

# City of Jurupa Valley

## REQUEST FOR PROPOSALS Focused Environmental Impact Report Etiwanda Avenue/Country Village Road Truck Restriction Ordinance

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**Date:** September 8, 2017

**Submittal Information:** Submit electronic copy in PDF format to:  
[jsmith@jurupavalley.org](mailto:jsmith@jurupavalley.org) and [eperea@jurupavalley.org](mailto:eperea@jurupavalley.org)

Please direct any email inquiries to:

Jim Smith, Public Works Director at [jsmith@jurupavalley.org](mailto:jsmith@jurupavalley.org)  
(Overall project related inquiries)

Ernest Perea, CEQA Administrator at [eperea@jurupavalley.org](mailto:eperea@jurupavalley.org)  
(CEQA related inquiries)

**Closing Date and Time:** FRIDAY, SEPTEMBER 29, 2017 BY 5:00 P.M.

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### **I. INTRODUCTION**

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The City of Jurupa Valley is seeking a professional consulting firm to provide environmental consulting services necessary to complete the preparation of a Focused Environmental Impact Report (EIR) that meets all of the requirements set forth in the California Environmental Quality Act (Public Resources Code 21000 et seq.) and the State CEQA Guidelines (California Code of Regulations, section 15000 et seq.) for the proposed Etiwanda Avenue/Country Village Road Truck Restriction Ordinance. The Consultant will be working under the supervision of the City to ensure the EIR represents the independent judgment of the City.

### **II. PROJECT BACKGROUND**

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#### ***Project Description***

The Mira Loma Commerce Center was approved in 2011 by the Riverside County Board of Supervisors. A lawsuit was filed by the Center for Community Action and Environmental Justice (CCA EJ) challenging the County's approval of the project. A settlement agreement was reached in the case of *Center for Community Action and Environmental Justice v. County of Riverside* which included a requirement to conduct a study for restricting trucks on Etiwanda Avenue between SR-60 and Hopkins Street. The City is subject to the settlement agreement.

Based upon the Consent Judgment, the City agreed to comply with specific settlement terms. On February 20, 2014, the City initiated traffic studies on Etiwanda Avenue from the State Route 60 to Hopkins Street. Information concerning the traffic studies was presented at the City Council

meeting of December 4, 2014. Pursuant to requirements outlined by the State of California Department of Transportation (Caltrans), it was noted that a diversion of trucks to other roadways would need further study to identify potential impacts of noise and air quality. Implementing truck restrictions would also require support from adjoining communities.

On February 5, 2015, additional study work for traffic, air, and noise were initiated. The findings presented on May 5, 2016 revealed truck restrictions along Etiwanda Avenue would also cause impacts to residents along Country Village Road, north of State Route 60. The truck restriction route was expanded to include Country Village Road between SR 60 and Philadelphia Avenue. Alternate study routes were also identified and staff initiated preparation a CEQA Initial Study Checklist.

During the preparation of the Initial Study Checklist, it was revealed there are impacts to area locations not controlled by the City (i.e. cities of Ontario and Fontana, and freeway improvements under Caltrans). Because the City does not have the authority or control over all affected transportation facilities, impacts may be significant and unavoidable and a Mitigated Negative Declaration was not the appropriate level of CEQA documentation for the project.

To complete the analysis, the City is seeking proposals to prepare a Focused EIR. Mitigation measures to intersections, freeway ramps, and interchanges would be identified to possibly reduce the impacts of diverting trucks.

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### **III. SCOPE OF SERVICES**

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The Consultant will prepare a Focused EIR for the proposed project, which involves the following tasks:

#### **TASK 1: Project Initiation:**

This task serves to clarify specific tasks in the Scope of Services and to refine the project schedule.

#### **Deliverables:**

- One (1) meeting with City staff.
- Project schedule.

#### **TASK 2: Notice of Preparation:**

**2.1- Notice of Preparation:** Under the direction of the City, the Consultant will prepare the Notice of Preparation (NOP) for this project and transmit to the State Clearinghouse, interested local agencies and community organizations.

All comment letters received on the NOP will be provided to the Consultant for inclusion in an EIR appendix along with a matrix of initial responses. To assure reviewers that their comments have been acknowledged, the EIR Section where such comments were made will be addressed in the Draft EIR.

**2.2 - Incorporate City Prepared Initial Study Checklist into the NOP.** The City staff commenced the preparation of an Initial Study Checklist for the project in October 2016. The City will complete

the Initial Study Checklist for inclusion in the Notice of Preparation. The Initial Study Checklist has “screened out” the following issue areas:

- Aesthetics
- Agriculture and Forestry Resources
- Biological Resources
- Cultural Resources
- Geology and Soils
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Mineral Resources
- Population and Housing
- Public Services
- Recreation
- Tribal Cultural Resources (The City will notify tribes per AB52. Because the project does not result in any ground disturbance, it is assumed no tribal consultations will be required).
- Utilities and Service Systems

The EIR will focus on the following issue areas:

- Air Quality
- Greenhouse Gas Emission
- Land Use and Planning
- Noise
- Transportation/Traffic

**Deliverables:**

- One (1) electronic version and forty-five (45) hard copies of the Notice of Preparation for the City to publish and distribute to State Clearinghouse, Responsible Agencies, Trustee Agencies, and Interested Parties. The City will provide a Distribution List. The Consultant will assist the City in circulating the NOP for public review. The City will transmit the NOP to the State Clearinghouse.
- One (1) Notice of Completion.

**TASK 3: Scoping Meeting(s):**

**3.1- Public Scoping Meeting:** The City desires to conduct Early Consultation per CEQA Guidelines 15083 and will conduct a Scoping Meeting after the City Council approves the Contract. This meeting is intended for members of the general public, agencies, and interest groups. The City will provide a distribution list and publish/distribute a notice and provide a Spanish language translator.

The Scoping Meeting will take place within the 30-day comment period on the NOP. The Consultant will be required to make a presentation at the Scoping Meeting explaining the CEQA/EIR process. In addition, the Consultant will record all comments received during the Scoping Meeting and include them in the EIR appendix described above along with the comments received during the 30-day NOP comment period.

**3.2 Other Agency Outreach:** During the 30-day comment period on the NOP, the Consultant is required to meet with other agencies to better understand their concerns the proposed truck restrictions will have on transportation facilities located within each jurisdiction. This outreach will include the cities of Ontario, Fontana, Eastvale, and Caltrans. The meeting(s) can be done all at one time or individually. If the meeting(s) cannot be scheduled within the 30-day NOP period, then the meeting(s) shall take place before the commencement of Task 4 below.

**TASK 4: Prepare Technical Reports:**

**4.1-Use of Existing Technical Reports:** The following technical reports were prepared for the project in order to evaluate the impacts related to the truck route restriction:

- Air Quality (MIG) September 2016.
- Noise and Vibration Analysis (MIG) September 2016.
- Etiwanda Avenue Truck Restriction CEQA Traffic Analysis Results (Iteris, Inc.) September 20, 2016.

These reports were prepared prior to the opening of the Milliken Avenue Grade Separation project, as such, circumstances in traffic patterns have changed which could affect the analysis in the reports. The Consultant shall consider if these reports can be used for the EIR under the current conditions with updates or revisions as necessary for use in Tasks 4.2.1, 4.2.4 and 4.2.5 below.

**4.2-Preparation of New or Revised Technical Reports:** The Consultant will be required to prepare the following technical reports that are prepared in conformance with all applicable CEQA requirements.

**4.2.1 Air Quality/Greenhouse Gas Analysis:** Prepare an air quality impact analysis using the CalEEMod computer program. The analysis must contain sufficient technical information to evaluate the impacts as described in *Appendix G* of the *CEQA Guidelines*.

GHG emissions will result from mobile sources as a result of the rerouting of truck trips. The Consultant will be required to prepare a report that analyzes the extent to which the re-routing of trucks may increase or reduce greenhouse gas emissions as compared to the existing environmental setting using the latest version of CalEEMod.

**4.2.3- Health Risk Assessment:** The Consultant will be required to prepare a report that evaluates the health risk impacts to sensitive receptors (e.g. residents and schools) and adjacent workers as a result of exposure to diesel particulate matter (DPM) compared to the existing environmental setting as a result of rerouting trucks. The mobile source HRA shall be prepared in accordance with the document *Health Risk Assessment Guidance for Analyzing Cancer Risks from Mobile Source Diesel Idling Emissions for CEQA Air Quality Analysis* (SCAQMD 2003) using an exposure parameter based on the 2015 OEHHA Guidelines.

**4.2.4- Noise Impact Analysis:** A *Noise Impact Analysis* is required to assess noise impacts resulting from the Project. The analysis must contain sufficient technical information to evaluate the impacts as described in *Appendix G* of the *CEQA Guidelines*.

**4.2.5-Traffic impact Analysis:** The Consultant will be required to prepare a Traffic Impact Analysis (TIA) using the latest version of the *Riverside County Transportation Department, Traffic Impact Analysis Preparation Guide*. A Scoping Agreement shall be executed with the City Engineering Department prior to commencing the TIA. The analysis must also contain sufficient technical information to evaluate the impacts as described in *Appendix G* of the *CEQA Guidelines*.

**Deliverables:**

- Copies of all reports in both Microsoft Word and pdf format sent electronically.
- Two (2) pdf bound copies of each report.

**TASK 5: Prepare Screencheck Administrative Draft EIR.**

The Consultant will prepare a Screencheck Administrative Draft EIR for review by the City staff. Assume two (2) rounds of internal review by City staff.

**Deliverables:**

- Three (3) bound copies and one electronic version in Microsoft Word format

**TASK 6: Prepare Administrative Draft EIR.**

After the City staff is satisfied with the Screencheck Administrative Draft EIR, the Consultant will prepare the Administrative Draft EIR. This will be the document that will be provided to the City Attorney for review. Assume two (2) rounds of review.

**IMPORTANT NOTE #1: Until such time that the Natural Resources Agency amends the CEQA Guidelines with respect to VMT thresholds, the City is relying upon LOS as a significance threshold. However, it is expected that a VMT analysis be provided in the EIR for informational purposes only based on a methodology recommended by the Consultant.**

**IMPORTANT NOTE #2: Upon incorporation, the land use policy was governed by the County of Riverside General Plan. On September 7, 2017, The City Council will consider adoption of the City of Jurupa Valley 2017 General Plan which will replace the County of Riverside General Plan. As such, the EIR analysis will rely upon the Jurupa Valley 2017 General Plan for purposes of analysis.**

**Deliverables:**

- One Microsoft Word “clean” version, one Microsoft Word “track change version” and one pdf “clean” version sent electronically.

**TASK 7: Prepare Public Review Draft EIR.**

After the City staff is satisfied with the Administrative Draft EIR, the Consultant will prepare the Public Review Draft EIR. This will be the document that will be circulated for the 45-day public review period.

**Deliverables:**

- One (1) “photo-ready” set of originals; twenty (20) copies in a binder with a CD of the Appendices in the sleeve of the binder, forty-five (45) CDs in pdf format of the Public Review Draft EIR and Appendices. The title of the CDs must have the name of the project: Etiwanda Avenue/Country Village Road Truck Restriction Ordinance.
- Fifteen (15) hard copies of the Executive Summary (for OPR).

**TASK 8: Circulation of the Draft EIR and Public Notification.**

The Consultant will assist the City in circulating the Draft EIR for public review. For this task, the Consultant will prepare a Notice of Availability and a Notice of Completion for the City to publish, distribute, and post with the County Clerk. The Consultant will be responsible for preparing the Notice of Completion. The City will transmit the documents to the State Clearinghouse.

**Deliverables:**

- One (1) electronic version of the Notice of Availability.
- One (1) electronic copy of the Notice of Completion.

**TASK 9: Prepare Screencheck Administrative Final EIR:**

The Consultant shall prepare a Screencheck Administrative Final EIR consistent with Section 15132 of the CEQA Guidelines for review by City staff. Assume two (2) rounds of internal review by City staff.

**Deliverables:**

- Three (3) bound copies and three (3) CDs in Microsoft Word format.

**TASK 10. Prepare Administrative Final EIR:**

This will be the document that will be provided to the City Attorney for review. Assume two (2) rounds of review.

**TASK 11: Prepare Final EIR.**

After the City staff is satisfied with the Administrative Final EIR, the Consultant will prepare the Final EIR. This will be the document that is to be considered by the City Council for certification.

**Deliverables:**

- One (1) “photo-ready” set of originals; eleven (11) copies in a binder and eleven (11) CDs in pdf format of the Final EIR and Appendices.

**TASK 12: Administrative Draft Findings and Statement of Overriding Considerations.**

The Consultant shall prepare an Administrative Draft Findings of Fact that provide substantial evidence for certification of the EIR. The Consultant shall also prepare a Statement of Overriding Considerations. This will be the document that will be reviewed by City staff and the City Attorney, Assume two (2) rounds of review.

**Deliverables:**

- One Microsoft Word “clean” version, one Microsoft Word “track change version” and one pdf “clean” version sent electronically.

**TASK 13: Final Findings and Statement of Overriding Considerations.**

The Consultant shall prepare Findings of Fact that provide substantial evidence for certification of the EIR. The Consultant shall also prepare a Statement of Overriding Considerations. Assume one (1) round of review.

**Deliverables:**

One (1) electronic copy in Microsoft Word format and (1) electronic copy in PDF.

**TASK 14: Notice of Determination.**

The Consultant shall prepare a Notice of Determination (NOD) consistent with the requirements of CEQA Guidelines Section 15094. The City will collect the applicable CDFW fees and file the original NOD with the County Clerk.

**Deliverables:**

- One (1) electronic version of the NOD in Microsoft Word format.

**TASK 15: Management and Coordination.**

This Task will involve coordination of all work to be undertaken to prepare the EIR. In order to ensure that work associated with the preparation of the EIR is progressing in accordance with the schedule, communications as determined necessary by the City will be conducted that include representatives of the Consultant and City staff.

**Deliverables:**

- The budget shall accommodate up to twenty (20) hours of time allocated to meetings, emails, or telephone calls.

**TASK 16: Attend Public Meetings/Hearings on the Project.**

The Consultant will attend up to four (4) public meetings (including study sessions) to cover the Jurupa Valley Planning Commission and City Council. The Consultant will attend each meeting and be responsible for making a power point presentation and responding to questions raised during the public meetings and/or hearings as directed by City staff. If additional public hearings are required, the Consultant will be paid on a time and material basis as per the fee schedule submitted as part of the Consultant’s proposal.

**Deliverables:**

- The budget shall accommodate up to four (4) public meetings.

**TASK 17: Project Close-Out.**

The Consultant shall prepare and collate a complete EIR administrative record for transfer to the City to commemorate project completion.

**Deliverables:**

- Three (3) copies in a 3-ring binder and three (3) CDs which include relevant documentation related to the Project EIR preparation process.

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**IV. SCHEDULE**

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It is the City of Jurupa Valley's desire to complete the EIR in an expeditious and efficient manner while ensuring that CEQA requirements are met. The City's expectation for this Project is up to 6 months or sooner. Please note that maximum 6 month time frame includes all CEQA required review periods.

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**V. BUDGET CONSIDERATIONS**

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The Consultant shall submit a budget that reflects the level of work necessary to complete the Tasks as described in this RFP. The budget shall encompass all aspects of the work reflected in the budget and shall be all inclusive. The Consultant shall acknowledge that the proposed budget reflects a "not-to-exceed" amount. There is no pre-determined budget amount established for this project. The budget shall include a 10% contingency and include a fee schedule for hourly rates and reimbursable expenses.

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**VI. EVALUATION AND SELECTION PROCESS**

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All firms that were sent this RFP were selected from the Riverside County's Environmental Consultant list dated July 1, 2013. Thus, all firms are deemed to be "pre-qualified" in terms of general experience and a Statement of Qualifications and/or marketing material **are not** to be submitted.

The proposals will be evaluated based on the following criteria specific to the needs of the City of Jurupa Valley for this project:

- 1. Understanding and Approach to the Project and Scope of Services:** How the Consultant will approach the project, implement quality control measures, ensure delivery of a quality product on time and within budget, and to ensure that the EIR reflects the independent judgment of the City.
- 2. Local Experience:** The firm's local experience in preparing environmental document in the City of Jurupa Valley area or Riverside County for a project of similar size and scale.

**3. Experience and Time Commitment of Key Personnel:** Who will work on the project? How much time will they commit to this project?

**4. Ability to Meet Project Schedule:** Does the firm have the resources to be flexible and adaptable in meeting an expedited time schedule?

**5. Acceptance of the Terms in the City's Standard Consultant Contract.**

The City will negotiate the final terms with the selected firm with final approval of a contract by the City of Jurupa Valley City Council.

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**VIII. PROPOSAL SUBMITTAL REQUIREMENTS**

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Please format your proposal as follows:

I. Understanding and Approach to the Project and Scope of Services.

II. Local Experience.

III. Experience and Time Commitment of Key Personnel.

IV. Ability to Meet Project Schedule.

V. Budget.