



REQUEST FOR PROPOSALS
August 20, 2021
Project Planner
and/or
Environmental Consulting Services

Royal Oaks Reserve Specific Plan
1901 Royal Oaks Residential Project
General Plan Amendment, Specific Plan, Zone Change,
Zone Text Amendment, Tentative Tract Map No. 73832,
and other entitlements
for 6 single-family-residential lots
and 1 open-space parcel on 12.4 acres

SUBMITTALS:

One (1) electronic copy of the proposal must be received by the City of Bradbury, City Manager, no later than **12:00 p.m. (noon) on September 10, 2021**

CONTACT PERSON:

Kevin Kearney, City Manager, City of Bradbury
600 Winston Avenue
Bradbury, CA 91008

kkearney@cityofbradbury.org



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Project Location

The subject property is located within the City of Bradbury at 1901 Royal Oaks Drive North (APN 8527-021-041). The property is currently designated “Residential Estate A-1” by the General Plan and is zoned as “Agriculture/Estate Residential A-1,” allowing for 1-acre minimum single-family lots, and is subject to the City’s Hillside Development Standards. The property has an area of approximately 12.4 acres. The property is located within a Very High Fire Severity Zone.

Regional access to the property is via the 605 Freeway located approximately 0.5 miles southeast of the property, and via the 210 Freeway located approximately 0.6 miles south of the property. Direct local access is by Royal Oaks Drive, along which public bus transit service is provided by Foothill Transit Line 860; the nearest bus stop is approximately 600 feet southwest of the property.

The northern portion of the property is steep hillside, largely undeveloped and would not be altered as a result of the Project. The southern portion of the property, is currently vacant. The southern portion was previously developed with a single-family residence, appurtenant structures, and horse corrals, all of which have been removed. The nearest uses to the property include adjacent residences to the east, west and north, and residences to the south along Royal Oaks Drive, which is separated from the property by a Los Angeles County Flood Control channel and a recreational pathway.

Applicant, Lead Agency, CEQA Documentation and Project Planning

The applicant for the Royal Oaks Reserve Project (Project) is Mr. Ken He, on behalf of YIHE California PTY LTD. The City of Bradbury is the Lead Agency and will engage a Project Planner and an Environmental Consultant. Separate consultants may be selected to provide the two tasks and a consultant need not bid on both.

CEQA - A determination has not been made as to whether a Mitigated Negative Declaration (MND) or an Environmental Impact Report (EIR) will be required. Whichever document is determined to be appropriate; it is to be prepared in accordance with the California Environmental Quality Act (CEQA) and the CEQA Guidelines to evaluate the environmental impacts associated with the implementation of the Project, which is anticipated to occur within the next three years.

The applicant has been trying to develop this project for a number of years with various development plans ranging from 10 units to 6. In 2019 the applicant hired Pomeroy Environmental Services to prepare an Initial Study/Mitigated Negative Declaration for the 6-unit development; in 2015 the applicant had hired Dudek to prepare an Initial Study/Mitigated Negative Declaration for an 8-unit development. Other information has also been submitted by the applicant as well. Relevant documents are included at the following link: https://cityofbradbury.org/services/development_projects. **NONE OF THE DOCUMENTS HAVE BEEN REVIEWED BY THE CITY AND THE SELECTED CONSULTANT WILL MAKE THE DETERMINATION WHAT PORTIONS, IF ANY, OF THESE DOCUMENTS ARE USABLE.** The documents are being provided at this time to assist in the proposal.

Project Planner – The City engages the services of a consultant who works approximately two days a week as the City Planner. The City is therefore looking for a consultant to act as the planner



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on this project and who will interface with the applicant, City staff, and the City Attorney's office. The proposer should be familiar with processing applications through Los Angeles County Fire and Flood Control, as well as other agencies.

Project Characteristics

Project Features

The Project involves the construction of a 7-lot subdivision for 6 residential units, totaling approximately 31,000 gross square feet, on the southern portion of the Project site. These lots would range in size from 1.0 to 1.95 acres. A seventh lot of 3.51 acres would be reserved as a nature preserve. The subdivision is proposed to be gated.

The applicant is requesting a specific plan as the development will not fully comply with Residential Estate A-1 setbacks, the Hillside Development Standards, and other City development standards.

Construction

The Project would have a construction schedule of approximately 20 to 26 months. Shoring, grading, and site preparation would occur for approximately 2 months. Infrastructure and building construction would occur for approximately 18 to 24 months. This phase would include the construction of the roadway, utilities, proposed structures, connection of utilities, laying irrigation for landscaping, architectural coatings, and landscaping the Project Site.

Discretionary Actions Requiring Lead and Responsible Agencies Approvals

Necessary Project action and approvals are anticipated to include consideration of the following by the Planning Commission and/or City Council, and other responsible agencies, including the Los Angeles County Flood Control District and the Los Angeles County Fire Department:

1. A General Plan Amendment (GPA 21-001) to redesignate the subject property as Specific Plan;
2. Adoption of the Royal Oaks Reserve Specific Plan (SP 21-001) to address the proposed development;
3. A Zone Change (ZC 21-001) from "Agriculture/Estate Residential A-1" to the Royal Oaks Reserve Specific Plan and amendment of the City of Bradbury Official Zoning Map to be consistent with the proposed Project;
4. An amendment to the Development Code to add the Royal Oaks Reserve Specific Plan to the list of zones;
5. Tentative Tract Map No. 73832 to divide the property into 7 lots;
6. Architectural Review of the proposed structures;
7. Approval by the County of Los Angeles – Department of Public Works for access to the site over the Los Angeles County Flood Control District's Bradbury Channel – Bradbury Drain; and
8. Approval by the County of Los Angeles Fire Department.

PROPOSAL REQUIREMENTS

Consultant Qualifications – The City of Bradbury seeks the following qualifications:

1. Education, experience, and background in managing and/or conducting environmental assessments and processing for the proposed development of hillside property. A list of



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projects in the State of California for such projects that include subdivision, specific plan, zone change, general plan amendment, and architectural review similar to the proposed Project. The project planner should list relevant experience in Los Angeles County.

2. Names and qualifications of the primary and alternative project manager, and of the environmental assessment team for this assignment.
3. References – names and contact information for three public sector clients for similar projects.
4. List of subcontractors and details of the same information described in 1-3 above for each. Please note that any consultant/subconsultant that previously did work for the applicant related to this project should not be used as a subconsultant – see the list of attachments (available via link) on page 5.

Detailed description of the proposed schedule and methodology for the following as applicable to environmental consulting:

1. Kick-off meeting with staff
2. Preparation of an Initial Study
3. Scoping meeting, if required
4. Additional technical analyses required. It is anticipated that the applicant will provide updated studies for the following topic areas for peer review: *need these still*
5. Preparation of draft environmental documents
6. Circulation of documents
7. Filing of all required CEQA forms, paperwork, etc.
8. Attendance at periodic staff meetings
9. Attendance at two public hearings
10. Status meetings with staff; these should be at least once a month
11. Other items proposed by consultant
12. Specify whether the proposal is a flat fee or based on actual hours worked with a not to exceed price. Include hourly rates for work/meetings which exceed the proposed scope of services.

Requirements of City staff and contractors

Processing of the Project is complex in that it includes multiple entitlement requests. If any information is required to be provided by City staff to accomplish any of the tasks or analyses, this should be specified. Also, a description of how information will be communicated/requested to/from City staff should be described, including any meetings.

Proposed fee by task

A fee is requested for each task described above. Please provide fees for Project Planner, and/or both a Mitigated Negative Declaration and an Environmental Impact Report as the type of environmental document is not yet known. Separate consultants may be selected to provide Project Management and the Environmental Documentation.

Project Planner – please provide the hourly rate for the project planner and any other staff that would be involved.



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Selection Criteria

The City will interview up to three consultants for each component (i.e., CEQA Consultant and Project Planner) whose proposal and qualifications are deemed to match the requirements of the RFP most closely; price is not the sole determining factor. The City will negotiate a contract with the consultant(s) who has the combination of background, approach, and capability to undertake the project tasks at this time with compensation that the City determines is fair and reasonable based on the work. The City has a right to reject all proposals if they do not include adequate qualifications for the project.

Requirements for Agreement for Services

An agreement for services will be utilized. The consultant(s) is required to meet City insurance requirements and obtain a City business license.

Attachments (via download) https://cityofbradbury.org/services/development_projects:

- Specific Plan Application submitted 3-19-2021
- Royal Oaks Reserve Specific Plan w/o Appendices 3-18-21
- Royal Oaks Reserve Location Map
- Tentative Tract Map No. 73832 dated 2-19-2021 by Cal Land Engineering, Inc.
- Conceptual Grading Plan dated 2-19-2021 by Cal Land Engineering, Inc.
- Erosion and Sediment Control Plan dated 9-22-2017 by Cal Land Engineering, Inc.
- Draft IS-MND by Pomeroy Environmental Services including appendices October 2019
- Draft Environmental Checklist Form-Initial Study by Dudek Oct. 2015
- Letter from Los Angeles County Dept. of Public Works re Access Road 8-10-17
- Updated Tree Preservation and Protection Plan by Dudek June 2017
- Executive Summary of Fault Investigation by Earth Consultants International 9-10-15
- Fault Investigation Report by Earth Consultants International 10-6-15
- City General Plan Land Use Map 2012
- City Official Zoning Map 4-1-2019
- City VMT Thresholds – City Council Resolution No. 20-16