



REQUEST FOR SERVICES

Ballona Wetlands Ecological Reserve Hydrology and Engineering Design Analysis and Permit Assistance

February 8, 2010

Contract Type: Engineering Professional Services

Scope: Provide hydrology analyses, engineering design and documentation and related services for the proposed wetland restoration design of the Ballona Wetlands Ecological Reserve in Los Angeles. Technical studies, evaluations, and designs will be of sufficient detail to support completion of a project level EIR/EIS and preparation and processing of a Section 408 permit through the Army Corp of Engineers.

Submittal Deadline: February 29, 2012

Proposals should be submitted electronically in adobe acrobat format and must be received at the Conservancy by February 29, 2012.

Contact: Mary Small, California Coastal Conservancy, msmall@scc.ca.gov

I. PURPOSE

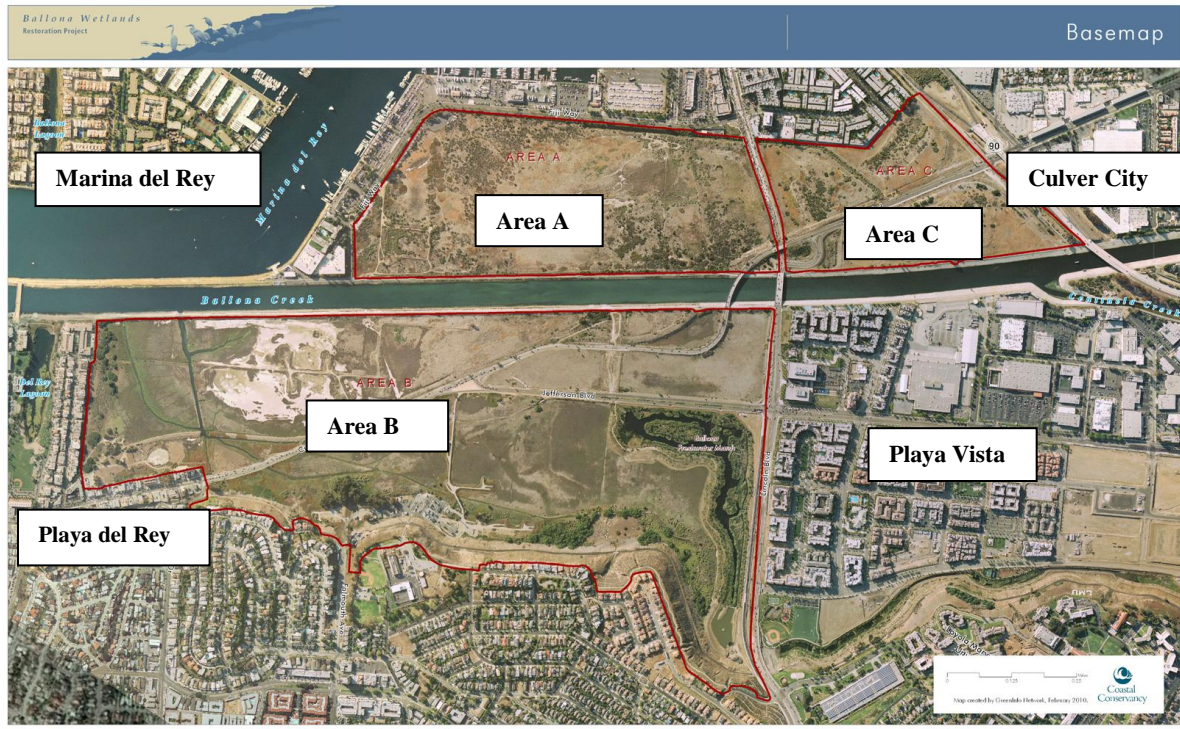
The State Coastal Conservancy (“Coastal Conservancy”) is seeking a qualified consultant, or consultant team, to provide hydrology analyses, engineering design, and documentation evaluations and related services for the proposed wetland restoration design of the Ballona Wetlands Ecological Reserve in Los Angeles. Technical studies, evaluations, and designs will be of sufficient detail to support completion of a project level EIR/EIS and preparation and processing of a Section 408 permit, pursuant to 33 U.S.C 408, through the Army Corp of Engineers.

Selection of the consultant will be based upon a “Qualifications Based Selection” (QBS) process with an emphasis placed on the proposal’s ability to demonstrate understanding of the project and required permitting, familiarity with the project vicinity, experience with partner and permitting agencies, and relevant experience, which will result in the “Best Value” to the project. The consultant team will be expected to provide high quality work products throughout a very aggressive project schedule and will work under contract to the Coastal Conservancy.

II. PROJECT DESCRIPTION

The project site is a 600-acre property on both sides of Ballona Creek in Los Angeles. The property is owned by the California Department of Fish and Game (DFG) and the State Lands Commission (SLC). It is managed by DFG as the Ballona Wetlands Ecological Reserve

Project Location



(BWER). The project site is completely surrounded by urban development. Major infrastructure including roads, utilities, and a flood control channel transect the site. The Ballona Wetlands Ecological Reserve provides habitat for some sensitive species and significant cultural resources are believed to exist on the site. It is estimated that the Ballona Wetlands once occupied more than 2000-acres at the mouth of Ballona Creek, and though the site has been dramatically altered, it remains one of the largest and best remaining opportunities to restore coastal wetland habitat in southern California. The site provides scenic open space in the heart of Los Angeles County.

A Project Management Team (PMT) comprised of staff from the Coastal Conservancy, the Santa Monica Bay Restoration Commission (SMBRC), the Santa Monica Bay Restoration Foundation (SMBRF), the Department of Fish and Game (DFG), the State Lands Commission (SLC), Los Angeles County Department of Public Works (LA County DPW), the US Army Corps of Engineers (USACE), and other agency staff will oversee the project. The consultant team will be expected to coordinate closely with the Project Management Team and partner agencies.

The Coastal Conservancy has been working in partnership with the DFG, SLC, SMBRC, SMBRF and others since 2005 to develop a restoration plan for the Ballona Wetlands. The Coastal Conservancy and its partners have completed a restoration feasibility report, developed conceptual restoration plans and completed several other technical reports related to this project. The most recent project refinements were presented to the project’s Scientific Advisory Committee and the public on January 23, 2012. Project documents are available at www.ballonrestoration.org.

The proposed restoration project is a long-term, science-based plan to restore ecological processes and to create a resilient and dynamic ecosystem by reconnecting the site to the ocean and the creek. The proposed project involves the removal of both the north and south levees of the Ballona Creek flood control channel levees to restore the coastal marsh between the existing Marina del Rey and the Westchester Bluffs, west of Lincoln Boulevard.

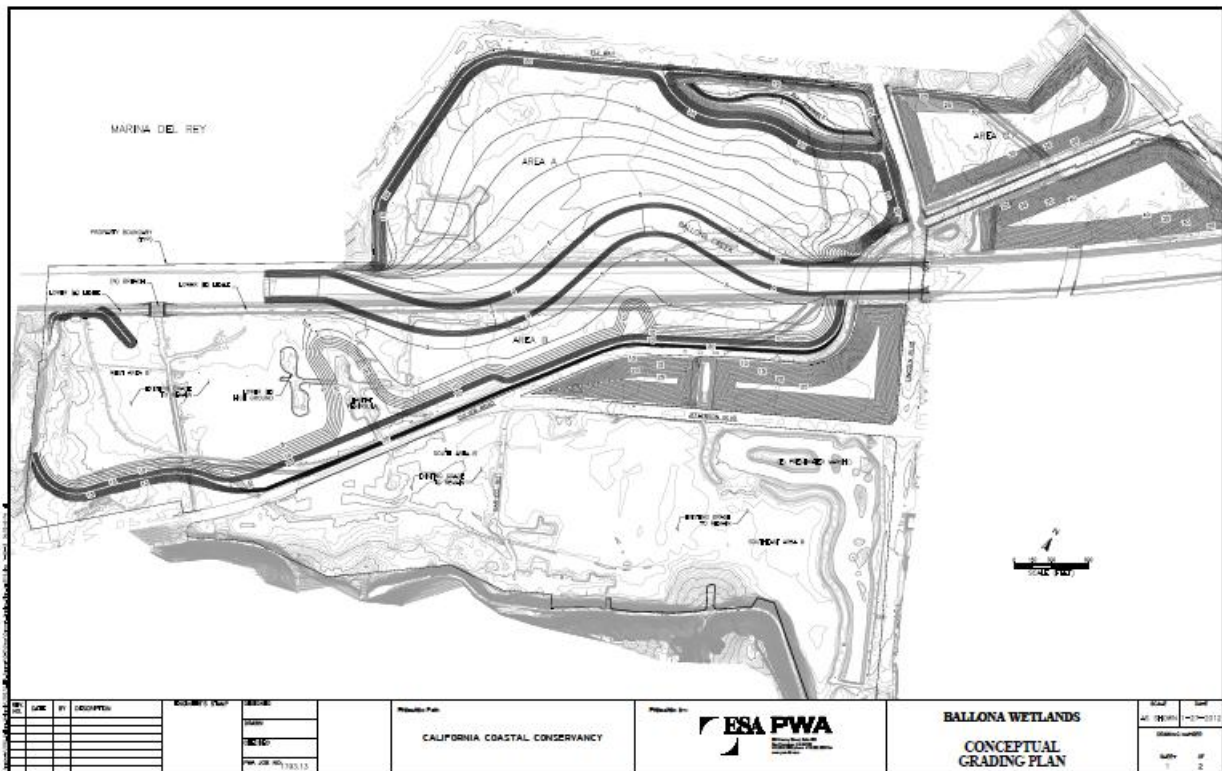
Conceptual Plan of Proposed Project



Due to the significant construction costs, infrastructure constraints, and the desire to implement the project using adaptive management, the restoration project will be implemented over several years.

The PMT plans to complete a detailed project level environmental analysis of the entire restoration project. In order to complete the environmental analysis required under the National Environmental Policy Act (NEPA) and the California Environmental Quality Act (CEQA) and to apply for permits to implement the project, detailed technical work must be completed. This work will include detailed engineering design as well as hydrology, hydraulics, soils and geotechnical analyses, as well as an U.S. Army Corps of Engineers Section 408 permit for approval of modifications to the existing Ballona Creek channel and levee system, a USACE-authorized flood protection system.

Draft Conceptual Grading Plan



The Section 408 regulations require the following per USACE procedures and guidance:

1. A risk analysis including a hydrology & hydraulics (H&H) flood risk & uncertainty (R&U) analysis, which requires a probabilistic analysis of uncertainties in H&H calculations for a full range of possible flood events
2. Pre-construction engineering analyses and design development per USACE procedures, which may include development of final engineering plans and specifications.

The Los Angeles County Department of Public Works will serve as the Section 408 permit applicant.

III. SCOPE OF WORK

This scope of work reflects the Conservancy's current expectations. Proposals should acknowledge these expectations, and suggest changes or refinements as appropriate. Consultants are encouraged to provide alternative ideas and suggestions throughout the proposal, based on experience with other projects. The essential factor is to produce work products in support of an environmental document and permit applications that are legally defensible and achieve meaningful results that will enable enhancement of the Ballona Wetlands Ecological Reserve.

It is anticipated that the role of the consultant team will be an extension of the Project Management Team and its restoration project coordinator. The consultant team is expected to keep an open dialogue and closely coordinate with the restoration project coordinator, other technical consultants (civil, geotechnical, and traffic engineers, EIR/S consultant, etc.) and Project Management Team. The consultant team will work very closely with the restoration project coordinator and Project Management Team in carrying out the scope of work. The consultant will be expected to coordinate with all other members of the consultant team to maximize economies of scale in the preparation of their work products and in support of the EIR/S and 408 permit application.

The following is a summary of the expected scope of work:

1. Hydrologic and geomorphic analyses including a flood hydrology & hydraulics risk & uncertainty analysis according to USACE procedures for the USACE Section 408 submittal and environmental review.
2. Sediment transport analyses, analysis of the restored Ballona Creek channel dynamics and scour potential.
3. Long-term sediment budget analysis for the wetland restoration, including watershed and near-shore coastal sediment processes.
4. Provide restoration design services for refinement of the project description, development of the preliminary, intermediate, and final engineering design for the restoration civil engineering design component. This civil design component portion of the restoration design components will include the wetland grading plan, tidal channel excavation, levee breaches, flood control levees, and seasonal wetlands.
5. Provide restoration civil engineering design development for project elements related to restoration hydrology and geomorphology, including wetland and channel grading and flood protection levee hydraulic design criteria and civil design of flood control levees to achieve adequate flood control consistent with USACE and LA County standards and requirements. Coordination with the other consultants including the selected civil engineering firm on the design of the levee breaches, bridges, circulation and infrastructure elements, and construction master-planning is expected.
6. Water and sediment quality analysis and design services, and a sediment sampling plan recommendations to meet sediment characterization requirements for USACE and LA Regional Water Quality Control Board permitting and support EIR/EIS analysis.
7. EIR/S Technical Support: including refined project description and hydrology impact analysis.
8. Design coordination, local agency coordination and EIR/EIS review and document processing.
9. Provide permit processing and coordination for the Section 408 permit.

10. Provide permit processing and coordination support for local agencies including preparation of applicable water and sediment quality permit applications.
11. FEMA Conditional Letter of Map Revision support.

Principal design components will involve:

1. Development of the civil engineering design for the restoration and hydraulic and flood protection design criteria.
2. Restoration design specifications, and components including the wetland grading plan, tidal channel excavation, levee breaches, flood control levees, and seasonal wetlands at both the preliminary and final design levels.
3. Development of design specifications for water and sediment quality management and monitoring during construction.

Items to be Addressed in Consultant Scope

- The design services required for the project provide a project level EIR and to meet the USACE Section 408 permit requirements, as well as requirements from other reviewing agencies, will be developed at the following design levels: 30% or preliminary design, 70% design documentation and 100% full construction documents.
- As part of their scope of work the consultant shall prepare a narrative/report describing their understanding of the project, relevant past work completed on the project site as appropriate, their methods, the major deliverables produced, implementation/phasing strategies, impacts identified during their analysis, and recommended mitigation measures to address any potentially significant impacts.
- Reports shall include both an executive summary and a conclusions section.
- The consultant shall work with Project Management Team staff to develop implementation strategies and mitigation measures for impacts identified in the course of its work.
- Recommended mitigation measures shall articulated specific performance criteria that would ensure that adequate mitigation measures are eventually implemented.
- Reports shall also identify methods for monitoring suitable for inclusion in the EIR/S's mitigation monitoring program.
- The complex nature of the project requires that the scope of work include sufficient time for meetings and work sessions with the Project Management Team and agency staff. A minimum of weekly meetings with PMT staff and twice monthly meetings with the PMT and Agency staff are anticipated.
- The scope should clearly describe the amount of coordination, number of document revisions, and response time anticipated in responding to comments for each deliverable. Multiple rounds of comments and revisions per deliverable are anticipated.
- A project schedule should be prepared using Microsoft Project, or suitable equivalent. The consultant shall proceed according to a schedule to be mutually agreed upon in order to accomplish completion of the draft EIR/EIS & 408 application package no later than December 2012. Completion of the contract would be upon issuance of the 408 permit with an expected issuance at the end of 2013.

- The consultant's schedule shall demonstrate how the its overall schedule would proceed in coordination with the scopes of other technical consultants and with the major milestones necessary to complete the draft EIR/S & 408 application package.
- Scopes shall assume that any waste or excess material created during physical investigations of the site will be disposed of by the consultant and not the land owner.
- It is the Conservancy's expectation that the consultant will take a primary role in the preparation and presentation of material and visual aids for its work in all public forums, workshops, meetings and hearings.

Deliverables

- All internal/administrative review documents shall be formatted for Microsoft Word for ease of review, comment and revision.
- All final documentation submitted shall be delivered as both hard copy and on CD-ROM or an approved alternative. Electronic final reports shall be formatted for Microsoft Word and in PDF format as print-ready documents including all figures and appendices.
- The reports shall be printed on 8 ½" x 11" recyclable paper (the use of post – consumer/recycled content paper is encouraged), except for larger foldout plans, which may be printed on 11" x 17" paper, and design and construction plans.
- Graphics shall be color but designed in such a way that their meaning is retained when reproduced in black and white.
- All databases and spreadsheets shall be provided in a format compatible with current version of software (Excel).
- The consultant shall provide 10 bound hard copies and one unbound copy of the final report for distribution to lead and responsible agencies.
- The consultant shall not finalize (i.e., sign and stamp) reports without the written approval of the project manager.

IV. SUBMITTAL REQUIREMENTS

1. Proposed scope of services, understanding of the proposed project, approach to the project and relevant experience.
2. Proposed schedule for completion of each task, including list and timing of deliverables. Specifically indicate any deviations from the proposed schedule of deliverables listed in the Scope of Work. The project schedule should assume the completion of the draft EIR/EIS & 408 application package no later than December 2012. Completion of the contract would be upon issuance of the 408 permit expected at the end of 2013.
3. Personnel to be assigned to each task and level of effort anticipated. Resumes of key personnel should be attached in an appendix.
4. Proposed budget and schedule. Project costs for each of task should include all anticipated costs and identify person-hour billing rates for specific staff.
5. Any other relevant information that will enable an accurate assessment of your firm's capabilities.

Submittals must be emailed to msmall@scc.ca.gov by 5pm on February 29, 2012.

V. SELECTION CRITERIA

The Conservancy may request supplemental information and will conduct interviews with at least three firms/teams. Potential contractors will be ranked based on the following criteria, which will be weighed according to the nature of the project, the needs of the Conservancy, and the complexity and special requirements of the project.

1. Demonstrated competence, including the firm/team's past experience with similar projects; the education and experience of key personnel, including principals to be assigned and the proposed level of their participation; the firm/team's capability to adequately analyze the project; the firm/team's ability to meet the project schedule; the longevity of the firm(s) and amount of staff turnover; and the nature and quality of the firm(s)'s past completed work.
2. Specialized qualifications for the services to be performed, including but not limited to:
 - a. Preparation of certified hydrology/hydraulic and restoration design analyses to meet USACE approvals.
 - b. Demonstrated experience preparing effective FEMA flood studies.
 - c. Ability to perform integrated analyses of watershed (fluvial), estuarine, and coastal processes as required for the Ballona Wetlands Restoration.
 - d. Experience performing hydrology/hydraulic and restoration design analyses in coordination with environmental review and engineering teams.
 - e. Experience performing water and sediment quality analyses to meet USACE and LARWQCB permit requirements.
 - f. Demonstrated experience in hydrology/hydraulic and restoration design analyses for large-scale wetland restoration projects with a range of habitats.
 - g. Ability to provide technical support and expertise for coordination with multiple project stakeholders, the USACE, LA County, other regulatory agencies, and public.
3. Small business status of the contractor submitting a statement of qualification.
4. Disabled Veteran Business Enterprise (D/VBE) status of the contractor submitting a statement of qualification.
5. The good faith effort of the contractor to subcontract with D/VBEs as set forth in Public Contract Code Section 10115.

Members of the Project Management Team will assist the Coastal Conservancy in the evaluation of proposals and selection of consultant. The consultant will be hired under contract to the Coastal Conservancy. The Conservancy will attempt to negotiate a contract with the best qualified firm/team at compensation, which the Coastal Conservancy determines is fair and reasonable to the State of California. If the Coastal Conservancy is unable to do so, negotiation with that firm/team will be terminated and negotiations will then proceed in the same manner with the other firms/teams on the list in order of ranking. If the Coastal Conservancy is unable to negotiate a satisfactory contract with any of the selected firms/teams, the Coastal Conservancy may select additional firms and continue the negotiation process.

The consultant will be paid for its actual time and expenses up to the amount provided for each task in the final project budget. Billing rates should be guaranteed for the life of the contract. The consultant should anticipate that ten percent (10%) will be withheld until all work is completed to the satisfaction of the Coastal Conservancy. The Coastal Conservancy must also approve all interim work products before payment.

Qualifications submittal deadline <i>Submittals must be emailed to msmall@scc.ca.gov</i>	February 29, 2012
Consultant Interviews (in Los Angeles)	mid - March
Contract Awarded	late March/early April