DEPARTMENT: MARIPOSA PLANNING  
BY: Eric Jay Toll  
PHONE: 209-966-0302

RECOMMENDED ACTION AND JUSTIFICATION:  
(Policy Item: Yes ___ No ___)

APPROVE A MOTION TO AUTHORIZE THE PLANNING DIRECTOR TO SIGN A CONTRACT WITH THE SELECTED CONSULTING FIRM TO PREPARE AN ENVIRONMENTAL IMPACT REPORT FOR THE HAZEL GREEN RANCH RESORT PROJECT.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Please see attached memo

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

<table>
<thead>
<tr>
<th>COSTS:</th>
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<tbody>
<tr>
<td>A. Budgeted current FY</td>
<td>( ) Not Applicable</td>
</tr>
<tr>
<td>B. Total anticipated costs</td>
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<tr>
<td>C. Required additional funding</td>
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</tr>
<tr>
<td>D. Internal transfers</td>
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<tr>
<th>SOURCE:</th>
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<tbody>
<tr>
<td>A. Unanticipated revenues</td>
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<tr>
<td>B. Reserve for contingencies</td>
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<tr>
<td>C. Source description:</td>
<td></td>
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<tr>
<td>Balance in Reserve for Contingencies, if approved:</td>
<td>$_______</td>
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</tbody>
</table>

**SPECIAL INSTRUCTIONS:**
List the attachments and number the pages consecutively:

**CLERK'S USE ONLY:**
Res. No.: 01-143  
Ord. No.:  
Vote - Ayes:  
Noes:  
Absent:  
Approved:  
Denied:  
Not Recommended:  
Minute Order Attached:  
No Action Necessary:

The foregoing instrument is a correct copy of the original on file in this office.

Date:  
ATTEST: MARGIE WILLIAMS, Clerk of the Board  
County of Mariposa, State of California  
By:  
Deputy

**ADMINISTRATIVE OFFICER'S RECOMMENDATION:**
This item on agenda as:  
Recommended  
X For Policy Determination  
Submitted with Comment  
Returned for Further Action  

Comment:  

A.O. Initials:  

Action Form Revised 11/00
MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: ERIC TOLL, Planning Director
FROM: MARGIE WILLIAMS, Clerk of the Board
SUBJECT: Contract with Consulting Firm for Environmental Impact Report for the Hazel Green Ranch Resort Project
Res. –01-143

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on May 15, 2001

ACTION AND VOTE:

Eric Toll, Planning Director;
   A) Authorize the Planning Director to Sign a Contract with Selected Consulting Firm to Prepare an Environmental Impact Report for the Hazel Green Ranch Report

BOARD ACTION: Following discussion, (M)Stewart, (S)Pickard, Res. 01-143 adopted approving the recommended action, subject to approval of the contract by the developer, County Counsel and the County Administrative Officer, and upon receipt of funds to cover the costs of the report/Ayes: Reilly, Balmain, Stewart, Pickard; Excused: Parker.

cc: Ken Hawkins, Auditor
    Jeff Green, County Counsel
    File
MEMORANDUM

Date: May 7, 2001

To: Board of Supervisors

From: Eric Jay Toll, Director

Topic: Authorization for Planning Director to enter into a contract for the Hazel Green Ranch Resort Environmental Impact Statement

Request

Staff is seeking Board approval of enter into a contract to be reviewed and approved by County Counsel with a qualified consultant to prepare an environmental impact report/environmental impact statement (EIR/EIS) for the Hazel Green Ranch Resort. All costs, including staff costs, are paid by the applicant. No County funds go to this project. Board approval for the contract to be handled at Staff level allows the selected consultant to begin work immediately in the field.

Project

Hazel Green Resort is an 80 acre year round resort project proposing to develop on the Hazel Green Ranch in north central Mariposa County. The project site is located south of State Route 120 and along Old Coulterville Road adjoining Yosemite National Park. The proposed project is environmentally sensitive, and the major selling point for the project is the proponent's intent to create an eco-resort. The proponent has agreed to prepare a combined environmental impact report/environmental impact statement. The project requires an approval by the National Park Service for access from SR120.

Formal submittal of the application has been delayed until late summer or fall of this year. However, components of the EIR/EIS are seasonally sensitive. The applicant has agreed to preparation of the EIR/EIS in three phases. Phase I involves the completion of the time and seasonally sensitive studies. Phase II is preparation of the Draft EIR/EIS, and Phase III is preparation of the Final EIR/EIS.

Our Mission is to provide our clients with professional service and accurate information in a respectful, courteous, and enthusiastic manner resulting in a well-planned rural environment.
Seasonal sensitive studies

Completion of work associated with wildlife, botanical, and hydrological characteristics of the site need to be initiated immediately. The snowmelt and seasonal conditions are right to capture the appropriate data at peak data collection points. Additionally, traffic counts and calculations allow for off-season and shoulder-season counts if data collection begins prior to Memorial Day.

The proponent recognizes that if these data are not collected now, when the application is submitted in the Fall, the EIR/EIS would by delayed until Spring 2002 to repeat these studies. Effectively, this costs Destination Villages the potential of site development in 2002 and delays construction to 2003. The three phase approach saves the applicant time and money.

Lack of detail with the memo

The Proposal submittal deadline is Monday, April 30. Staff will review and recommend a selected consultant next week. The Board’s deadline for agenda packet for the May 7 meeting is April 27. Staff will deliver the preferred proposal to the Board prior to May 3. Staff asks that the Board authorize the Planning Director to execute a standard County personal services contract as reviewed and approved by County Counsel in order to expedite this project.

Proposal process

Staff, in concert with the applicant, initiated the process by soliciting letters of interest from firms on our list of qualified environmental consultants in January. During March, each of the firms sending a letter of interest was invited to formally submit qualifications for the purpose of preparing a “short list.” The short list was to be three to eight firms qualified to prepare the combined EIR/EIS. The reason for creating a shortlist was to narrow the number of firms bidding to the most qualified for this project. The actual proposals will be complex, time consuming, and expensive for the firms to prepare. Narrowing the number bidding is a process that saves time and money for the private sector as well as the County and applicant.

Six firms submitted Statements of Qualifications. All six were well-qualified, and were invited to propose. At the time this memo was prepared, it was believed that five of the six will submit formal proposals.

The proposal selection and scoring process was incorporated into the Request for Proposals (RFP, attached). The entire process, except for some voluminous reports from the applicant, has been undertaken electronically. The RFP was sent via e-mail, and all of the Proposals are anticipated to be received as electronic files. Selection is based on the experience of the team and scope of work. Price is not a primary selection factor, but it may be a determining factor between two closely scoring consulting teams. The Director has ultimate responsibility for firm selection, but Destination Villages is participating in that selection.

The applicant is aware that this is not the normal proposal process. As such, the applicant is responsible for costs incurred even if the project is not submitted or withdrawn prior to the completion of the Final EIR/EIS. This will be part of the contract with all parties.
Budget adjustment

A budget adjustment will follow at the May 15, 2001, meeting.

Project schedule

Phase I data collection, which includes the applicant’s requested hydrological and potable water studies, will start as early as May 14 in the field and should conclude around the end of July. The applicant and architects will meet with the EIR/EIS consultant and revise the final site plan for the project to address environmental impacts.

The EIR/EIS should commence in September with an anticipated January, 2002, completion date. The Final EIR/EIS should be completed by March. These dates allow for a late winter or early spring 2002 approval. Destination Villages could commence site development in Summer, 2002.
Hazel Green Ranch Resort

ENVIRONMENTAL IMPACT REPORT
ENVIRONMENTAL IMPACT STATEMENT

INVITATION FOR PROPOSALS
MARIPOSAPLANNING

ETOLL@SIERRATEL.COM • 209.966.0302
PO BOX 2039 • 5100 BULLION STREET
MARIPOSA, CA 95338-2039

SUBMISSION DEADLINE:
MONDAY, APRIL 30, 2001 • 3:00 PM

Our Mission is to provide our clients with professional service and accurate information in a respectful, courteous, and enthusiastic manner resulting in a well-planned rural environment.
Introduction

The County of Mariposa is inviting your firm to submit a Proposal to prepare the Hazel Green Ranch Resort Environmental Impact Report. This is a three phase project that will span two fiscal years. There are unique characteristics to this approach. First, the formal project application has not been submitted. The first phase of this contract will be the accumulation of the environmental database that is sensitive to seasonal issues. Second, the incumbent consultant will remain an independent third-party reviewer, but the first phase work program will be used by Sazaki Associates of San Francisco for completion of the project design. Then the environmental impact report will be prepared.

Deadline for submittal

Proposals must be received by 3:00 p.m. on Monday, April 30, 2001. Proposals may be submitted as e-mail attachments (preferred), hard copies, or both. No facsimiles please, the quality just doesn’t work when we make and distribute copies. If submitted an e-mail attachment, an Adobe PDF file is preferred. Otherwise, we have MS Word 2000 or Corel Word Perfect 2000 as our readers. Remember in the latter, we may not have the same fonts with which you prepared the proposal. If submitting hard copies, please send one unbound original and 10 copies. If sending the proposals via the mail, use our post office box. The Post Office does not deliver to the Government Center, and may not notify us of an express mail until the next business day. FedEx, UPS, RPS, and other couriers all deliver here by 3:00 p.m. Recognizing that e-mail with attachments can sometimes be delayed, your e-mail must have a “sent” time stamp when viewed on the full header that is prior to 3:00 p.m.

General project description

The Hazel Green Ranch is eighty acres of property located adjoining Yosemite National Park in northern Mariposa County and a small portion of southern Tuolumne County.
Mairpoza County is the lead agency. The proposed project encompasses development of an environmentally-oriented resort on a yet-to-be-defined portion of the 80 acres. In addition, access is proposed to be derived from California Highway 120 through land within Yosemite National Park. The December 2000 Valley Plan for Yosemite National Park also identifies that a parking facility for the Park will ultimately be located on the subject property.

While there are conceptual design plans, the final project design which will be subject to the environmental impact report has not been completed or submitted. This contract will be awarded to cover three phases of work. Compensation need only be detailed for Phase I.

Three phase work program

The intent is to divide this assignment into three phases. Database collection and creating environmental settings are to be the primary product from Phase I. Phase II is the preparation of the Draft Environmental Impact Report/Environmental Impact Statement. Phase III is the Final Environmental Impact Report/Environmental Impact Statement. The selected consultant will also be responsible for preparing the appropriate Federal and local notices for the project, including the Record of Decision.

Phase I: Environmental Setting

In this first phase, work needs to start immediately. We are projecting that the Board of Supervisors will award the contract on Tuesday, May 8. Early consultation with responsible and trustee agencies is expected at this stage. Actual field work is to focus on seasonally sensitive components, and those not dependent on project design. Baseline data will be collected in this phase.

We view the seasonal issues to be flora, fauna, baseline traffic counts—particularly through holiday periods, hydrology, geohydrology, and availability and quality of groundwater. Some work has been completed, and other work will need to be developed for both the EIR/EIS and the project design.

Flora and fauna

The applicant has caused a Biological Survey Report (with the computer problems, it was not feasible to convert the application to electronic form; it is going out FedEx for Friday,
April 13 delivery) to be prepared by Michael W. Skenefield. The 1999 document also includes a Great Grey Owl survey. It is anticipated that peer review of this study is an appropriate level of analysis for the environmental setting. The peer review may recommend further studies for the EIR/EIS, or it may find that the level of prepared work is suitable quality and independence to be merged with the peer review for the EIR.

**Cultural resources**

A significant undertaking of historic and pre-Colombian sites has been prepared by Dr. Kyle Napton, director of the Stanislaus State Institute for Archaeological Resources. Portions of Dr. Napton’s summary is attached. The complete report with site survey details will be submitted to the incumbent. Peer review is anticipated to be sufficient. This document is also in the FedEx package.

**Surface and subsurface hydrology**

No work has been undertaken in these areas of environmental review. The proponent is anticipating utilizing the consultant’s work to determine the quality, quantity, and use of water for the project. The data collected here are for both project design and the setting for the EIR/EIS.

**Traffic**

Without a project description, it is not feasible to assess traffic impacts. However, using historic data and new data collection, traffic patterns, counts, and related information need to be collected. The traffic data will require close work with CalTrans, the Park Service, and both Mariposa and Tuolumne Public Works Departments. The need here is to generate baseline data. One critical component of collecting historic data and future projections is to remember that Highway 140, the central gate to Tuolumne, was closed or access restricted from spring 1997 until Fall, 2000. This needs to be considered in the traffic data. Mariposa Planning is updating the County’s General Plan. Robert Eckols of Parsons in San Jose is handling the Countywide traffic issues, and will share data with the incumbent.

**Air quality**

Mariposa is an attainment area, and although air quality issues are seasonal, it is believed that a review of literature is likely to be appropriate for this topic. However, if we are missing something in our thoughts, your recommendations are appreciated.
Other issues

Other environmental issues, such as geology, seismic, and so on, are not seasonally sensitive in terms of environmental analysis. Your recommendations on need-to-include or ability to defer until the Draft EIR are appreciated.

Timeline for ramp-up and completion; product delivery

This is one of the most important components in the decision process. We need to know how quickly you can get into the field during the spring, and when you anticipate a final report to be submitted. If you are proposing interim or periodic issue reports, please let us know. Phase I timing affects the entire project timing. We'll be reviewing proposals seeking client-responsive timelines and product delivery concepts designed to accomplish this objective.

Phase II: The Draft EIR/EIS

Once the project application is submitted in Fall, 2000, a certifiably complete, legally defensible environmental impact report needs to be prepared. The timing of the application will be dependent on the completion of Phase I.

The proposed project has created significant interest in early publicity among business, public, and environmental groups. Because of proximity to Yosemite National Park, there is national interest in the project. No individual group has publicly stated irrevocable opposition to the project. However, a number, including the Sierra Club, Yosemite Association, and the Foothill Resource Council, have all indicated that they are “reserving judgment.”

The proposed project may also include field classroom facilities for the new University of California at Merced. UC/Merced is in the process of preparing its environmental impact report and environmental impact statement. EIP Associates in Sacramento is working on the “University Community” component for Merced County. URS in Oakland is preparing the campus EIR/EIS. There may be shareable or related data from one of these two projects.

EIR Approach

The County is desirous of a plain language comprehensive environmental impact report. Public participation and inter-agency cooperation are significant aspects for the process because of the location. We would like to see an approach to the EIR included in your proposal. We’re looking for creativity, a successful record of completion, thoroughness, and those special approaches that make your proposal unique and compelling from others. The Draft EIR component need to go into extreme detail, unless you believe it is appropriate to provide a competitive edge for your proposal.

Public hearings and scoping

We expect the public to be a part of the process. You tell us how we can make this a successful integrated component and not an after-thought. We require a public hearings in Mariposa, somewhere in Supervisorial District 2 (Coulterville, Greeley Hill, Buck Meadows), and potentially within the Park.
Timeline and product

Your proposal should include a conceptual timeline for major milestones in the Draft EIR/EIS process. In addition to typical products, such as the administrative draft and the publication version of the documents, you will be responsible for publication and distribution of required public and agency notices of preparation, Federal Register publications, and other requirements of the National Park Service. Please include in your project description your approach to these issues.

Phase III: Final EIR/EIS

The proposal should outline and describe the approach you'll want to implement for the Final EIR/EIS. Among your products will be all noticing, records of decision, notices of determination, and appropriate filings. We also would anticipate that the incumbent will prepare the appropriate certification findings, statements of overriding consideration, Records of Decision, and Notices of Determination.

Provide us with a conceptual approach you'd recommend for the Final EIR/EIS.

Pricing

Mariposa's policy is that all pricing and rate sheets are to be submitted in a separate document, or in the case of e-mail submission, a separate attachment. We review the proposals based on our selection criteria in the Request for Proposals. A ranking of consultants is prepared. In the case of a close competition, the budget can be a factor.

At this stage, however, we are seeking a firm "not-to-exceed" budget for Phase I. We recognize that each firm may present a different approach to the work in Phase I, which obviously makes comparing dollars an "apples and oranges" component. Therefore, while we want your firm price for the work in Phase I, we may negotiate with the selected firm to better refine the scope of work. It is our view that the scope of work and approach are more important than the dollars...to a point. I don't know what that point is, so if you have questions, please call me on Tuesday, April

Proposal approach

This project has unique opportunities and challenges, and it is going to be a showcase for your firm because of the location. We are looking for a plain language, well organized, certifiably complete, and legally defensible product. We're looking for sensitive and anticipative public participation. We don't want to be blindsided on missed issues.

You need to list your team members, but we do not need a repeat of the resumes from your Statements of Qualifications, unless you are making a change in personnel or subconsultants.

With this short timeline, you're probably wondering about level of detail. We really don't need detail discussion of the EIR process, unless you have something really compelling you
want us to understand in detail. We're looking for your conceptual approach as described. The meat and potatoes of your proposal should focus on the work program for Phase I.

Selection criteria

We have full confidence that you and your competitors can accomplish our objectives. We'll use the following criteria and weighting to develop a scoring system:

Understanding of the project and compelling approach .......................................................... 15%

Scope of work for Phase I ........................................................................................................ 20%

Schedule and timeline .............................................................................................................. 15%

Conceptual approach to the Draft EIR/EIS .............................................................................. 15%

Public participation program ................................................................................................. 10%

Conceptual approach to the Final EIR/EIS ............................................................................ 5%

Multi-agency involvement and scoping .................................................................................... 10%

Attention to detail .................................................................................................................. 5%

Price ....................................................................................................................................... 5%

Schedule

Proposals will be distributed to reviewers before the close of business on Monday, April 30. The selection will be made by Friday, May 4. The budget adjustment and authorization to enter in a contract will be before the Board of Supervisors on Tuesday, May 8. When can you start in the field if we meet those dates?

Conclusion

Knock our socks off.

If you have any questions, please e-mail me at ejtoll@Sierratel.com or call me at 209-966-0302. I will be out of the office on Thursday, April 12 through Monday, April 16.