



CITY OF BISHOP

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Request For Proposals

Environmental Constraints Studies in Support of Affordable Housing

Release: 27 March 2008

Closes: 1 May 2008

Contact: David Grah, Director of Public Works

General: The City of Bishop requests proposals from consultants to identify environmental constraints to the development of affordable housing on undeveloped property within and adjacent to the city. The city has been awarded a \$35,000 grant through the California Department of Housing and Community Development (HCD) for the effort. The grant is a Community Development Block Grant (CDBG) from the General Planning and Technical Assistance (PTA) allocation. The grant requires a \$8,750 match from the city, bringing the total budgeted for the effort to \$43,750.

Background: The City of Bishop has a permanent population of about 3,500 and is located in a remote rural part of the State of California. The City's economic base is mostly recreation and government.

The City of Bishop is eligible for the CDBG PTA grant due to its Targeted Income Group (TIG) level identified in the Housing and Community Development Department's notice of funding availability and application package. This package identifies City of Bishop's TIG level as 53.5% and sets the threshold for grants as 51%.

Just under 600 acres of undeveloped land in and near the city has been identified that appears to have good potential for the construction of affordable housing. This land is shown on the attached map. Seventeen rough sub-areas are labeled with rough priority on this map. All of this land is owned by the Los Angeles Department of Water and Power (DWP) and could be released for development. Various discussions involving release of DWP land in the Bishop area are ongoing.

So that any eventual release and development of this land can be pursued effectively and appropriately from the start, environmental resources that could constrain development need to be identified now.

General Scope of Work:

1. Research and gather existing constraint data related to cultural resources. Consult with resource agencies and the Native American community for additional data. Perform field surveys to verify and refine data. Identify resources of significance and delineate areas needing further study.
2. Research and gather existing constraint data related to other resources including data from the National Wetland Inventory, California Natural Diversity Database, other sources including hazardous materials data sources, and from the city's existing 4 inch resolution orthoimagery. Consult with resource agencies for additional data. Perform field surveys to verify and refine data. Identify resources of significance and delineate areas needing further study.
3. Summarize data in narrative report format. Document resource types, distribution, and potential significance.
4. Provide data in electronic map format compatible with city's existing Geographic Information System (GIS). Copies of the existing GIS are available.
5. Provide data management guidelines to ensure sensitive resource data is properly secured.
6. Administer CDBG in accordance with HCD requirements.

Proposal: A qualifying proposal must include:

1. Brief description of firm, contact person, address, telephone number, and e-mail address.
2. Description of approach to work, of report and GIS products, and how proposed scope compares to general scope of work described in this RFP.
3. Resumes of staff involved.
4. Examples including projects, dates, and scope of similar work, especially on CDBG-funded projects.
5. Three references.
6. Proposed work schedule.
7. Estimate of cost.

Proposals must be received no later than 1500 (3 pm) on the closing date for this Request for Proposals. Send proposals to:

David Grah
Director of Public Works
City of Bishop
377 West Line Street
Bishop, California 93514
publicworks@ca-bishop.us

Proposals shall be submitted either in a sealed envelope (3 paper copies and 1 electronic copy) or by email which is clearly marked with the title of the Request for Proposal.

Selection Process: The consultant will be selected based on the experience and ability of the firm and staff to accomplish the scope of work, based on the proposal, and considering the effective use of City funds. The City is particularly interested in receiving proposals from female, minority, and locally-owned small businesses. Each firm will be rated using the following criteria and rating schedule.

Evaluation Criteria	Possible Rating Points
Experience with similar work for small municipalities.	20
Quality of proposed products.	20
High level of technical expertise and able to dedicate qualified staff to effort.	15
Experience with CDBG PTA grant projects and their administration.	15
Able to deliver product cost effectively and in a timely way.	15
Able to maintain excellent client service over life of project.	15
Total	100

The City reserves the right to reject any or all proposals. The City will attempt to negotiate a contract with the highest rated firm.

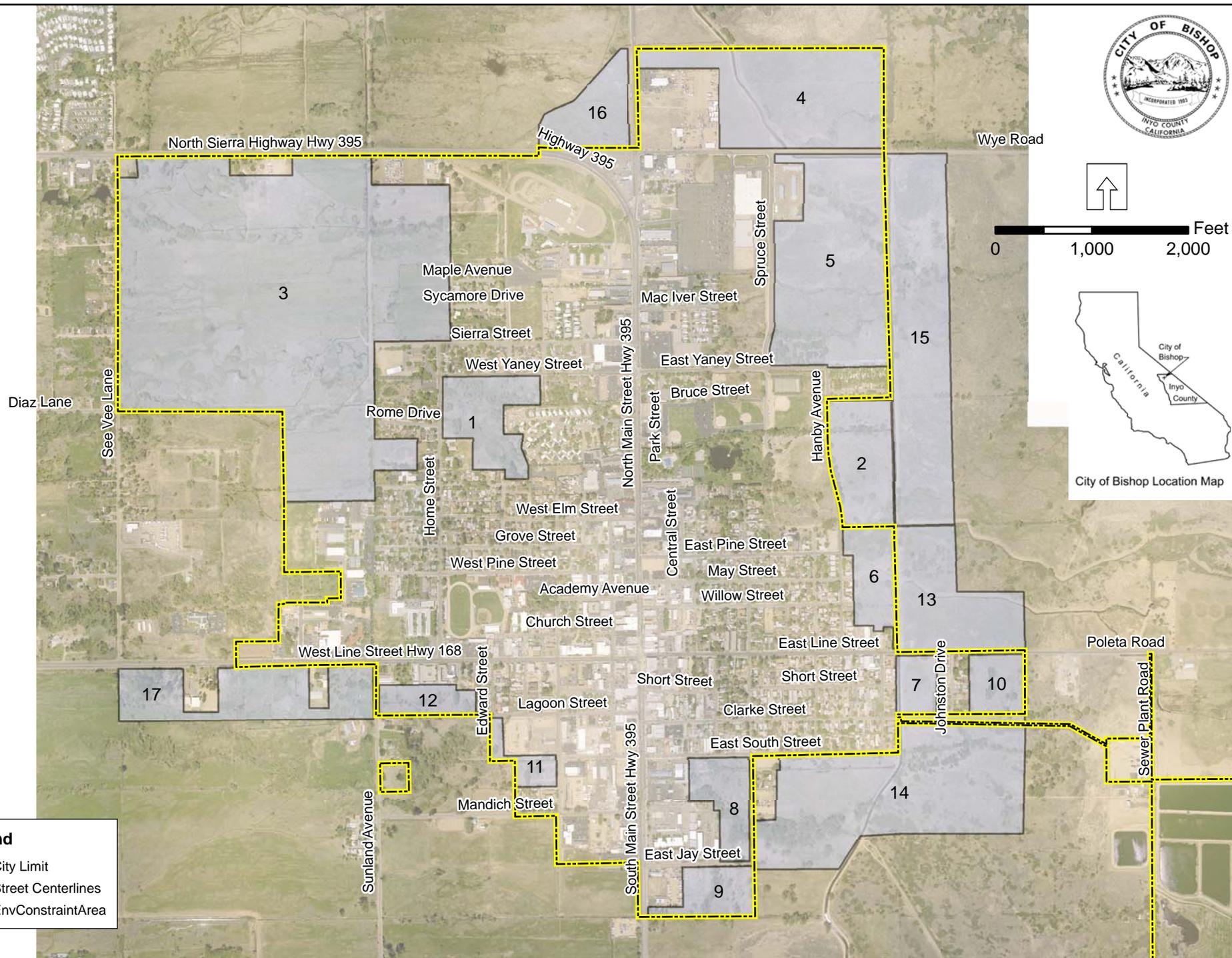
The contract will include provisions required by the grant. Data, reports, and electronic data developed under the contract should be the property of the city.



City of Bishop Location Map

Legend

- City Limit
- Street Centerlines
- EnvConstraintArea



Environmental Constraints Study Areas

City of Bishop