



December 18, 2019

TO: District's Pool of California Environmental Quality Act (CEQA) Consultants (Consultant)

## **RE: REQUEST FOR PROPOSAL**

Pleasanton Unified School District's Facilities and Construction (FC) Department is requesting Proposals from CEQA Consultants for the following Projects\*:

1. Elementary School #10 Construction- Construction of a new Elementary school on the empty adjacent land to Donlon Elementary School located at 4150 Dorman Rd, Pleasanton, CA 94588

PUSD is anticipating the selected CEQA Consultant to begin as soon as the Proposal is approved by the Board of Trustees (Board).

### **Scope of Work:**

The Consultant shall provide services in compliance with all the requirements of Title 24 of the California Administration Code and any applicable laws and regulations

Please note that projects have changed since the Facilities Master Plan (FMP) has been completed. Below is the link to the District's Facilities Master Plan for your review:

[Facilities Master Plan](#)

### **Scope of Services:**

The Consultant's services shall include but not limited to the following tasks:

1. Preparation of CEQA documentation according to all applicable State and local requirements for either a negative declaration (ND), mitigated negative declaration (MND), exemption, or Environmental Impact Report (EIR).
2. Coordination of meetings, CEQA presentations, and consultation with the public in scoping meetings and public hearings.
3. Collaboration and coordination with District staff and various consultants, as well as State and local agencies as required.
4. Provision of advice to District staff and consultants on CEQA procedures, requirements and substantive issues, including the public noticing process, filings with State and local agencies and the feasibility of specific mitigation measures.
5. Attendance at various District and public meetings as required.
6. Project Initiation: This task includes meeting with District staff and consultants to discuss project history, project description, specific project issues, and CEQA schedule. Consultant will prepare the CEQA project description and submit to District staff for review.

7. Administrative Draft Initial Study: The Consultant shall prepare an Initial Study checklist to determine the appropriate CEQA documentation for the Projects listed above. The format shall be based on the most current CEQA requirements and checklist per the Office of Planning and Research (OPR).
8. Exemption, ND, MND, or EIR: Based on the analysis within the Initial Study, the Consultant shall prepare either a Draft Exemption, Draft ND with or without Mitigation Measures (MND), or Draft EIR.
9. Draft ND, MND, or EIR: Once the Draft CEQA document is approved by the District, the Consultant will prepare all notices and distribute copies of the document to the OPR and other public agencies per the State CEQA Guidelines. The Consultant will assist the District to obtain certified mailing list and the Consultant will prepare the distribute all Notices of Availability (NOA) and Notice of Intent to Adopt (NOI). The Consultant will provide the District with a list of all mailings for the record.
10. Response to Comments and Final MND or EIR: If an MND or EIR is prepared, the Consultant will respond to all comments during the public review period of the MND or EIR and prepare a Response to Comments document for the Final CEQA document.
11. Mitigation Monitoring and Reporting Program (MMRP): If it is determined through preparation of the Initial Study that an MND is the appropriate CEQA document, the Consultant will prepare an MMRP for inclusion in the Final CEQA document, pursuant to section 1081.6 of the Public Resources Code.
12. Findings: The Consultant will prepare all necessary CEQA findings for inclusion in the Board of Trustees Resolution for adoption of the CEQA document.
13. Noticing: The Consultant will prepare all appropriate and required noticing, which includes but is not limited to: public notices NOI, NOC, and NOD.
14. Consultant shall provide reports in hardcopy and electronic formats to the District as follows:
  - a. Three (3) hard copies and one (1) electronic cop of the Administrative Draft Initial Study for District review.
  - b. Three (3) hard copies and one (1) electronic copy of the Draft CEQA document for District review.
  - c. Seven (7) hard copies and one (1) flash drive containing an electronic copy in PDF format of the CEQA Document and NOA and/or NOI.
  - d. Consultant shall also provide copies of draft and final reports to public agencies as required.
15. The District shall not be responsible in any manner for the costs associated with the preparation of submission of Consultant's Proposal. The Proposal, including all drawings, plans, photos, and narrative materials, shall become the property of the District upon the District's receipt of same. The District shall have the right to copy, reproduce, publicize, and/or dispose of each Proposal in any way that the District may choose.
16. The district may request interviews from responding firms.

### **Fee Breakdown:**

The Consultants shall breakdown their fee as follows

1. Provide separate pricing for the levels of work such as Exemption, ND, MND or EIR.
2. Provide the number of hours spent on project with hourly fee in original Pool RFP.
3. Provide any anticipated reimbursement costs.

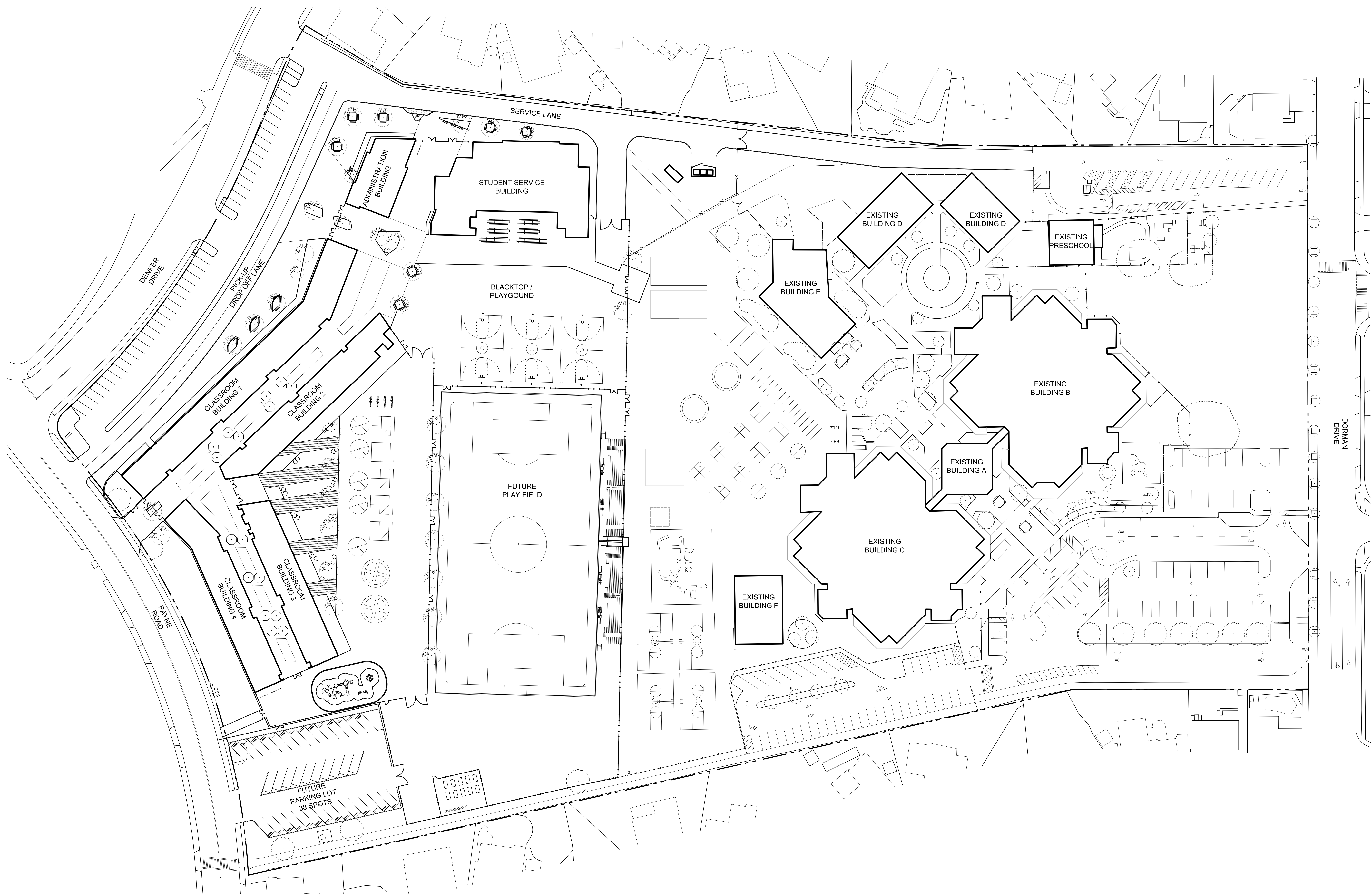
### **\*Attachments:**

- A. [Schematic Design Site Plan for Elementary School #10](#)
- B. [Classroom and Building List with Square Footage](#)
- C. [Site Overhead with new school area highlighted](#)

**All items above should be within the RFP / Fee Proposal.**

ll proposals are due by 2:00 pm on Tuesday, January 7, 2020. Proposals can be sent via email to [Eric@vpcsonline.com](mailto:Eric@vpcsonline.com).

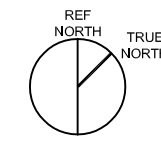
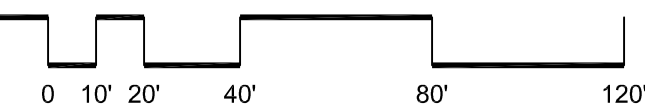
For questions regarding the RFP, email Eric Van Pelt, Van Pelt Construction Services, Program Director for PUSD Measure I-1 at [Eric@vpcsonline.com](mailto:Eric@vpcsonline.com). Deadline for questions December 30, 2019.



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NEW SITE PLAN

1" = 40'-0"



12.9 Attachment A  
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NEW SITE PLAN

REVISIONS		
NO.	ITEM	DATE

DRAWN BY: XX  
CHECKED BY: XX  
SFA JOB NO: 19022  
DATE: XX/XX/2019

A0.10

PLESANTON UNIFIED SCHOOL DISTRICT

E10 NEW 4TH & 5TH GRADE SCHOOL ON DOLON ELEMENTARY SCHOOL PROPERTY

4/9/2019

CLASSROOM BUILDING	PROGRAM	UNITS	UNIT/SF	TOTAL SF
CLASSROOM	Regular Classroom (33 Students)	14	960	13,440
	Collaboration Space (Within classroom)	14	240	3,360
	Special Day Classroom (20 Students)	1	900	900
	SDC Restroom	1	60	60
	Flex Classroom	1	960	960
	Restrooms, Student	4	360	1,440
	Restrooms, Staff	2	80	160
	Gender Neutral Restroom	1	80	80
	Custodial Closet	1	90	90
	Electrical / IDF	1	100	100
UTILITIES	Mechanical Room	1	80	80
	Fire Sprinkler Riser Closet	1	20	20
	Elevator Machine Room	1	65	65
	Utility Chase	1	65	65
	Classroom Area SF Total			20,820
LIBRARY / MULTIMEDIA CENTER	Library / Multimedia Center	1	2,450	2,450
	Collaboration Space	1	200	200
	Reading Nook	1	150	150
	Workroom/storage	1	200	200
	Library Multimedia Center SF Total			3,000
ADMINISTRATION	PROGRAM	UNITS	UNIT/SF	TOTAL SF
COMMON AREAS	Office Staff and Reception Area	1	250	250
	Lobby / Vestibule	1	200	200
	Staff workroom	1	320	320
OFFICES	Principal's Office	1	200	200
	Assistant Principal's Office	1	200	200
	Resource Specialist Program	1	480	480
	Psychologist Office	1	170	170
	Speech Office (4-5 Students)	1	250	250
	Conference room	1	250	250
	Teacher's Lounge with Kitchen Area	1	960	960
	Health Suite	1	180	180
UTILITIES	Restroom, staff	1	70	70
	Restroom, health	1	70	70
	Electrical/IDF	1	80	80
	Storage / File Storage	1	120	120
	Circulation multiplier (15%)			570
	Administration Building SF Total			4,370

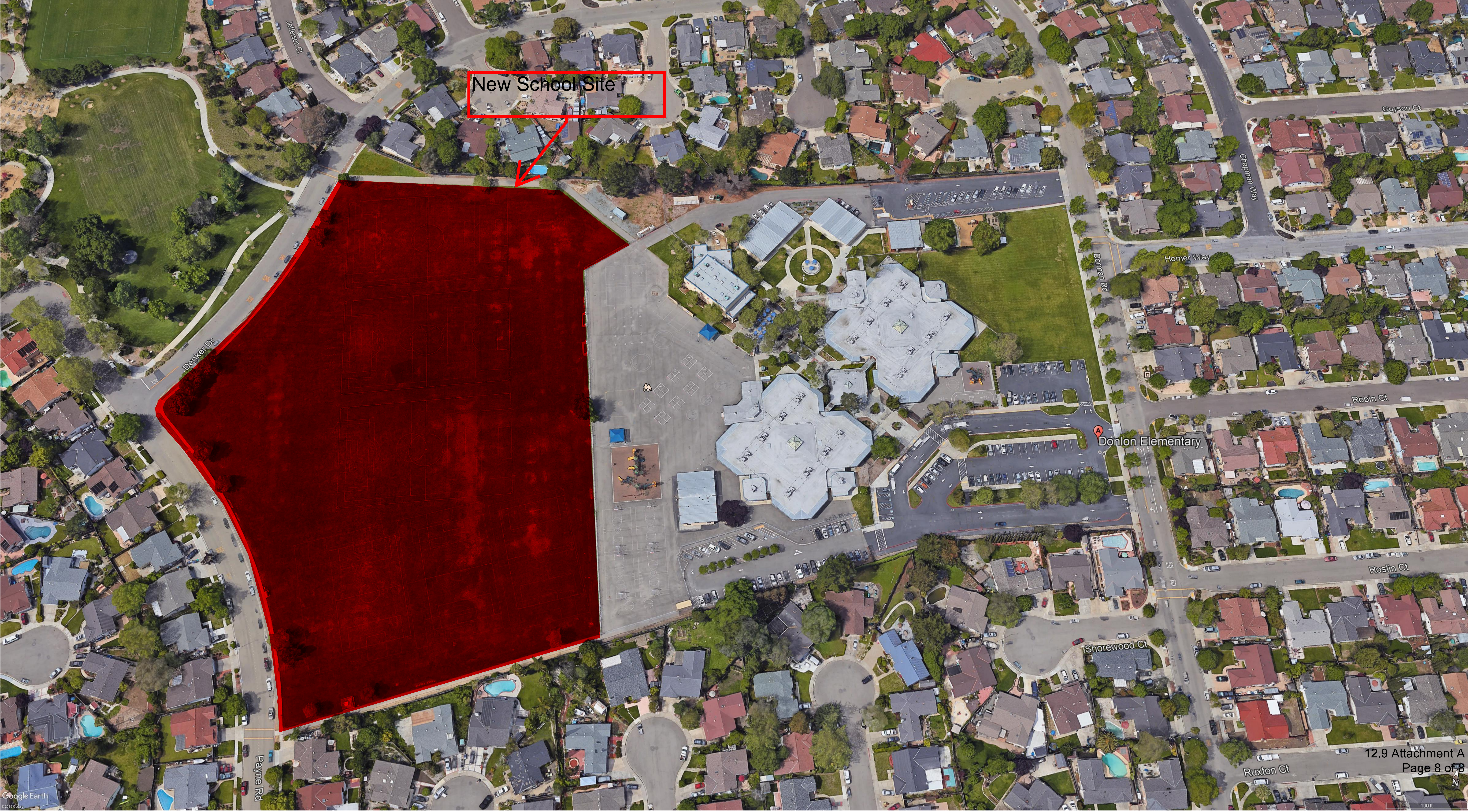
CIRCULATION	Stairs	2	260	520
	Elevator	1	60	60
	<b>Circulation SF Total</b>			<b>580</b>
<b>Classroom/Library/Admin. Building Total</b>				<b>28,770</b>

STUDENT SERVICE BLDG.	PROGRAM	UNITS	UNIT/SF	TOTAL SF
CLASSROOMS	Science/Makerspace Classroom (33-36 Students)	1	1,300	1,300
	Music Room	1	1,500	1,500
	<b>Classroom SF Total</b>			<b>2,800</b>
KITCHEN	Servery	1	500	500
	Kitchen Prep & Cooking	1	885	885
	Receiving Area	1	240	240
	Office	1	0	0
	Kitchen Staff Lockers	1	60	60
	Kitchen Staff Restroom	1	70	70
	Custodial & Chem / Soap Storage Room	1	0	80
MULTIPURPOSE	Multi-Purpose Room	1	4,300	4,300
	Entry / Foyer	1	350	350
	Platform / Stage	1	900	900
	Exterior Platform	1	600	600
UTILITIES	Table / Chair Storage	1	460	460
	Storage Room	1	175	175
	Mechanical Room	1	100	100
	Custodial Room	1	90	90
	Restrooms, Student	2	300	600
	Restrooms, Staff	1	80	80
	Gender Neutral Restroom	1	80	80
<b>Kitchen / Multipurpose Area SF Total</b>				<b>9,570</b>
SITE FURNISHING	Bike Storage	1	200	200
	Covered Lunch Area	1	1,500	1,500
	<b>Site Furnishing Total</b>			<b>1,700</b>
<b>Student Service Building Total</b>				<b>14,070</b>

## SITEWORK

PROGRAM	UNITS	UNIT/SF	TOTAL SF
Paved hard court (blacktop: game striping, basketball, ball walls, tetherball) & track	1	0	0
Field area for sport activities	1	0	0
Outdoor garden	1	0	0
Outdoor play equipment with rubber surfacing	1	0	0
Paved drop-off area & Parking (118 Spaces)	1	0	0
Paved drop-off area & Parking (64 Spaces)	1	0	0





New School Site

Donlon Elementary