdictional Delineation, verified by the USACE, is requested to be part of the ESOS and therefore this scope of work? Alternatively, if the ESOS scope has been reduced, would a JD be required for the area to be disturbed as part of the Parking Lot development?**

Formal Jurisdictional Delineation of wetlands may or may not be required. We recommend this task, however, be included as an optional additional service, particularly as it relates to the northern boundary to 385 Morris Street, so that the 50' or 100' setback can be properly identified.

**16) The RFI states that the ESOS requires “identification of native trees of six inches in diameter or greater, including those protected under Chapter 8.12 SMC, Tree Protection.” Does that refer to the entire property, or only for the areas that are proposed to be impacted? Impact area may have zero trees (to be confirmed), but the not-impacted areas of the property has many trees, which would require a full Arborist Report conducted by a certified arborist per Chapter 8.12 SMC, Tree Protection.**

Only property line/off-site trees that would be impacted by construction (grading, etc.) need to be included in the arborist report.

**17) Can the City provide an example of a previously accepted ESOS Study (ideally for similar conditions) so we can understand the City’s expectations related to level of detail?**

The City does not have an ESOS study that is exactly similar in detail, however we have uploaded a somewhat similar, and the most recent, such study to the City’s website under the Current Bidding Opportunities or clicking the link here <https://www.ci.sebastopol.ca.us/Local-Business/Current-Bidding-Opportunities>

**18) What is your definition of “key person” as used in Section 1.3, Experience and Qualifications?**

Key personnel will include: principal in charge for consultant (not necessarily subconsultants); project manager; lead project planner; lead planners or principals of any subconsultant firms. Generally, anyone who will do substantial work or professional care on the EIR and any technical studies/subconsultants.

#### **QUESTIONS AND RESPONSES RECEIVED AS OF 1/19/2023**

**19) Would the City consider a reduction of any of the insurance limits from \$2 million to \$1 million?**

No.