



**QUESTIONS AND ANSWERS FOR REQUEST FOR PROPOSALS FOR
PLANNING DIVISION ON-CALL DEVELOPMENT PROJECT PROCESSING AND ENVIRONMENTAL
REVIEW SERVICES**

Dated February 22, 2023

Q1. Thank you for inviting Raney to submit on the RFP for Planning and Environmental Review Services. Are consulting firms required to provide all services outlined on page 9 of the RFP or is it possible for firms to provide one or more services? For example, could a firm be awarded a contract to provide environmental review and CEQA/NEPA documentation preparation services, but not the remaining services, such as entitlement review services for development applications?

A1. Consulting firms need not provide all of the services outlined either for CEQA services, or Project Processing. Proposals should be clear in what services can be provided to the City. Since the City will be selecting multiple consultants, we will not require that each consultant be able to provide all the services we are seeking.

Q2. This RFQ is for an on-call contract and as such it is impossible to estimate how many projects and of what size may come through this agreement. Is it sufficient to supply a list of rates by staff category, or were you expecting something else?

A2. A list of rates by staff category is sufficient.

Q3. Can the City provide the firms currently on the lists for development project processing and environmental review?

A3. DEVELOPMENT SERVICES CEQA ON CALL CONSULTANTS

- | | |
|---|--|
| 1. Ascent Environmental
455 Capital Mall, Suite 300
Sacramento CA, 95814
Pat Angell, Senior Director
pat.angell@ascentenvironmental.com | 2. De Novo Planning Group
1020 Suncastr Lane, Suite 106
El Dorado Hills, CA 95762
Beth Thompson, Principal
bthompson@denovoplanning.com |
| 3. Dudek
1102 R Street
Sacramento CA, 95811
Christine Kronenberg, Project Manager
ckronenberg@dudek.com
Frank Dudek, President | 4. Michael Baker International (MBI)
2729 Prospect Park Drive #220
Rancho Cordova, CA 95670
Tom Tracy, Associate Vice President
Direct: 916-361-8381
ttracy@mbakerintl.com |

5. Raney Planning and Management
1501 Sports Drive
Sacramento, CA 95834
Cindy Gnos, Senior VP
cindygnos@raneymanagement.com
6. AECOM
2020 L Street, Ste 400
Sacramento, CA 95811
J. Matthew Gerken, AICP
Matthew.Gerken@aecom.com
7. PlaceWorks
101 Parkshore Drive, Ste. 112
Folsom, CA 95630
Mark Teague, AICP
mteague@placeworks.com

DEVELOPMENT SERVICES ON CALL PLANNING CONSULTANTS

1. Michael Baker International (MBI)
2729 Prospect Park Drive #220
Rancho Cordova, CA 95670
Tom Tracy, Associate Vice President
ttracy@mbakerintl.com
916-361-8384
2. Stevenson, Porto & Pierce, Inc. ("SP2, Inc.")
5519 Ayon Avenue
Irwindale, CA 91706
Michael Porto, Principle
Mike@sp2inc.com
3. Willdan
2401 E Katella Avenue, Suite 300
Anaheim, CA 92806
Daniel Chow, President
dchow@willdan.com
4. Ascent Environmental
455 Capital Mall, Suite 300
Sacramento CA, 95814
Pat Angell, Senior Director
pat.angell@ascentenvironmental.com
5. AECOM
2020 L Street, Ste 400
Sacramento, CA 95811
J. Matthew Gerken, AICP
Matthew.Gerken@aecom.com
6. PlaceWorks
101 Parkshore Drive, Ste. 112
Folsom, CA 95630
Mark Teague, AICP
mteague@placeworks.com

Q4. As a sole proprietor, I have managed preparation of many EIRs and other large projects, where I hired a variety of tested technical specialists with whom I have formed successful relationships over the past two decades and more. Some of my EIRs have been legally challenged, and all have withstood the legal scrutiny. Nonetheless, some cities and counties have a clear preference for larger firms with deep benches of professionals on staff. If the City would be less inclined to work with a sole proprietor, please let me know this up front so I can save us both some time.

A4. The City does not less inclined to working with sole proprietors.

Q5. Although I have prepared hundreds of CEQA and NEPA documents for a large number of California cities and counties, the vast majority of my project work has been in the San Francisco Bay Area, and I have no experience in Elk Grove. Would the City be disinclined to hire a consultant with no experience in the area?

A5. The City is not disinclined from hiring a consultant with no experience in the area. We will review all qualifications against the CEQA needs of typical projects in the City.

Q6. The City's insurance requirements include professional liability with coverage of \$2 million per occurrence and \$2 million in the aggregate. Is the City flexible on this? I meet or exceed the general commercial liability and auto liability requirements and I have professional liability with coverage of \$1 million per occurrence and \$2 million in the aggregate. As it is, I spend thousands of dollars a year for insurance that makes no sense for the planning-level of services that I provide. Professional liability is intended for architects and engineers who design buildings and structures that could fail. There is really no good reason for an environmental planner to carry this kind of insurance, and boosting my coverage will add significantly to what is already quite a burden for a one-man shop. If the City would not consider a waiver on these coverage limits, that would likely dissuade me from submitting a Statement of Qualifications (SOQ).

A6. Based on the varied tasks the consultant may be assigned, including environmental review associated with CEQA, \$2 million of Professional Liability coverage is appropriate

Q7. Once the City has selected consultants for its on-call services lists, are individual project contracts awarded based on competitive bids, on a rotating basis, or on some other basis? If they are based on competitive bids, does the City restrict the number of firms invited to bid, or is it open to all firms on the City's approved consultant list?

A7. Individual contracts are awarded based on coordination with project proponents. A project proponent may request that the City seek competitive bids from all on-call firms, or a more refined list of firms at the proponent's request. Final selection is based on project proponent coordination with City staff.

Q8. Do you require an actual estimate of fees, e.g., for completing an EIR, or can we provide our overall work plan for environmental services in conjunction with our fee schedule? Since environmental review services can vary so greatly, it would be challenging to provide a meaningful cost estimate.

A8. An overall workplan for environmental services along with a fee schedule is sufficient.

Q9. Qualifications and Experience - Should consultants provide an organizational chart for our project team?

A9. An organizational chart is not necessary but will be reviewed if submitted.

Q10. Work plan – Can the City clarify what information consultants should provide in this section given that there is no specific project being addressed in this RFQ?

A10. Consultants should provide a summary of how they will utilize resources to fulfill the responsibilities outlined in the Scope(s) of Work.

Q11. Supportive Information and References - Can we provide resumes of key staff in an appendix rather than in this section?

A11. Resumes of key staff may be provided in an appendix but should be property reference within the body of the proposal.

Q12. Supportive Information and References – The RFQ directs that contact names and phone numbers should be provided with each of the prior similar projects. Does the City also want additional references to be provided in this section?

A12. Additional references may be provided in this section but can also be provided as an appendix with proper reference within the body of the proposal.

Q13. Fee - Can the city clarify what information consultants should provide in this section given that there is no specific project scope or budget. Should consultants provide a Schedule of Charges instead?

A13. A fee schedule would be sufficient.

Q14. In the Scope of Work portion of the RFQ, starting on page 9 of 36, can the City clarify what information consultants should provide in response to the “Pricing for Services” discussion? As noted in the “Fee” question, there is no specific project being addressed for which a number of proposed hours for key staff can be determined.

A14. A fee schedule would be sufficient.