

## San Clemente Environmental On-Call RFQ Questions and Answers:

Q1: Is this an existing on-call? If so, who are the incumbents?

A1: There is not an existing on-call, we are hoping to establish one.

Q2: Is there an estimate contract value?

A2: There is not a specific estimate, we want to establish the list and then be able to have contracts with different consultants depending on projects as they come up.

Q3: How much work does the City anticipate will come out of this contract?

A3: This is difficult to answer, as of right now we are a busy planning division in a Southern California coastal city, there are projects that regularly come up that need CEQA review and analysis. We are looking for the ability to just call up a consultant or two, depending on the situation, and be able to have project specific proposals quickly to keep projects moving.

Q4: Does the Planning Division have a listing of recently completed, approved, and proposed development projects (e.g., a "Build-Out Listing"), and if so can the current listing be provided?

A4: Please refer to the quarterly projects report, which probably gives the best perspective on what we do regularly. We prepare this report for our Planning Commission each quarter to fill them in on whats been going on in the Division.

Q5: Does the Planning Division either (1) prepare, or (2) review CEQA and CEQA-related documents on behalf of the Public Works Department or the Beaches, Parks and Recreation Department? Would the selected consulting firms for the on-call contract be expected to work on projects for the Public Works Department or the Beaches, Parks and Recreation Department? If so, what proportion of the Division's efforts are dedicated to both types of services (preparation and review) for each of these Departments?

A5: Yes, the Planning Division has (1) prepared and (2) reviewed CEQA documents for Public Works or Beaches, Parks and Rec. in the past, we have worked in partnership with them on projects, for example the remodel to the Ole Hanson Beach Club was a joint project between Public Works and Community Development and an ND was prepared by staff. These types of projects are rare and not typical, so there is not a quantification of how much effort is dedicated to these types of projects, but staff is assigned to them as needed, typically at least the City Planner. Projects could be prioritized if necessary either for preparation or review, for example the Beach Club was a high priority project for the City Council and therefore prioritized by staff as such to prepare the document.

Q6: If the Planning Division does not prepare or review environmental review documents for the Public Works Department or the Beaches, Parks and Recreation Department, what types of “City-Initiated” development projects would be anticipated to require environmental review over the course of the next five years?

A6: It is anticipated that some City facilities will be redeveloped in future years, for example the Marine Safety Building. There is also the potential for the City to initiate General Plan or Zoning Amendments that could require CEQA documents, for example, an Addendum to the General Plan EIR could be necessary, perhaps for example an update to a General Plan element, or Climate Action Plan Update or a Zoning Update, these could be things that come up in the next five years.

Q7: For the next five years, what is the estimated proportion of private development applications anticipated to be received by the Planning Division for: (1) residential development; (2) commercial development; (3) business development; (4) industrial development; (5) mixed use development; (6) other (please specify)?

A7: We don't have estimates for different types of development over the next five years. It is anticipated that we could continue to receive a steady stream of development projects and have some each year that would require additional CEQA work (other than the majority of projects with a typical exemption) where we would need an environmental consultant. The purpose of the on-call list to be created by this RFQ is to speed up the process to bring on an environmental consultant when those projects are submitted in the future.

Q8: Local Coastal Program. What is the status of the CCC's review of the City's Draft LUP, as well as the status of the City's Draft IP?

A8: The Coastal Commission approved the City's LUP at the August 2018 Coastal Commission Meeting. The IP is being drafted and is currently in process internally. The schedule for the IP is that it would be submitted to the Coastal Commission by the end of 2019 after public review and public hearings at the City in 2019.

Q9: Can you please clarify that the information requested in the Cover Page should be separate from a Cover Letter? (Should we treat the Summary as the Cover Letter?)

A9: Yes, please just include a Cover Page with the requested info. Then the Summary can be the Cover Letter, that works for us.

Q10: Would you like full resumes for key personnel included in an appendix, in addition to their experience summary as asked in Item 4) Team Description?

A10: It is not required to include the full resumes in an appendix, that is optional for you if you would like to provide the additional information. The 4) Team Description should be sufficient to include a summary of education and experience of the key personnel.

Q11: In Item 5) Fee Schedule, the City states "Include the cost to respond to requests by the City to provide services ..." Can you please provide a bit more clarification as to what exactly the City would like to see in our response to this request? We currently interpret this as the City requesting approximate fee ranges for the various documents/studies that we could be asked to prepare/conduct, but we would like to confirm.

A11: Yes, confirmed a fee schedule or range of the various requests for different types of services such as preparing or reviewing documents/studies as listed in 3) background and experience would be helpful.