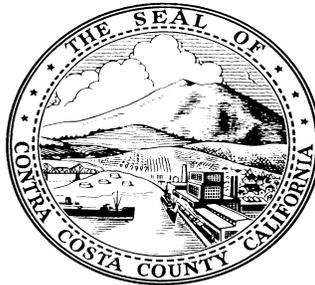


REQUEST FOR PROPOSALS

**SUPPLEMENTAL ENVIRONMENTAL
IMPACT REPORT**

**APPLICATION # LP082026 TO
AMEND LAND USE PERMIT 2020-89
KELLER CANYON LANDFILL**

CONTRA COSTA COUNTY



December 9, 2008

Important Dates

Proposal Due: Friday, January 9, 2009
Consultant Interviews: January 12-16, 2009 (if necessary)
Project Start Date: February 3 - March 4, 2009 (projected)
Project Completion: Up to 12 months after award of contract (projected)

Contra Costa County
Department of Conservation & Development
651 Pine Street, 4th Floor - North Wing
Martinez, CA 94553
(925) 335-1238 (phone)

1. INTRODUCTION

The Contra Costa County Department of Conservation and Development (DCD) is seeking a qualified consultant to prepare an analysis of the potential environmental impacts of the proposed project (application # LP082026) to amend the existing Keller Canyon Landfill (KCL) land use permit (LUP) conditions of approval. KCL is located at 901 Bailey Road, in unincorporated Contra Costa County near Pittsburg, CA. A project environmental impact report (EIR) was certified by the County Board of Supervisors in 1990. The County has determined that the proposed operational changes associated with the proposed LUP amendment should be the subject of a Supplemental EIR (SEIR) and expects to issue a Notice of Preparation (NOP) pursuant to Section 15082(a) of the California Environmental Quality Act (CEQA) Guidelines.

2. BACKGROUND AND SETTING

KCL includes facilities and operations located wholly in the unincorporated County area and within the City of Pittsburg Sphere of Influence. Regional and local access is provided via Highway 4 and Bailey Road. KCL is located south of Highway 4. The property covers an area of approximately 2,600 acres, of which 244 acres are permitted for waste disposal.

The applicant, Keller Canyon Landfill Company (KCLC), has submitted an application to request changes to the existing Land Use Permit (LUP 2020-89) Conditions of Approval (COA). LUP 2020-89 was initially issued in 1990 and amended in 2002 (LP012115). Keller Canyon Landfill has been in continuous operation since May 1992. KCLC is requesting that the County modify LUP conditions governing facility operations, but does not propose any changes to the landfill site/boundaries, buildings, or floor plans.

The Executive Summary submitted with the project application contains detailed information on the proposed changes and supporting technical information, which can be viewed on-line at www.cccounty.us/kcl. KCLC's application proposes to modify the existing Conditions of Approval (COA) to *increase the current maximum daily tonnage limit for disposal from 3,500 to 4,900 tons per day (TPD)*. KCLC proposes that the LUP COA be revised to identify a separate maximum daily tonnage limit on organic material accepted for use as alternative daily cover and inert material accepted for beneficial re-use on-site. KCLC proposes that approximately 1,300 TPD of non-landfilled materials be specifically excluded from the daily disposal tonnage limitation. The following daily tonnage limits for non-landfilled materials are also being proposed as part of this application: Green Waste – 500 TPD, Wood Waste – 300 TPD and Inert Material – 500 TPD (includes concrete, asphalt base material).

KCLC proposes to operate within the existing 320 peak daily truck trip limit that is identified in other permits and the original project EIR prepared in 1989. The proposed 320 trip limit is intended to be inclusive of all truck trips associated with delivery of both disposal and non-disposal materials.

Other than the above-described proposed changes no other substantive alterations are proposed to the landfill facility design or operations. This includes no changes to facility

components such as the waste types to be accepted (Class II), hours of operation, permitted waste disposal boundary, disposal area and maximum fill elevation. The Applicant's Executive Summary to the LUP Amendment Application provides greater detail on specific elements that will remain unchanged upon amendment of the LUP. The Executive Summary can be found on the County's website at www.cccounty.us/kcl.

3. PURPOSE AND INTENT OF THE SEIR

The purpose and intent of the SEIR is to evaluate potential impacts of the proposed operational changes contained in the Applicant's application to amend LUP 2020-89. Only minor additions or changes would be necessary to make the previous EIR adequately apply to the project in the changed situation. Therefore, County staff have determined that a Supplemental EIR, as described in Section 15163 of the CEQA Guidelines, is the most appropriate document considering the proposed operational changes contained in the project application. The supplement to the EIR should contain only the information necessary to make the previous EIR adequate for the project as revised.

Since commencement of operations in May 1992, the landfill has generally operated within compliance of the land use permit conditions of approval and other permits issued by regulatory agencies. As noted previously, none of the proposed operational changes affect property size, boundaries, permitted operational boundaries, or operating hours. No new infrastructure expansion or improvements are proposed (e.g. wastewater, water, permanent roadways, lighting, or new buildings). The landfill property is largely as projected in the original EIR and as developed over time through permits issued by agencies with regulatory authority over landfill design and operation.

For purposes of the CEQA analyses, the baseline condition comprises existing operations with respect to the landfill footprint (the permitted boundary for disposal), maximum daily tonnage, and existing infrastructure and environmental control systems. Some changes have occurred with respect to the circumstances under which the project is undertaken which may involve new significant environmental effects or an increase in the severity of previously identified significant effects. Accordingly, County staff have determined that the Supplemental EIR should focus on subject areas with potential for new significant environmental effects or an increase in the severity of previously identified significant effects. These subject areas include, but may not be limited to, the following:

- Air Quality, Odor, Greenhouse Gas Emissions
- Land Use Plans and Policies
- Noise
- Traffic and Transportation

County staff expect that other potential issues would have little or no potential for environmental impacts given the scale and nature of the proposed operational changes. These issues include:

- Aesthetics and Visual Quality
- Agriculture and Biological Resources
- Construction Activities

- Cultural Resources
- Energy
- Geology, Soils, and Seismicity
- Public Health and Safety
- Water Resources

4. SUBJECT AREAS OF POTENTIAL IMPACTS

The consultant's proposal and work effort should be focused on subject areas for which potential impacts could occur. For each of the four main subject areas (air quality, land use, noise, and traffic) the consultant should provide a concise description of the approach and tools that will be applied to the technical analysis. Provide a description of applicable regulatory standards and/or requirements necessary to comply with the CEQA Guidelines. If the consultant considers there to be additional subject areas for which potential significant impacts could occur based on the changes proposed, the consultant should clearly identify the specific subject areas. Additionally, the proposal should include the following specifics for any additional subject area(s) identified by the consultant: (1) each potentially significant impact, (2) specific element(s) of proposed project expected to potentially cause each significant impact, and (3) above-described description about technical analysis and regulatory framework for each additional subject area.

For the subject areas considered by County staff to have little or no potential for impacts, the SEIR should contain a brief summary or literature review, whichever is most appropriate, that confirms that the analyses of the original EIR and subsequent mitigation measures and permit conditions are still valid and applicable to project conditions.

5. AGENCY-TO-CONSULTANT RELATIONSHIP

The County is serving as Lead Agency under CEQA. The California Integrated Waste Management Board will be a responsible agency for concurrence on the issuance of a revised solid waste facility permit (SWFP) No. 07-AA-0032. Contra Costa Environmental Health, as Local Enforcement Agency and the Bay Area Air Quality Management District will be a responsible agencies for environmental review of portions of the project related to permits issued under their respective authority. The Lead Agency, in consultation with Responsible Agencies, will determine the substantive contract and technical requirements of the SEIR.

The County DCD will contract with the environmental consultant (see Section 10). The DCD will coordinate with responsible agencies on technical and procedural requirements on CEQA, when appropriate, and advise on the inclusion of information of local importance.

6. REQUIRED CONSULTANT SERVICES

The Scope of Work shall include the preparation of an SEIR for the proposed project. The SEIR should be at a project level and should include a detailed analysis of potential environmental impacts of various proposed actions identified in the application to amend LUP 2020-89. Section 3 above identifies the subject areas likely to require more in-depth technical evaluation(s) based on possible potentially significant impacts resulting from the implementation of the proposed project to be considered for approval.

The selected consultant shall generally perform the following:

- Prepare an SEIR to identify and evaluate the impacts and required mitigation measures associated with proposed operational changes contained in the application to amend the KCL LUP.
- Meet with staff of the County, responsible agencies, and Applicant as needed to coordinate SEIR preparation;
- The consultant shall be responsible for preparation and delivery to the County the following environmental documents (hardcopy and electronic versions):
 - Administrative Draft SEIR
 - Draft SEIR
 - Administrative Draft Final SEIR
 - Mitigation Monitoring Program - The consultant should provide the outline of a mitigation monitoring program with (not in) the Draft SEIR. This outline should include the identification of the measures to be carried out by the facility operator, the responsible agency(ies) for each mitigation measure to be monitored, a schedule of implementation (e.g., required actions and frequency of submittals by the operator and agencies), and the time period for carrying out scheduled actions (e.g., prior to construction, throughout duration of facility operation, etc.).
 - CEQA Findings - The consultant should provide the CEQA Findings upon completion of the Final SEIR - Response Document. This may require a legal specialist/attorney. The mitigation monitoring program will be adopted with the findings required for certification of the Final SEIR

7. EVALUATION OF PROPOSALS

- a) **Contents of Proposal** – The proposals will be evaluated on the merits of their outlined approach to the preparation of the Supplemental EIR. Each proposal¹ must include the following elements:

¹ Unnecessarily elaborate or glossy proposals are neither expected nor desired. The emphasis on the proposal should be on responding to the requirements set forth in this RFP

i) **Letter of Interest:**

A letter of interest that includes a short discussion of the intended approach to the project which succinctly demonstrates the consultant's understanding of the key issues related to amendment of the LUP and tasks for EIR preparation, and the consultant's ability to address them.

ii) **Work Plan:**

- (1) Statement of Approach – A description as to the approach in preparing a Supplemental EIR that will tier off the original EIR certified in 1990, and given the landfill operations as they have evolved over time.
- (2) Background- Demonstrate a good understanding of regional solid waste management issues, the landfill and surrounding area, including its setting, issues, and potential constraints that may affect future outcomes.
- (3) Proposed Scope of Services – A description of the services which the consultant will perform, including an outline of the major tasks and identification of deliverables.
- (4) Assistance from County – An identification of any information, data, and/or assistance required from County staff to accomplish the work plan.

iii) **Management Plan:**

Please describe in both text and/or graphic form how the SEIR will be prepared within an eight to 10 month timeframe. Include an organization chart of the Project Team indicating the level of seniority of each member. A chart indicating the time commitment (expressed as hours) and task responsibilities at each phase of work should also be included. This chart should include an explanation of how the consultant will maintain close communication with County staff and identification of the consultant team members' respective roles and responsibilities in maintaining the schedule and coordinating with the County.

iv) **Qualifications and Prior Experience:**

Please provide information on the qualifications of the individuals of the Project Team and relevant projects that he/she has worked on in the past. The information should describe the size, scope, and complexity of the prior experience on projects comparable or similar to the EIR effort for Keller Canyon Landfill. This should include the name, contact person, address, and phone numbers of each party listed, as well as a description of the service provided. The qualification section should also contain a brief summary of related experience of any subconsultant firm(s) submitting the proposal. Prospective subconsultants are expected to have proven competence in:

- **CEQA Environmental Analysis.** This should describe experience in preparing EIRs for solid waste facilities in accordance with CEQA guidelines.
- **Collaboration and Team Work.** The preparation of the SEIR will be a collaborative effort between County staff, the Applicant, and the consultant's team. This section should describe experiences in previous EIR efforts (or an equivalent planning exercise) working as part of a team. It should describe the

working relationships between the primary consultant and subconsultants that would comprise the consultant team, and describe how the consultant team interacted with the other participants in the EIR preparation (e.g. staff).

v) **References:**

Please submit three (3) references from cities, counties, developers, or other entities for which the consultant has prepared a major EIR for a solid waste facility or equivalent planning document. At least two of the references must be from a city, county, or other public agency. Include a brief description of the work performed, and the names of contact persons, addresses, telephone numbers, email addresses, etc.

vi) **Cost Proposal:**

Please submit a time and cost based budget for the above referenced work. The cost proposal should be consistent with the work plan that identifies costs by task, and product. Cost should be estimated separately for each of the major components the prime and sub-consultants will be responsible for. This proposal should include:

- The cost of each task and product, and distribution of costs by team member and/or firm;
- The cost breakdown should be presented in a format that allows for easy evaluation of how funds will be spent, including the hours of key personnel by task;
- A billing rate sheet covering all personnel who will charge to the project and any relevant billing policies;
- A line item budget of staff expenses and estimate of direct expenses, such as phone, photocopying, etc.

- b) **Request for Supplemental Information** – The County reserves the right to request additional information from the respondents which supplements or explains submitted materials in response to this RFP.

8. CONSULTANT SELECTION PROCESS

The following schedule indicates the anticipated dates for the steps in the consultant selection process. The County reserves the right to modify this schedule as circumstances may require.

- a) The deadline for submittal of proposals is Friday, January 9, 2009 at 5:00 p.m. Any proposals arriving after the deadline will not be accepted. See Section 13 for proposal submission details.
- b) Proposals will be evaluated based on evidence of understanding of the purpose of the SEIR, the objectives to be achieved, and on demonstrated technical capability of the proposed team. Evaluation of the proposal will include, but not be limited to, prior experience, technical capability, work plan and approach, organization of the proposal, ability to complete effort in a timely manner, availability of key personnel on the consultant team, and cost effectiveness. Additional specific

evaluation criteria may include familiarity with the Bay Point - Pittsburg communities, familiarity with local and regional solid waste management issues, familiarity with State solid waste regulations, and knowledge and understanding of the CEQA environmental review process.

- c) If necessary, top ranking candidates may be asked to attend an interview the week of January 12 - 16, 2009 (projected). At the interview, candidates will be asked to make a 10-15 minute presentation and during a 45-minute period respond to questions from an interview panel (composition of the interview panel to be determined).
- d) Following an evaluation of the proposals and interviews (if applicable), it is expected that a preferred consultant will be selected within approximately seven days. After the County and the selected consultant have negotiated a mutually acceptable Scope of Work including the schedule and budget, it will be incorporated into the Standard County Contract (see Section 9 below) and submitted for possible approval by the Board of Supervisors in February or March 2009.
- e) If the County and selected consultant cannot agree on a satisfactory Scope of Work, the County reserves the right to terminate negotiations. The County will then negotiate an agreement with the consultant which ranked second.
- f) The County reserves the right to reject any and all proposals. The County reserves the right to select the final composition of the selected consultant team, which may include combining prime consultants with subconsultants. In addition, the County will not reimburse costs associated with the preparation or presentation of the proposals.

9. BACKGROUND DOCUMENTS

Consultants should be aware of and reflect in their pricing the availability of data from background documents prepared for the project site and surrounding area. A listing of background documents which may be referenced in the project application can be found in Exhibit A. Proposers are encouraged to review the list as preparation for making proposals on the EIR. The proposals should include an early task for reviewing the files and identifying the currently pertinent material. Copies of the relevant documents will be made available to the selected consultant.

10. COUNTY STANDARD CONSULTING SERVICES AGREEMENT

The contract for the preparation of the SEIR will be with the County of Contra Costa, and will be approved by the Board of Supervisors. The contract will consist of the standard County contract form with attachments which can be viewed on the County's website at www.cccounty.us/kcl. The Service Plan attachment would incorporate the agreed upon Scope of Work, which would include identification of tasks, staffing, submittals (see Section 11),

budget and project schedule. Contract amendments will be considered only for exceptional circumstances and would require Board of Supervisors' approval.

11. SEIR DOCUMENTS PUBLICATION AND DISTRIBUTION

The SEIR consultant will provide electronic and camera-ready copies of the Draft and Final SEIR and accompanying pagination forms. County DCD will arrange for printing and distribution of the Draft and Final SEIR, and on-line posting of these documents on the County website. The “Consultants/Contract Data Guidelines” contain the applicable electronic document submission requirements which can be found on page 5 of the Standard County Contract template available on the DCD’s website at www.cccounty.us/kcl.

The following table lists typical EIR related submittals the consultant will be expected to provide, which should be considered and addressed in the preparation of proposals.

Submittal	Issues	Copies	Comment
Monthly Progress Reports	12	2	For County DCD
Chapter Drafts			As necessary to expedite progress
Technical Papers (may become appendices)			As necessary to expedite progress
Administrative Draft SEIR	1	10	Includes 5 for County DCD
Pre-circulation Draft SEIR	1	3	For County DCD
Camera-ready Circulation Draft SEIR	1	1	For County DCD, to printer
Administrative Final EIR	1	10	Includes 5 for County DCD
Pre-circulation Final SEIR	1	3	For County DCD
Camera-ready Circulation Final SEIR	1	1	For County DCD, to printer

12. SCHEDULE *(projected)*

A time frame is provided below which is illustrative of how certain milestones may be achieved. Actual milestone dates may change and are reflected as a range due to uncertainty regarding timing of contract approval, and comments received from the Notice of Preparation (NOP) and Draft SEIR. Consultants should use the timeframe provided below for development of the project schedule to be included in their firm’s proposal.

- Request for Proposals Issued Dec. 9, 2009
- Notice of Preparation (NOP) Dec. 12, 2009
- Agency Scoping Meeting *(if necessary)* Jan. 7, 2009
- Proposals due Jan. 9, 2009
- Agency Comments in response to NOP due Jan. 12, 2009

- Consultant Interviews (*if necessary*) Jan. 12 - 16, 2009
- Selection of EIR Consultant Jan. 16 - 23, 2009
- Contract Review Jan. 19 - Feb. 18, 2009
- Board of Supervisors Contract Approval (*projected*) Feb. - Mar. 3, 2009
- Notice to Proceed (*projected*) Feb. - Mar. 4, 2009
- Administrative Draft SEIR due May - June 19, 2009
- Circulation Draft SEIR due Jul. - Aug. 14, 2009
- Circulate Draft SEIR Jul. - Aug. 17, 2009
- Public Review Period (45 days) Jul. - Sep. 2009
- Public Hearing on Draft SEIR by Zoning Administrator Aug. - Sep. 2009
- Final SEIR Notice of Completion & Availability Oct. - Nov. 2009
- Zoning Administrator hearing on Final SEIR Nov. - Dec. 2009
- Board of Supervisors hearing on SEIR Certification Dec. 2009 - Jan. 2010

12. SUBMISSION OF PROPOSALS

Interested consultants should submit six (6) copies of their Proposal by 5:00 P.M., Friday, January 9, 2009 to the below address. Any proposals arriving after the deadline will not be accepted.

Deidra Dingman, Manager - Conservation Programs
 Contra Costa County, Department of Conservation and Development
 651 Pine Street, 4th Floor, North Wing
 Martinez, CA 94553-0095

Please direct questions to Matthew Kelley in the Department of Conservation of Development at (925) 335-1238.

EXHIBIT A

BACKGROUND DOCUMENTS

The following documents will be made available for review, by appointment, at the Contra Costa County Department of Conservation and Development office, 651 Pine Street-North Wing - 4th Floor, Martinez.

- LUP Application 2020-89, Executive Summary, dated June 2008
- LUP 2020-89, Approved by the County Board of Supervisors July 24, 1990, amended November 1, 1994
- Solid Waste Facility Permit, West Contra Costa Sanitary Landfill, #07-AA-0032, March 24, 2005.
- Draft Environmental Impact Report, Keller Canyon Landfill, October 1989
- Final Environmental Impact Report, Keller Canyon Landfill, January 1990.
- Waste Discharge Requirements Order No. R2-2003-0063 Amendment to WDR No.01-4040
- Authority to Construct/Operate Plant No. 4618
- Title V Permit Major Facility review Plant No. 4618
- National Pollution Discharge Elimination System (NPDES) Permit #2-07S006887
- Landfill Franchise Agreement (CCC and State of CA) Effective 1990, 1st Amend 1994, 2nd Amend 1996
- Conditional Certification under Clean Water Act, Section 401 Received 1991
- Nation Wide Permit, Section 404 of the Clean Water Act, Received 1991
- Industrial Waste Water Discharge Permit #292150-S
- Cancellation of the Land Conservation Act (Williamson Act) Contract #6-71, adopted 1990