

Hayward Executive Airport Request for Qualifications

The City of Hayward, California, is seeking qualified firms to submit proposals for the completion of an Environmental Assessment, development of plans and specifications, and definition of mitigation steps necessary to allow future placement of a portion of open creek channel known as "Sulphur Creek", into enclosed culverts within Airport property. Interested firms shall submit three copies of their proposal no later than 5:00 PM, Friday, October 15, 2010, to Mr. Lloyd Partin, Airport Manager, 20301 Skywest Drive, Hayward CA 94541. Selection will be made, based upon qualifications and experience dealing with complex water and other environmental issues within California, and in accordance with FAA Advisory Circular 150/5100-14D.

The City of Hayward reserves the right to cancel any or all proposals without notice. The Airport area(s) requiring culverting are covered under federal grant assurances and jurisdiction, requiring interaction and coordination with the Federal Aviation Administration (FAA) San Francisco Airports District Office located in Burlingame CA. Parties submitting proposals shall be prepared to perform all work in accordance with FAA policies and guidelines. The following tasks are provided as a sample guide to accomplish the project objectives. The services provided by the consultant shall include, but are not necessarily limited to the following items. The final scope of work, schedule, and cost for services will be negotiated upon selection of the most qualified firm, and subject to the availability of federal grants. Strong consideration will be placed upon proposals submitted by local environmental and engineering firms with demonstrated experience working directly with the San Francisco Regional Water Quality Control Board, US Fish and Wildlife, California Department of Fish and Game, and United States Army Corps of Engineers for streambed alteration projects within the Bay Area region of California. Proposals shall include a detailed timeline and narrative related to meeting the projects goals and specifications.

Discussion:

The FAA's Runway Safety Action Team has recommended that an open portion of Sulphur Creek (approximately 412 linear feet) that transects the airfield's runway and taxiway area be culverted or covered by a load bearing drain grate.

Proposed Scope of Work for the Airfield Culvert Project along Sulphur Creek

- Environmental Assessment to meet National Environmental Policy Act (NEPA) compliance in accordance with FAA guidelines,
- California Environmental Quality Act (CEQA) compliance, Actual scope TBD
- Protected Species Assessment
- Environmental permitting; and
- Preparation of plans and specifications and cost estimates for construction for construction of improvements.

Task 1: NEPA Compliance

Consultant will prepare an environmental assessment of the site, along with appropriate documentation to comply with NEPA in accordance with FAA guidelines, FAA Executive order 5050.4(b). It is anticipated that this project will meet the criteria for preparation of a Categorical Exclusion in accordance with FAA guidance under the Facility Siting, Construction, and Maintenance category; however, Extraordinary Circumstances (FAA Order 1050.1E paragraph 304), including impacts to jurisdictional wetlands and potential impacts to state and federally protected species, will need to be addressed (see Tasks 3 and 4).

All documents prepared for submittal to FAA for NEPA review will be prepared in accordance with FAA guidelines, including FAA Order 1050.1 E, FAA Order 5050.4B, and the *Environmental Desk Reference for Airport Actions* (October 2007). Consultant will participate, as necessary, in coordination efforts with the FAA regarding its review and approval of the recommended method to achieve NEPA clearance, from Categorical Exclusion to a complete Environmental Assessment.

Task 2: CEQA Compliance

The chosen consultant will prepare all necessary documentation to comply with CEQA. It is anticipated that the project does not meet the criteria for a Categorical Exemption under Article 19 of the CEQA Guidelines. The consultant will review the classes of Categorical Exemptions (Sections 15300 to 15332 of the CEQA Guidelines) to determine which class(es) may apply to the proposed project. If applicable, the consultant will prepare a Notice of Exemption to be filed by the City of Hayward/Hayward Executive Airport.

Task 3: Protected Species Assessment

Based on client-provided information, potential habitat for California red-legged frog, California tiger salamander, and burrowing owl is located at Hayward Airport. For the purpose of this proposal, it is assumed based on the size, scope, and location of the proposed project, that these species would not be affected by the culvert project. The chosen consultant will conduct a site assessment and early evaluation in accordance with US Fish and Wildlife Service guidelines, including field surveys, to determine whether these species are likely present in the project area. A report summarizing the protected species assessment will be prepared to support NEPA and CEQA documentation.

US Fish and Wildlife Service and California Natural Diversity Database lists will be reviewed to determine other protected species that may potentially occur in the project area; however, at this time it is assumed that preliminary surveys will only need to be conducted for California red-legged frog, California tiger salamander, and burrowing owl.

Task 4: Environmental Permitting

The consultant will prepare, for submittal by the Hayward Executive Airport, permit applications for acquisition of the following permits:

- Section 1602 Streambed Alteration Agreement (California Department of Fish and Game)
- Section 401 Water Quality Certification (San Francisco Bay Regional Water Quality Control Board- RWQCB)
- Section 404 (US Army Corps of Engineers)

Based on client-provided information, it is assumed that the portion of Sulphur Creek that is the subject of the proposed project is jurisdictional waters of the US under Section 404 of the Clean Water Act. The consultant chosen to complete the task, will conduct a field survey to collect data needed for completing the above permit applications. It is anticipated that the project may possibly meet the criteria for a Section 404 Nationwide Permit, but the actual size and scope of the project needs careful evaluation to make that determination. The consultant shall assist with agency coordination necessary to obtain any and all permits.

Since the extent of wetland impacts is unknown at this time, mitigation requirements are also unknown, however, early discussion with San Francisco Bay Regional Water Quality Control Board, indicated the possibility of accepting streambed enhancement, in exchange for the streambed alteration by enclosure. The successful consultant would need to coordinate with the RWQCB to determine an acceptable mitigation for this project. Outside of use of a mitigation bank, other mitigation measures other than streambed enhancement; are unclear at this time. The consultant shall prepare recommendations and a plan of action to be included within this scope of work. Consultants shall identify potential locations throughout Alameda County where existing creek channels might meet mitigation criteria necessary for daylighting up to 1500 LF of already enclosed channel.

Task 5: Preparation of Plans and Specifications

The consultant should include in the Scope of work, costs related to a kick-off site visit at the airport to verify site conditions and to collect required data. The City of Hayward will provide topographic maps in digital format (DTM), geotechnical investigation report, aircraft loads, and other pertinent information wherever available.

Preliminary mitigation plans will be discussed between the consultant and City as they develop. The consultant shall prepare to 90% completion, all plans and specs for the mitigation efforts 25% construction drawings and specifications will be prepared to show the proposed project elements including the culverts and drainage improvements. The preliminary drawings will include plans, profiles, typical sections and details of the proposed improvements as required for technical review. The proposed culverts will be reinforced concrete box structures. The design will include the necessary grading improvements for the project site and provide for adequate drainage. A preliminary

construction cost estimate will be prepared based on the preliminary design, local conditions and vendor information.

Upon approval of the preliminary 25% PS&E by City, State, and FAA, a 90% PS&E (Plans, Specifications, and Estimate) will be prepared. The 90% PS&E will include plans, profiles, typical sections and details of the proposed improvements of the project as required for construction. The 90% PS&E will be prepared in accordance with the Caltrans Standard Specifications 2006, Caltrans Standard Plans 2006, City of Hayward Standard Provisions Boiler Plate and City of Hayward Standard Details 2008.

After a review of the 90% PS&E by the City of Hayward, the 100% PS&E will be prepared and resubmitted for final approval.

Upon approval of the 100% PS&E by the City of Hayward, Final PS&E documents will be prepared and sent to the City for distribution as part of the bid documents.

Consultant will provide an electronic copy of the PS&E in PDF format plus electronic copies of all the supporting CADD, Word and Excel files in their original format. All deliverables will be electronically submitted to the City via e-mail or FTP site and no hard copies.

Schedule for Services

Tasks will be performed according to the final schedule agreed upon by City and consultant. Proposer shall include a detailed schedule for this project with submittal. Revised proposals shall include a project schedule presented chronologically from date of Notice to Proceed (NTP) to completion contract terms. Schedule shall not include time for City, State, Federal, or other agency reviews.

Selection Criteria

Proposals will be scored based on the following total cumulative score rating:

- Recognition of overall concepts, objectives, potential problems, and sponsor concerns (20%)
- Familiarity with and proximity to the geographic location of the project (20%)
- Capability to perform all aspects of the project and recent experience with airports in comparable size and nature to the proposed project (10%)
- Key personnel who will be assigned to the project and their professional qualifications and experience and availability for the proposed project (10%)
- Current workload (number and location of current master plan projects); firm's ability to meet schedules and/or deadlines (10%)
- Ability to attend meetings on short notice and or timely manner (10%)
- Senior individual responsible for delivery of services (10%)

- Quality and appropriateness of proposer's work plan (10%)

Public Works at its sole discretion may elect to conduct oral interviews with the top ranked proposals (three minimum). Should interviews be conducted, proposers will be evaluated according to the following criteria:

- Presentation (50%)
- Responsiveness to direct questions (50%)

If you have any questions or require clarification regarding this proposal, please call (510) 293-8678.

Lloyd Partin
Airport Manager, CM, CAE
Hayward Executive Airport