

## **DRAFT Request for Proposals (RFP)**

This is a draft document that is intended to provide information for discussion purposes on the Background, Project Description, and Scope of Work of the proposed RFP. The final RFP that will be advertised will include additional RFP standard language such as Rules of Preparation and Schedule. A final Scope of Work would be completed with the selected consultant.

### **PROJECT BACKGROUND**

Mary Avenue first appeared in the Sunnyvale General Plan in the Transportation Element adopted in 1981. A North/South corridor study of Sunnyvale identified the need for an extension of Mary Avenue to meet desired levels of service. When the Land Use and Transportation Elements (LUTE) were merged into a single document in 1997, Mary Avenue was addressed in a policy as well as in the implementation and mitigation requirements for build-out of the General Plan. The Council decision on Mary Avenue and the 1997 LUTE was also informed by the “Futures” study Environmental Impact Report (EIR) in 1993 and the EIR prepared for the Lockheed Martin campus Master Use Permit (1994).

The Moffett Park Specific Plan EIR, certified in November 2003, and the first Transportation Strategic Program (also November 2003) and its related Transportation Impact Fee reaffirmed the need for Mary Avenue to meet desired levels of service at Sunnyvale intersections. In 2011, the Council adopted a new Consolidated General Plan that captured the highest level information from the prior individual General Plan documents (Elements and Sub-Elements). The 2011 Consolidated General Plan is the current General Plan (with a few amendments that have been approved to the Land Use Map).

Below is a summary of documents that include Mary Avenue.

- 1981 Transportation Element
- 1997 Land Use and Transportation Element
- 2003/2004 Moffett Park Specific Plan
- 2011 Consolidated General Plan
- Mary Avenue 2007 EIR

### **PROJECT DESCRIPTION**

The Mary Avenue Extension, as currently included in the General Plan, would extend Mary Avenue from its terminus at Almanor Avenue north, over US 101 and SR 237, to

Eleventh Avenue at E Street. It was anticipated that the extension would have four traffic lanes, a raised median, sidewalk, and bike lanes. The goal of the project is to relieve North-South congestion in the City.

Over the last few years concerns have been expressed over the possible extension, and a number of changes have been made to the roadway system, including the Mary Avenue road diet. To give the City as much flexibility as possible, the following four options should be fully environmentally cleared for implementation:

1. A four-lane Mary Avenue with sidewalks and bike lanes
2. A two-lane Mary Avenue with enhanced bike lanes and sidewalks
3. A bicycle and pedestrian crossing – no automobiles
4. Remove the extension from the General Plan

Option 4 would remove Mary Avenue from the General Plan. In the traffic Analysis and Environmental Impact Report, as part of the “Remove from the General Plan” option, the analysis is required to include the impacts associated with removal of Mary Avenue from the General Plan and if there are other improvements that could be constructed in lieu of Mary Avenue and would provide similar transportation benefits.

The traffic analysis for all scenarios will be required to analyze existing and a General Plan Buildout scenario

### **ENVIRONMENTAL IMPACT REPORT SCOPE OF SERVICES**

The successful proposer will be responsible for the preparation of all aspects of the environmental documents and all required special studies, visual and graphic documentation, land use analysis and other documents. The form of the Environmental Impact Report will be determined after preparation of an environmental checklist and review of the scope of the additional environmental information required. The Environmental Impact Report will be prepared in conformance with CEQA and the State CEQA Guidelines.

The draft and final technical studies and environmental documents shall be professionally photocopied reports with quality binding and color covers and CDs. Administrative review studies and documents shall consist of professionally photocopied reports in comb bindings or other suitable means subject to CITY approval.

### **Mary Avenue 2007 EIR**

The consultant is expected to review the 2007 EIR and make a determination of how any previous studies can be used or updated as part of the new EIR. This would include studies such as Geology and Soil and Cultural Resources. The consultant will all be required to review the previous document to determine what additional engineering work, if any, will be required.

### **Traffic Analysis**

All traffic analysis will be completed to reflect current traffic conditions and Sunnyvale's updated traffic model. Traffic analysis and impacts will be completed for all four options, and at a minimum, will include existing and 2035 traffic conditions. The traffic analysis will follow VTA TIA guidelines and should also include a Vehicle Miles Travel analysis.

### Community Outreach

The community outreach for the project will include a number of community meetings beyond the typical meetings required for an EIR. The consultant team should submit in detail the proposed community outreach plan and community outreach team. The number of meetings described in the scope of work is intended to be the minimum.

### **SCOPE OF WORK**

1. Develop a Project Description.
2. Review Project Objectives.
3. Utilize reasonable base year data corresponding to the date of the Notice of Preparation of the EIR, and shall provide visual and graphic documentation of the existing physical conditions, including land use.
4. Complete a full traffic analysis for all four options and compare against existing conditions and the conditions at General Plan buildout for the Cumulative Conditions Analysis.
5. Identify, in the transportation and circulation section, the intersection level of service changes, traffic flow changes with the proposed project and any necessary mitigation measures to reduce traffic impacts. Analyze VMT.
6. Conduct new traffic counts as necessary.
7. To support the Environmental Document, traffic volumes, average delay, volume/capacity ratios, level of service and changes in critical vehicle delay at the study locations shall be provided.
8. Complete the air quality analysis and noise analysis.
9. Complete all necessary sections such as aesthetics/visual, air quality, cultural resources, geology and soils, hazardous materials, vegetation and wildlife, water resources, property acquisition and displacement, public services, greenhouse gases.
10. Respond to the City of Sunnyvale's comments on the Administrative Draft EIR, complete all necessary revisions, provide a pre-circulation document for review and revision, reproduce the Draft EIR, and distribute the document according to CITY requirements.
11. Be present at the public meeting on the Draft EIR, supply graphics, and make presentations on the Draft EIR as required.
12. Prepare a document that responds to all comments received by the City of Sunnyvale on the Draft EIR. This document will be submitted to the City of Sunnyvale for review and comment.
13. Revise the Draft based upon comments received from the City of Sunnyvale.
14. Prepare comprehensive draft and final Mitigation Monitoring and Reporting

Plans.

15. Perform in-house quality control review and submit the following project documents:
  - Draft and Final Technical Reports and Traffic Reports
  - Administrative Draft EIR Pre-Circulation Draft EIR (Screencheck version)
  - Draft EIR
  - Administrative Final EIR
  - Pre-Release Final EIR (Screencheck version)
  - Final EIR
16. Attend the following project team meetings and present all project aspects and issues:
  - Kick-Off Meeting
  - Lead Six Community Meetings
  - Six Progress Meetings
  - Administrative Draft EIR Review Meeting
  - Pre-Circulation Draft EIR Review Meeting
  - Review of Comments Received Meeting
  - Public Outreach During Comment Period
  - Administrative Final EIR Meeting
  - Pre-Release Final EIR Meeting
17. Assist staff in making presentations, and participate in up to six community meetings, a scoping meeting, up to two study sessions with the Planning Commission and City Council and three public hearings on the EIR before the Planning Commission, Bicycle and Pedestrian Advisory Commission and City Council.
18. Provide the City with all materials in a City approved format for posting to the City's website.
19. Provide the following products:
  - Internet-ready material of all work generated as it becomes available including pertinent maps and graphs;
  - Presentation material and large display maps for project meetings, workshops and public hearings;
  - One or more CDs containing all documents, graphics, maps, data layers, matrices, traffic analysis, background documents, etc.;
  - Four copies of the Administrative Draft of the Traffic Study Report, eight copies of the Draft Report and six copies of the Final Report.
  - All maps compatible with the City's GIS system, graphics will be prepared in a mutually agreed upon format (possibly CAD), and