

**DATE:** January 18, 2018

**TO:** WCA Governing Board

**FROM:** Roxana Witters, Project Manager

**THROUGH:** Mark Stanley, Executive Officer

**SUBJECT:** Item 17: Consideration of a resolution to authorizing a contract with BlueGreen Consulting to provide Planning and Design Services for the Crystal Lake Recreation Area and San Gabriel Canyon Master Plan.

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**RECOMMENDATION:** That the Watershed Conservation Authority (WCA) Governing Board authorize a contract with BlueGreen Consulting to provide Planning and Design Services for the Crystal Lake Recreation Area (CLRA) and San Gabriel Canyon Master Plan for an amount not to exceed \$382,985.

**BACKGROUND:** The United States Forest Service ('USFS') Angeles National Forest ('ANF') has partnered with the WCA to plan recreational improvements and ecological restoration opportunities with the San Gabriel Canyon with a focus on improving public access and use while mitigating their impacts. The San Gabriel Canyon project areas is defined as the portion of the San Gabriel River Watershed situated within the San Gabriel Mountains National Monument ('Monument' or 'SGMNM'), located on the ANF. Found within San Gabriel Canyon is the historic Crystal Lake Recreation Area (CLRA). It is a historic resort complex located within the Angeles High County, high up in the San Gabriel River Watershed. However, many of its recreational opportunities are underused, including: fishing, hiking, camping, backpacking, mountain biking, and snow play. The geographical location and limits of these project areas are shown on the maps and provided as Exhibit A. Site photos are included as Exhibit B.

ANF and SGMNM lands represent one of the most important sources of natural open space-based recreation activities for residents of the Los Angeles Basin. An estimate 15-million people live within a 90-minute commuting distance of the ANF, and approximately over 3.5 million visits annually. Much of this recreational demand is concentrated in areas that are relatively flat with road access which are very few throughout the dominantly steep topography of the San Gabriel Canyon. These locations are often along rivers and streams found along the reaches of the East, North, and West Forks of the San Gabriel River. The heavy use combined with the lack of facilities along these concentrated use areas has resulted in the degradation of environmental conditions.

From a land management perspective, the current conditions of the concentrated use areas are not sustainable. This is, in part, due to a combination of inadequate support facilities and amenities, and the extreme peak in demand and congestion from visitors. In contrast, CLRA is experiencing a multi-decade trend of low use due to its more remote destination within the canyon even though it is unique to other sites in the Canyon with attributes such as: lake fishing, large conifer trees, and scenic views. Thus, the goal of ANF and WCA is to select consultants that will support Canyon-wide recreation management planning with the goal of balancing the needs four resource protection and recreational use. One of the objectives within this goal is to produce a canyon-wide master plan. Another objective is to create a specific (re)development plan for the CLRA that identifies site components and programmatic elements

that are to be rehabilitated or added, as funding becomes available, to meet the current and anticipated needs of a growing and culturally diverse population.

The Watershed Conservation Authority (WCA) released a request for proposals on August 10, 2017 for qualified organizations and individuals to provide consulting services to substantially support the production of a development plan for Crystal Lake Recreation Area (CLRA) and a conceptual recreation master plan for the San Gabriel Canyon portion of the San Gabriel Mountains National Monument. The RFP is attached as Exhibit C.

The WCA received two (2) proposals, both of which were determined to be responsive to the mandatory requirements set forth in the RFP. WCA and Angeles National Forest staff evaluated the proposals (see Exhibit D: CLRA Plan Proposal Scores and Ranking). BlueGreen was unanimously determined by the interagency review team as offering the highest benefit to value to the WCA and its partners in providing the requested services. This determination was established on a combination of experience and qualification, quality and quantity of proposed services, and proposed fee.

<b><i>Proposal</i></b>	<b><i>Final Ranking After Interviews</i></b>
BlueGreen Consulting	1 <sup>st</sup>
AHBE	2 <sup>nd</sup>

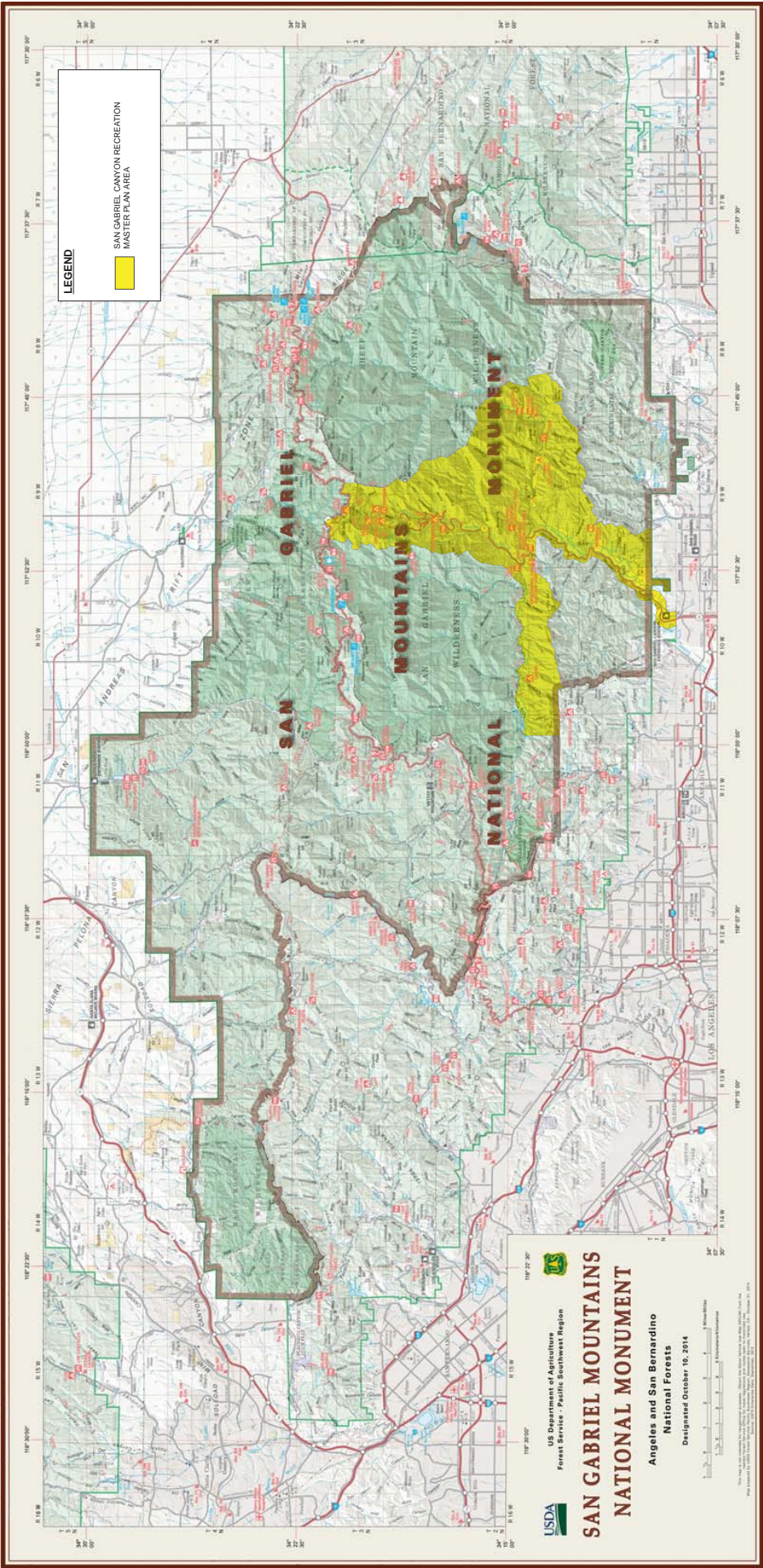
<b><i>Proposal</i></b>	<b><i>Total Proposed Fee for Mandatory Tasks Only</i></b>	<b><i>Total Proposed Fee with Optional Tasks</i></b>
BlueGreen Consulting	\$297,970	\$382,985
AHBE	\$448,687	\$497,387

The above table summarizes the fees proposed by each consultant. While BlueGreen's proposed fee was lower than AHBE's, the review team unanimously agreed that BlueGreen's proposed methods and deliverables were more expansive in providing services across the full project area. Their proposal equally addressed the main sites of concern and the recreational opportunities within greater project area. Fee was one of several factors contributing to the selection of a recommended proposal. In regard to project understanding, BlueGreen presented a superior awareness of the present site conditions, as well as of the goals and objectives of the project and the U.S.FS.. A breakdown of BlueGreen's proposed tasks and budget for the project is provided as Exhibit E. The final evaluation score per proposal is listed in the table below.

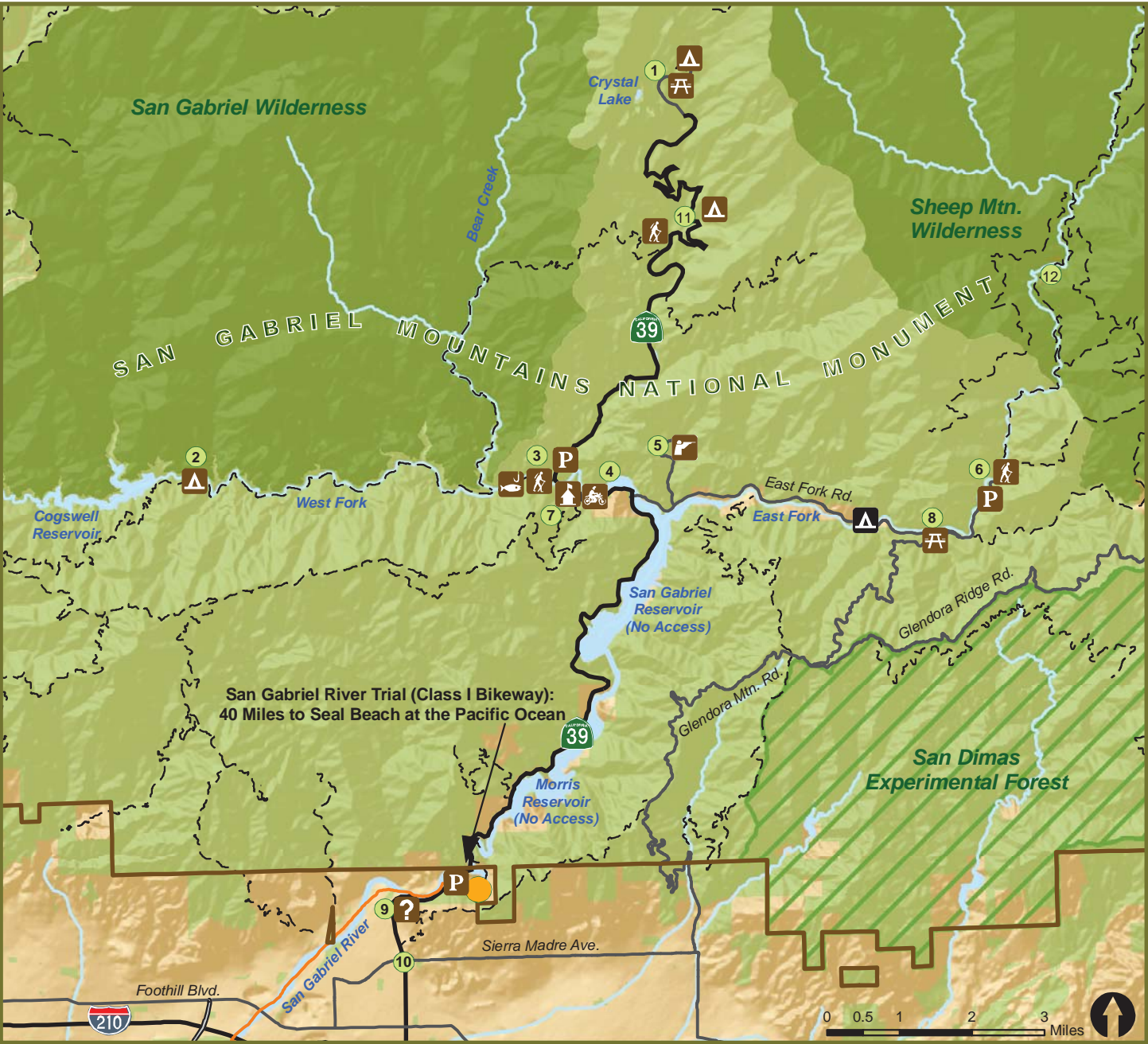
<b><i>Proposal</i></b>	<b><i>Final Evaluation Score</i></b>
BlueGreen Consulting	95.6
AHBE	84.8

Staff, with U.S. Forest Service concurrence, recommends award of the consultant contract with BlueGreen Consulting to provide Planning and Design Services for the Crystal Lake Recreation Area (CLRA) and San Gabriel Canyon Master Plan for an amount not to exceed \$382,985.

**FISCAL INFORMATION:** The proposed professional services are to be funded through a Supplemental Project Agreement (SPA 1) with Forest Service which was accepted by the WCA Board on June 25, 2015. SPA 1 includes \$499,801 in dedicated funding for the CLRA and San Gabriel Canyon Master plan. Award of this contract is within the \$384,783 budgetary line item for Planning, Public Outreach, and Design.







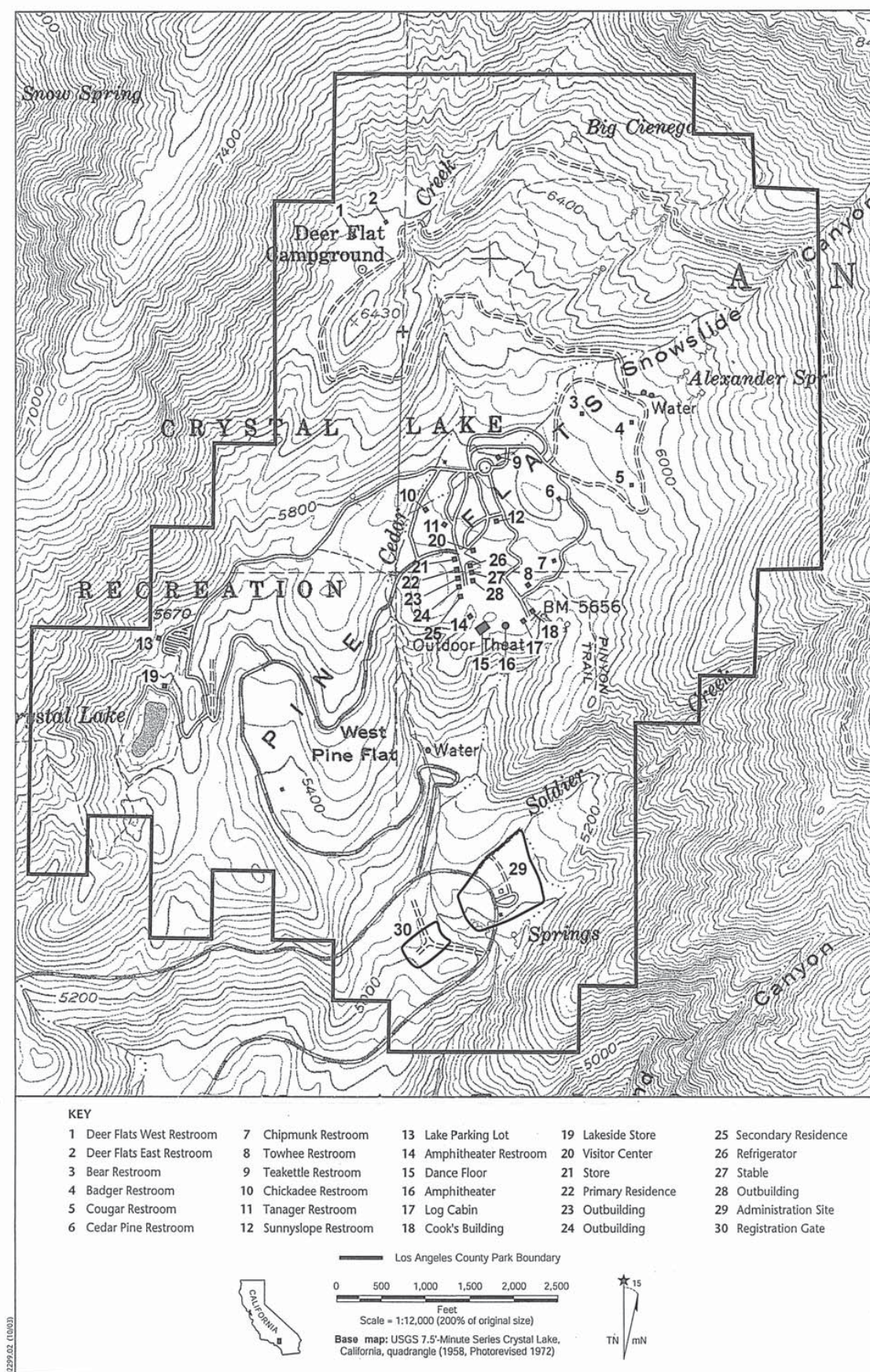
- |   |                                    |  |
|---|------------------------------------|--|
| WCA River Wilderness Park (No River Access) | Crystal Lake                       | San Gabriel Cyn Environmental Education Center |
| Highway                                     | Glenn Trail Camp                   | Oaks Picnic Area (River Access)                |
| Improved Road                               | West Fork Trailhead (River Access) | Gateway Center (Adventure Passes Sold Here)    |
| San Gabriel River Trail                     | San Gabriel OHV Area               | Stop & Go Market (Adventure Passes Sold Here)  |
| Trail                                       | Burro Canyon Shooting Park         | Coldbrook Campground                           |
| Park and Open Space                         | East Fork Trailhead (River Access) | Bridge to Nowhere                              |
| USDA Forest Service Administrative Boundary | Campground                         | Trailhead                                      |
| Experimental Forest (Closed to the Public)  | Campground (Private)               | OHV Area                                       |
| Wilderness Area (Protected)                 | Parking Lot                        | Shooting Park                                  |
|   | Picnic Area (Day Use)              | Information                                    |
|   | Fishing                            | Education Center                               |

For more info, including current conditions please visit [www.fs.fed.us/r5/angeles](http://www.fs.fed.us/r5/angeles)

Adventure Pass required to park within National Forest

Remember, Please Don't Litter!









Above: Crystal Lake Recreation Area, note the increased exposure of the lake bed from the surrounding tree line.





Above: Damaged road conditions at Crystal Lake Recreation Area.



Above: Active Visitor Center at Crystal Lake Recreation Area.





Above: Crystal Lake Recreation Area Amphitheatre no longer active or in use.



Residences within the Crystal Lake Recreation Area.





Above: Campground conditions, note the site amenities impacted by debris flow.



## REQUEST FOR PROPOSAL

### REDEVELOPMENT & ENHANCEMENT PLANNING FOR CRYSTAL LAKE RECREATION AREA

and

### RECREATION MASTER PLANNING FOR SAN GABRIEL CANYON



**Watershed Conservation Authority**  
100 North Old San Gabriel Canyon Road  
Azusa, CA 91702

**Primary Contact:**  
Roxana Marashi, Project Manager  
626-815-1019 ext. 114  
[rmarashi@wca.ca.gov](mailto:rmarashi@wca.ca.gov)

**Date of Release: August 10, 2017**



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### **EXHIBITS** – available at [www.wca.ca.gov/CLRA\\_Planning\\_RFP](http://www.wca.ca.gov/CLRA_Planning_RFP)

Exhibit A:	WCA Information Sheet ( <a href="#">direct link here</a> )
Exhibit B:	Site Maps ( <a href="#">direct link here</a> )
Exhibit C:	Site Photos ( <a href="#">direct link here</a> )
Exhibit D:	Project Team Organizational Chart ( <a href="#">direct link here</a> )
Exhibit E:	Sample Agreement for Consultant Services with Insurance Alternatives ( <a href="#">direct link here</a> )
Exhibit F:	Project Bibliography ( <a href="#">direct link here</a> )

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## 1. INTRODUCTION AND OVERVIEW:

The Watershed Conservation Authority (WCA) is requesting proposals from qualified organizations and individuals to provide consulting services that will substantially support the production of a development plan for Crystal Lake Recreation Area (CLRA) and a conceptual recreation master plan for the San Gabriel Canyon portion of the San Gabriel Mountains National Monument as described in detail within Section 5 of this Request for Proposals (RFP). Consulting professionals and technical service providers may include, but shall not be limited to licensed landscape architects, civil engineers, biologists, hydrologists, natural resources planning professionals, environmental scientist, and transportation planners. Final deliverables shall meet the project purpose and objectives identified below and in Section 3 of this RFP. The intent of this RFP is to select qualified firm(s) or individual(s) with a work plan that is most beneficial to the WCA and its partners in providing the requested services.

- 1.1. About the WCA: The WCA is a local public agency of the State of California recognized as a 'joint powers authority', exercising the shared powers of the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC) and Los Angeles County Flood Control District (LACFCD) pursuant to Section 65000 et seq. of the Government Code. The purpose of the WCA is to provide for a comprehensive program to expand and improve open space and recreational opportunities for the conservation, restoration, and environmental enhancement of the San Gabriel and Lower Los Angeles Rivers Watershed area consistent with the goals of flood protection, water supply, groundwater recharge and water conservation. Additional information about the agency can be found at [www.wca.ca.gov](http://www.wca.ca.gov) and within Exhibit A, WCA Information Sheet.
- 1.2. Project Background: The United States Forest Service ('USFS') Angeles National Forest ('ANF') has partnered with the WCA to plan recreational improvements and ecological restoration opportunities with the San Gabriel Canyon with a focus on improving public access and use while mitigating their impacts. The San Gabriel Canyon project areas is defined as the portion of the San Gabriel River Watershed situated within the San Gabriel Mountains National Monument ('Monument' or 'SGMNM'), located on the ANF. Found within San Gabriel Canyon is the historic CLRA. The geographical location and limits of these project areas are shown on the maps provided within Exhibit B while site photos are included in Exhibit C.

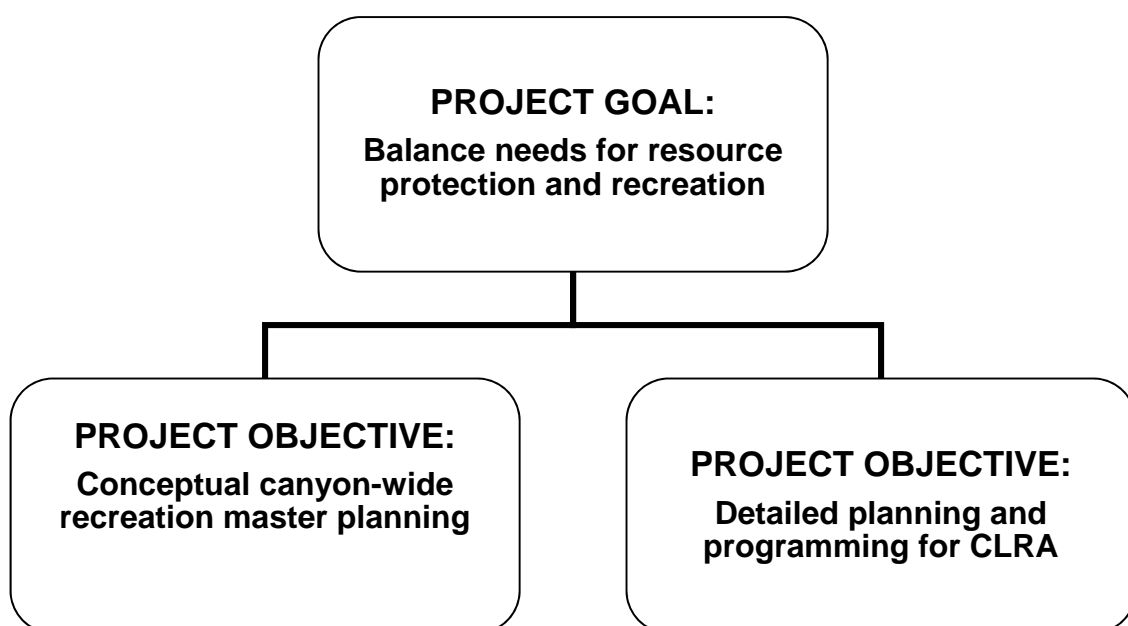
ANF and SGMNM lands represent one of the most important sources of natural open space-based recreation activities for residents of the Los Angeles Basin. This area also serves as a tourism destination. It is estimated that over 15-million people live within a 90-minute commuting distance of the ANF, with over 3.5 million visiting annually. Much of this recreational demand is directed toward San Gabriel Canyon. Due to steep topography and dense chaparral that dominates the canyon landscape, this recreation is highly concentrated in areas that are relatively flat with road access. Particularly during the warmer seasons, large crowds are drawn to concentrated use areas, as well as the developed San Gabriel Canyon Off- Highway Vehicle Area. Yet, as a more remote large-scale developed recreation destination within the Canyon, the CLRA is experiencing a multi-decade trend of low use.

According to the ANF Land Management Plan (ANF LMP), "Concentrated Use Areas are locations throughout the national forest where large groups of people recreate outside of established recreation facilities. These locations are often along rivers and streams with

easy road access, and lack the trash collection, restroom, and other facilities found at traditional developed sites.” The most popular Concentrated Use Areas on ANF are found along reaches of the East, North, and West Forks of the San Gabriel River where visitors can park and access the stream channel within a few hundred feet. The heavy use combined with a lack of facilities along these Concentrated Use Areas has resulted in the degradation of environmental conditions. Impacts include: litter deposition, damage to vegetation, soil compaction and erosion, and stream alteration where visitors build rock dams in the river bed to create recreational bathing pools.

In contrast to the Concentrated Use Areas, the CLRA is a historic resort complex location within the Angeles High County, high up within the San Gabriel River Watershed. Underutilized opportunities include, but are not limited to fishing, hiking, camping, backpacking, mountain biking, and snow play, all set within a landscape valued for its scenic quality. Attributes of the CLRA that are unique to other sites in the Canyon include lake fishing, large conifer trees in groups and as scattered individuals, and views of distant landscapes. The built environment is maintained in a rustic image.

From a land management perspective, the current conditions within the Concentrated Use Areas are not sustainable. This is, in part, due to a combination of inadequate support facilities and amenities, and the extreme peak demand and congestion. At the same time, the reduction in use at the CLRA is seen as a result of: 1) access limitations, including the long-term closure of State Route 39; and 2) uses and amenities that are either degraded or antiquated in terms of meeting the needs of current and future users. Various improvements have been implemented to various recreation sites in San Gabriel Canyon. The consultants will be given a listing of improvements in this area in the past 12 years. Thus, the intent of this RFP is to select consultant(s) that will support Canyon-wide recreation management planning with the goal of balancing the needs for resource protection and recreational use. One of the objectives within this goal is to produce a canyon-wide master plan. Another objective is to create a specific (re)development plan for the CLRA that identifies site components and programmatic elements that are to be rehabilitated or added, as funding becomes available, in order to meet the current and anticipated needs of a growing and culturally diverse population.





## 2. INSTRUCTIONS TO PROPOSERS:

- 2.1. Responses to this Request for Proposals (RFP) shall be made according to the specifications and instructions contained within this solicitation, both in terms of content and sequence.
- 2.2. Submittals must be received by WCA **before 3:00pm, September 15, 2017.**
- 2.3. Proposers must submit six complete copies (five bound and one unbound) and one digital copy of the proposal on a compact disk (CD) to:

**Watershed Conservation Authority  
100 N. Old San Gabriel Canyon Road  
Azusa, CA 91702  
Attention: Roxana Marashi**

- 2.4. Proposal submittals shall be paginated and organized as indicated in Section 11 of this RFP. Specific requirements for the content and format of the proposals are included hereinafter in Section 11 and Section 12 of this solicitation.
- 2.5. Questions regarding this RFP are welcome and shall be made in writing at to rmarashi@wca.ca.gov. Verbal questions are also welcome during a non-mandatory site visit. It should be noted that all questions and responses shall be recorded by WCA and distributed to all other potential proposers through the WCA website at [www.wca.ca.gov/CLRA\\_Planning\\_RFP](http://www.wca.ca.gov/CLRA_Planning_RFP). Details of the non-mandatory site visit are identified below in Section 2.7.

It is also recommended that potential proposers inform Ms. Marashi of their intention to respond to this RFP, in order to receive email notification(s) of any supplemental information regarding this solicitation including addenda and responses to questions.

- 2.6. Proposers understand and agree that submittal of a proposal will constitute acknowledgment and acceptance of, and a willingness to comply with, all of the terms, conditions and criteria contained in this RFP, including attachments thereto, except as otherwise specified in this proposal. Any and all parts of the submitted proposal may become part of any resultant contract between the selected Consultant(s) and WCA. A sample WCA Agreement for Consultant Services with insurance alternatives is included as Exhibit E.
- 2.7. A beneficial site visit will occur on **August 23, 2017 at 11:00 am**. This site visit is not mandatory to proposal acceptance. Staff will meet interested parties at **Crystal Lake Visitor Center** located on North Crystal Lake Road, north-east of Crystal Lake. Directions: from Interstate 210, exit at Azusa Ave (State Route 39) and drive north for approximately 24 miles. Turn right onto Crystal Lake Road, and continue for approximately 2 miles. The cafe is located on the right side of the road.

For the purposes of the site visit, a National Forest Adventure Pass will not be required; staff from the Forest Service will issue 'Administrative Passes' for the duration of the meeting. Upon arriving, you will be given instruction on where to park. Attendees should be properly attired for walking along paved and unpaved surfaces as well as traversing

uneven and steep slopes. Closed-toed shoes, water, hat and long pants are advised. It is further advised that vehicles are fully fueled before entering the Canyon. Please note that there is little to no cell phone reception once you leave Azusa.

### **3. PROJECT COMPONENTS:**

#### **3.1. Summary of Components:**

##### **Redevelopment & Enhancement Planning for CLRA**

- Component 1 includes the production of a report analyzing the feedback from outreach methods including two public meetings with the assistance of ANFService staff to gather input on the best alternatives for improving CLRA.
- Component 2 requires the production of an existing conditions reports followed by a stakeholder driven planning process culminating in the production of a comprehensive development plan and programming report for the CLRA.
- Component 3 involves the production of a detailed report focusing on habitat enhancements to Crystal Lake to ensure its long-term sustainability as a beneficial recreational and ecological resource. The report shall be prepared alongside Component 2, and will be incorporated as an appendix to the development plan and programming report prepared for the CLRA. Elements may include investigations into lake aeration system, dredging and lake lining to improve water retention, and other habitat enhancement activities that will improve water quality and lake and fishing conditions in order to create a high quality and unique recreation experience.
- Component 4 consists of the production of an engineering report focused on roadway and pavement improvements, and debris flow management within the CLRA. The report shall be prepared alongside Component 2, and will be incorporated as an appendix to the development plan and programming report prepared for the CLRA. Traffic circulation and assessments pertaining to debris flow management are crucial to determining appropriate repairs to roadways and parking areas at Crystal Lake and Deer Flat Campgrounds, as well as access roads to and from the lake and to the historic dance hall.
- Component 5 entails the production of a report focused on facility and site amenity renovations as part of the conceptual masterplan. Damage to existing facilities have accumulated over the years, necessitating an analysis and evaluation of site facilities in order to provide recommendations for upgrades, replacements and reconfiguration as necessary to meet current and anticipated public use.

##### **Conceptual Recreation Master Planning for San Gabriel Canyon**

- Component 6 will be included as a separate section of Component 1 report analyzing the feedback from public outreach methods specifically for elements for the San Gabriel Canyon master plan. Items will include public comments from two public meetings with the assistance of ANF Service staff presenting existing conditions of the San Gabriel Canyon and gathering ideas for the development of the master plan.



- Component 7 requires the production of a conceptual recreation programming report and master plan that pertains to all developed and dispersed recreation within San Gabriel Canyon that is under the management of ANF. This is envisioned as a high-level, long-term planning process.

3.2. Elaboration on Component 1: This component involves the support and expertise in creating a public participation process that will involve the community, interested parties and ANF Service staff to build a consensus around the best alternatives for improving CLRA. At least two public meetings with the assistance of ANF Service Staff will take place to present recommendations and findings and to gather public input on the types of improvements that are in high public demand.

Elaborating on Component 2: This component shall identify physical improvements, new and enhanced public recreational spaces, and opportunities for ecological restoration within the CLRA. As an example, providing safe public access to Crystal Lake may be identified as a priority among stakeholders, and therefore applicable stair repairs and dock construction may be considered as a programming element.

This component will begin with an assessment of existing conditions, including an inventory of resources, built infrastructure, geomorphologic and hydrologic investigations, biological and cultural resources, and a limnological assessment of Crystal Lake and its tributaries. See component 3 through 5 for further detail. The consultant shall collect both secondary and primary data to support the existing conditions report.

The redevelopment and enhancement plan and report shall be prepared at the culmination of a consultant led planning process, incorporating: 1) input from the ANF, WCA, and other known stakeholders to inform the basis of three Initial Conceptual Options for improvements and modifications to the existing facilities; and 2) subsequent stakeholder input supporting the production of a final development/redevelopment plan proposal. This report shall include: 1) a project introduction section with relevant background, 2) a description of the stakeholder outreach process with a summary of stakeholder comments, 3) a presentation of the proposed improvements, enhancements and modifications, inclusive of a detailed schematic plan, 4) conceptual design guidelines, consistent with the ANF LMP and other relevant USFS guidelines, and 5) a schematic cost estimate.

Elaborating on Component 3: This is a supporting technical report to Component 1 with recommendations focused on habitat enhancements to and immediately surrounding Crystal Lake to support its long-term use as a recreation and ecological resource. After careful environmental assessment of existing conditions on site, recommendations may include: lake aeration system, dredging and lake lining to improve water retention, and other habitat enhancement activities that will improve water quality and lake and fishing conditions in order to create a high quality and unique recreation experience. There are few standing water bodies (reservoirs or lakes) on the ANF where visitors are allowed to fish. Crystal Lake offers a unique fishing experience that allows visitors to fish in the only natural lake on the Angeles surrounded by majestic views and minimal development. The water level and water quality in the lake has suffered due to drought and other factors which has decreased the value of the fishing experience at Crystal Lake. This combined with limited fish stocking within the ANF has resulted in a reduction in fishing opportunities or fishing quality. Crystal Lake has the potential to be a premier fishing destination within the ANF which could improve the recreation experience of visitors.

Elaborating on Component 4: Over the years, CLRA has experienced debris flows, and erosion that have caused deterioration to many of the roads, paved areas, and recreation facilities. Careful analysis of efficient vehicular circulations patterns, runoff drainage, and geotechnical conditions are crucial to determining specific engineering solutions. This includes, but may not be limited to: North Crystal Lake Road, Crystal Lake, and Deer Flat Campgrounds. At a minimum, this component will include: 1) a geotechnical and geomorphological investigation resulting in retrofitting and management recommendations; and 2) a transportation engineering study to determine changes needed for traffic flow in and out of campground loops, including recommendations for striping and directional arrows. Future transportation studies will be required for all recreation areas in San Gabriel Canyon, including but not limited to traffic studies, egress, and access to various sites. The analysis will also require studies of popular and congested areas to include, but not be limited to vehicle volume, traffic counts, constraints on parking lots, visitor usage, and recommendations to mitigate congestion. To clarify, CLRA does not require a traffic count study, only analysis on vehicle volume at parking lots, picnic areas, and campgrounds during the weekends to identify maximum public use and occupancy of the site during the busy summer and winter “snow play” months.

Elaborating on Component 5: CLRA is an old resort area with infrastructure, roads, water systems and facilities ranging from newly installed restrooms within recently renovated camping areas to an abandoned water systems and remnants of a historic dance hall. Under this component an assessment of these facilities, accompanied by a Forest Service employee, will support recommendations of what may be feasibly rehabilitated, repaired, repurposed, removed or abandoned in place. Feasibility criteria shall include the overall technical feasibility, applicable laws and USFS guidelines, and economic considerations, such as reasonable assumptions of benefit-to-cost. For some areas, including the lake, amphitheater, historic dance hall, Deer Flat Group Campground and others, further study will be needed to determine the best use of the infrastructure, roads and water systems for recreation use.

Elaboration on Component 6: This component involves the support and expertise in creating a public participation process that will involve the community, interested parties and ANF Service staff to build a consensus around the best alternatives for improving CLRA. At least two public meetings with the assistance of ANF Service Staff will take place to present recommendations and findings and to gather public input on the ideas for the development of the master plan.

Elaborating on Component 7: This component shall develop a conceptual master plan for recreation management within San Gabriel Canyon. The consultant shall manage a communicative planning process aimed at balancing competing interests to get to a comprehensive master plan with a high level of stakeholder support. Chapters of the programming report shall include: the planning process, existing conditions inventory and analysis, general approach to managing recreation and consistency with the ANF LMP, detail descriptions of programming by planning area (i.e. East Fork reach 1, East Fork reach 2, etc.), a presentation of the master plan, and design objectives and guidelines.

Programming elements have been envisioned to include: upgrading the permanent restroom facilities where applicable, a comprehensive approach using interpretive and directional signage, improved access at appropriate dispersed locations, and deterrents



to access where sensitive habitat and other resources are impacted. Innovative approaches and design solutions are welcome.

3.3. Management Goals: The purpose of the ANF/WCA cooperative effort is to find a balance between public enjoyment and resource conservation and protection. Specific objectives are:

- Promote Stewardship of Public Lands
  - Instill a sense of stewardship through design and messaging
- Protect Watershed Ecosystems
  - Safeguard the region's water supply
- Meet Public Needs for Recreation
  - Enhance the quality of recreation opportunities
  - Provide for diverse activities while managing for peak demand
- Ecological Restoration
  - Establishing Partnerships: "All Lands Approach"  
[www.fs.fed.us/news/2010/speeches/01/conservation.shtml](http://www.fs.fed.us/news/2010/speeches/01/conservation.shtml)
  - Restore, enhance, and maintain health of our National Forests
  - Build resilience of natural resources

3.4. Project Executive Committee: Membership of the Executive Committee will include, but not be limited to, the WCA Project Manager and other WCA staff, and USFS staff representing the SGMNM / San Gabriel River Ranger District of the ANF and resource specialists from ANF, and will include fisheries biologist, wildlife biologist, botanist, archaeologist, civil engineers, hydrologist, landscape architects, etc. Although all formal direction to the Consultant will be from the WCA Executive Officer, or assigned WCA project manager, the Executive Committee will be the primary decision-making entity for the project.

3.5. Project Advisory Committee: Membership of the Advisory Committee will be made up of stakeholders and/or experts who will provide guidance on key issues relating to the project. Members shall include the Executive Committee, as well as, but not limited to, representatives from the San Gabriel River Ranger District including civil and transportation engineers, Los Angeles County Flood Control District, Sierra Club, Wilderness Society, Amigos de Los Rios, National Forest Foundation, Upper San Gabriel Valley Municipal Water District, Council for Watershed Health, U.S. Fish and Wildlife Service, California Department of Fish and Wildlife, Los Angeles County Department of Public Works, and USFS staff representing the ANF, Southern California Consortium, and Pacific Southwest Research Station.

3.6. Project Schedule: Anticipating award of contract no later than January 22, 2018, following the public meeting of the WCA Governing Board (tentatively scheduled for November 16, 2017). Work plans should target completion of requested services by November 30, 2018.

#### 4. **PROPOSALS:**

- 4.1. Proposers are requested to submit proposals offering requested services identified in Section 5 in accordance with the instructions identified in Section 2, and in a format specified in Section 11 and Section 12 of this RFP.
- 4.2. This RFP is a solicitation for proposals only, and is neither intended, nor to be construed as an offer to enter into an agreement or engage in any formal competitive bidding or negotiation pursuant to any statute, ordinance, rule, or regulation. Thus, the WCA reserves the unqualified right to reject any or all proposals for any reason. WCA is responsible only for that which is expressly stated in this RFP.
- 4.3. WCA is not responsible for, and shall not be bound by, any representations otherwise made by any individual acting or purporting to act on its behalf.
- 4.4. WCA shall not in any way be liable or responsible for any costs incurred in connection with the preparation, submittal, or presentation of any proposals prepared and/or submitted in response to this request. Responses to this RFP shall be made according to the specifications and instructions contained herein. Failure to adhere to RFP instructions may be cause for rejection of any proposal.
- 4.5. WCA reserves the right to interpret or change any provisions of this RFP at any time prior to the proposal submittal date. Such interpretations or changes shall be in the form of addenda to this RFP. Such addenda will become part of this RFP and may become part of the resulting contract. Such addenda shall be made available to each person or organization which has received an RFP. Should such addenda require additional information not previously requested a Proposer's failure to address the requirements of such addenda may result in the WCA's disregard of the Proposer's submittal.
- 4.6. WCA, at its sole discretion, may determine that a time extension is required for submittal of proposals, in which case an addendum shall indicate the new proposal submittal date.
- 4.7. No changes to the proposals shall be allowed after submittal to WCA.
- 4.8. Any agreement entered into by the Proposer shall be consistent with applicable federal, state, and local laws.
- 4.9. Proposers understand and agree that submittal of a proposal will constitute acknowledgment and acceptance of, and a willingness to comply with, all of the terms, conditions, and criteria contained in this RFP, including attachments thereto, except as otherwise specified in the proposal. Any and all parts of the submitted proposal may become part of any resultant contract between the selected Consultant and the WCA.
- 4.10. WCA will select successful Proposer(s) based on the identification of the highest benefit to the WCA and its partners in providing the requested services, regardless of race, creed, color, or gender. This determination will be established on a combination of experience and qualification, quality and quantity of proposed services, and associated cost.
- 4.11. The successful Proposer is also referred to as the Consultant in this document.



- 4.12. WCA reserves the right to award segments of the requested scope of work to more than one Consultant, and to make selections in the best interest of the WCA.
- 4.13. The Consultant shall take all formal direction from the WCA project manager assigned the responsibility for the project. All activities related to administration of the Consultant's agreement will be managed by the WCA project manager.
- 4.14. The project shall be overseen by the project manager or designee assigned by the Executive Officer of the WCA.
- 4.15. All services provided by the Consultant, and all materials, documents, reports, and other information of all types, including computer models developed by the Consultant for the project, and all works based thereon, incorporated therein, or derived there from, shall be the sole and exclusive property of the WCA, a public agency, and are intended for public use. Public documents and products lose their status as privileged and proprietary and may not be used for proprietary development of profit.

## **5. SCOPE OF SERVICES REQUESTED:**

- 5.1. Site Analysis: Consultant shall conduct a comprehensive site field reconnaissance, inventory and analysis, including but not limited to review of existing data related but not limited to the CLRA Improvements Project and the San Gabriel Canyon. A survey of existing conditions (roadways, bridges, utilities, drainage, and existing land use information) in the project site as warranted by the lack of availability of existing information, right-of-way mapping, utility mapping, historical/archaeological investigation, natural resources/biological investigation, topographical survey, and a conceptual hydrological investigation.
- 5.2. Feasibility Analysis: Consultant shall examine opportunities and constraints for (1) redevelopment improvements at CLRA and (2) elements within the Canyon-wide master plan and programming report while achieving the project purpose and objectives described within Section 1.2 of this RFP.
- 5.3. Public Outreach: The Consultant will hold two public meetings, scheduled from 4:30-7:30pm to gather public input on recreational requests for the CLRA Area facility and site amenity renovations as part of the conceptual masterplan.
  - 5.3.1. The Consultant will prepare presentation materials for outreach events using electronic presentation software and display boards.
  - 5.3.2. The Consultant will participate in outreach events by being available to outreach participants, making presentations, responding to questions, and by providing graphic and design content and dialogue with stakeholders.
  - 5.3.3. Technical experts will be present at outreach events to discuss environmental impacts/effects directly with the public on a one on one basis, and to collect and record comments.
- 5.4. Site Programming and Concept Design: Consultant shall conduct a comprehensive site concept planning program to produce three distinct concept site plans, and a detailed final site plan with a report that includes narratives, sketches, renderings, photos, etc.

This conceptual planning program shall define the basic functional and spatial needs, placement of proposed elements, projected costs, design standards, and/or other pertinent technical criteria and guidelines to be considered when designing solutions that will be efficient, effective and responsive to the present and future operational requirements of site visitors at CLRA.

For the purposes of this RFP, initial site programming features may be conceptual and submitted as preliminary sketches and conceptual plans but must show enough detail to provide initial review of the proposed actions and design concepts. If programming features are selected, all final design concepts shall be engineered to local governing building codes (i.e., International Building Code [IBC] 2009) and shall comply with USFS construction requirements in FP-03 Standard Specifications for Construction of Roads and Bridges on Federal Highway Projects (<http://flh.fhwa.dot.gov/resources/pse/specs/fp-03/fp-03usc.pdf>). All design concepts and features shall also: 1) comply with American with Disabilities Act and Architectural Barriers Act (ADA-ABA) Guidelines (<http://www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-ada-standards/background/ada-aba-accessibility-guidelines-2004>), and 2) be consistent with the Design Criteria for Southern California National Forest ([https://fs.usda.gov/Internet/FSE\\_DOCUMENTS/stelprdb5337818.pdf](https://fs.usda.gov/Internet/FSE_DOCUMENTS/stelprdb5337818.pdf)).

Concept plans and report shall also: 1) be consistent with the objectives of the ANF Land Management Plan (see [www.fs.usda.gov/main/angeles/landmanagement/planning](http://www.fs.usda.gov/main/angeles/landmanagement/planning)); 2) be consistent with the mission, vision, and guiding principles of both the WCA and USFS (see [www.fs.fed.us/aboutus/mission.shtml](http://www.fs.fed.us/aboutus/mission.shtml)); and 3) take into account the Outstanding Remarkable Values of the East Fork San Gabriel River so as to not affect its eligibility for potential designation as a Wild and Scenic River (see maps within Exhibit B, [www.rivers.gov](http://www.rivers.gov), and [www.fs.usda.gov/main/angeles/landmanagement/planning](http://www.fs.usda.gov/main/angeles/landmanagement/planning)).

Specific task shall include:

- 5.4.1. Meeting with agencies and other entities with regulatory, zoning, easement, utility, access, land use jurisdiction, or other interests in the project site to identify opportunities and constraints of potential program elements. Consultant shall prepare matrix/schedule of anticipated permitting requirements.
- 5.4.2. Identification of any and all critical adjacencies for existing and proposed program elements and features that should be considered in the conceptual site plan and intended operation and maintenance of the site.
- 5.4.3. In conjunction with the WCA, facilitation of technical issues based coordination meetings with Project Executive Committee and Project Advisory Committee for the CLRA key milestones. The Consultant shall be responsible for scheduling and coordination of all meetings related to the project. An organizational chart of the project team is included as Exhibit E.
- 5.4.4. Development of three unique conceptual site plans
- 5.4.5. Development of a detailed final preferred site plan, and “stand alone” report clearly articulating the rationale and justification for proposed programming, design solutions and ecological restoration activities



5.5. Community Visioning and Involvement Program: As an optional service, Consultant is invited to propose an innovative community visioning and involvement program. The Consultant shall identify procedures for establishing the composition and tasks for these group(s), and interacting with them in an efficient manner. Information collected should assist in identifying program elements desired by the local community and other potential facility users consistent with the project purpose and objectives. These services shall not be repetitive or duplicative of involvement and/or information collection activities provided by the existing Advisory Committee engagement or through the visitor survey (see Exhibit D).

5.6. Abbreviated deliverable list:

- 5.6.1. Report identifying the existing conditions of the site, outlining the results of project data collection including plant and animal survey results in ANF usable format, a detailed analysis of opportunities and constraints, and copies of field notes.
- 5.6.2. Committee meeting presentations and public outreach analysis reports.
- 5.6.3. Habitat enhancements and programming report.
- 5.6.4. Engineering report for roads and flow management.
- 5.6.5. Analysis of opportunities and constraints for site programming and conceptual masterplan.
- 5.6.6. Facility and amenity renovations report.
- 5.6.7. Draft programming and three distinct conceptual masterplans.
- 5.6.8. Final programming and conceptual site plan. Furnish to WCA two mounted copies (sized to Architectural E) of selected final preferred site plan, in color, and digital copies in PDF with supporting AutoCAD files in Version 14 format. Furnish to WCA 4-hardcopies and digital copies in PDF and Word Document and/or InDesign Version 6 formats of the site planning and programming report.
- 5.6.9. Final site programming and concept design report, clearly articulating the rationale and justification for proposed programming, design solutions and ecological restoration activities based on preferred conceptual plan. Furnish to WCA two mounted copies (sized to Architectural E) of selected final preferred canyon-wide site masterplan, in color, and digital copies in PDF with supporting AutoCAD files in Version 14 format. Furnish to WCA 4-hardcopies and digital copies in PDF and Word Document and/or InDesign Version 6 formats of the canyon-wide master planning report.
- 5.6.10. Recommendations and cost estimates for implementation of the preferred CLRA improvements and Canyon-wide masterplan elements.

5.6.11.

**6. SCHEDULE OF SERVICES:**

The Consultant should anticipate a two-month period prior to the issuance of a Notice to Proceed for proposal selection, contract negotiation, award of contract and contract execution. The completion of services is requested by November 30, 2018. The net period of work performance should be targeted for approximately ten months.

**7. COMPENSATION:**

The consultant shall be compensated based on hourly labor fees and direct costs for materials and travel based on a not-to-exceed contract amount. Payments for the work accomplished shall be made upon verification and acceptance of such work by the Executive Officer or his designee. Additional information about compensation and invoicing is available in Exhibit G: Sample WCA Agreement for Consultant Services with insurance alternatives.

Mileage for travel and material cost required to complete the Scope of Work shall be budgeted within the proposal work plan, and shall be incorporated into the not-to-exceed contract amount. WCA will reimburse the Consultant for mileage at its customary rate, currently at \$0.54 per mile. Reimbursable travel beyond budget amounts shall require advance approval from the WCA project manager. Per diem expenses are not reimbursable.

**8. SERVICES PROVIDED BY THE WATERSHED CONSERVATION AUTHORITY:**

WCA will provide access to all relevant data in its possession. However, WCA assumes no responsibility whatsoever with respect to the sufficiency or accuracy of any information supplied. The Consultant shall be responsible for evaluation of all information supplied by WCA.

**9. PROJECT MANAGER:**

The project manager is the person assigned by the WCA Executive Officer to oversee, direct, and coordinate this project and act as liaison to the other governmental departments and agencies. Ms. Marashi is the currently assigned project manager.

**10. MANDATORY CONTENTS:**

- 10.1. Section 1 - Cover Letter
- 10.2. Section 2 - Table of Contents
- 10.3. Section 3 - Organizational Documentation
- 10.4. Section 4 - Statement of Qualifications and Experience
- 10.5. Section 5 - Methods and Approach
- 10.6. Section 6 - Scope of Work associated with fees and budget
- 10.7. Section 7 - Acceptance of Terms and Conditions

10.8. Section 8 - Portfolio cut sheets, project references, and project team resume

# **11. SPECIFIC REQUIREMENTS FOR EACH SECTION OF THE PROPOSAL:**

- 11.1. Section 1: "Cover Letter" shall be a maximum two-page letter including the name and address of the organization submitting the proposal; whether the proposing firm is an individual, partnership, corporation, or joint venture; and the name, address, telephone number, and e-mail address of the contact person who will be authorized to make representations for the organization.
- 11.2. Section 2: "Table of Contents" shall provide a clear overview of proposal content using page numbering.
- 11.3. Section 3: "Organizational Documentation" shall include relevant information regarding organizational stability and strength, including a description/statement of the organization (e.g. sole proprietorship, partnership, corporation, joint venture, etc.).
- 11.4. Section 4 "Statement of Qualification and Experience," shall include, but not be limited to the following information:
  - 11.4.1. Designation of an experienced senior individual as the supervisor/administrator of the Consultant's staff who will be responsible for the delivery of services in accordance with the established Scope of Work.
  - 11.4.2. An annotated list of projects which indicates related experience.
  - 11.4.3. A list of references and respective phone numbers.
- 11.5. Section 5 "Methods and Approach" shall include a narrative of the Proposer's approach to providing the project deliverables described in Section 5 of this RFP, the requested scope of services.
- 11.6. Section 6 "Scope of Work" shall provide a scope of work for services as outlined in Section 5 for the project. The typical scope of work shall indicate activities in support of the services requested, including quality control reviews and participation of sub-consultants.
  - 11.6.1. Provide a schedule of staffing and a resources management for Consultant and each sub-consultant which identifies specific tasks, milestones, and the level of effort and the number of hours and associated costs required for each task. Identification of discrete tasks and identification of optional tasks are encouraged as funding is limited. Example optional task may include an innovative approach to stakeholder engagement.
  - 11.6.2. Describe your current workload and capacity/commitment to complete the Scope of Work in accordance with project schedule. The Consultant shall provide a likely time duration in which the Scope of Work shall be completed. Note that the proposal should indicate a contract start date not sooner than January 22, 2018. As a joint powers authority, the WCA will award a contract after board approval is received. The next two board meetings are tentatively scheduled for November 16th, 2017, and January 18, 2018.



11.6.3. Include in the Work Plan a schedule of reports, meetings and/or presentations to the WCA, Executive Committee, and Advisory Committee based upon milestones indicating progress.

11.7. Section 7 "Acceptance of Terms and Conditions" shall include a statement affirming the Proposer's acceptance of the terms and conditions contained in this RFP and the attached sample Consultant Services Agreement. Proposer shall also include a statement confirming their proposal remains valid for at least 120 days after the submittal deadline, referred to in section 2.2 of this RFP, and be converted into a contract.

11.8. Section 8 "Portfolio cut sheets, project references and project team resumes" shall include identification of principal staff members including major sub-consultants. Provide information on key individuals providing the offered services including relevant experience, education, past experience and projects.

## **12. EVALUATION CRITERIA:**

Proposals that are determined to be responsive to the services requested in Section 5 of this RFP and the mandatory requirements as indicated in Sections 2, 11 and 12 of this RFP shall be evaluated based on the following criteria:

### **SUMMARY OF SCORING CRITERIA**

#### **General Quality and Responsiveness of the Overall Proposal:**

- ( 20 pts ) Recognition of overall concepts and objectives
- ( 10 pts ) Responsiveness to RFP requirements
- ( 20 pts ) Methods and technical approach for all requested services
- ( 15 pts ) Fees & budget associated with scope of work

#### **Statement of Qualifications and Experience:**

- ( 10 pts ) Consultant's project manager responsible for delivery of services
- ( 10 pts ) Qualifications of personnel assigned to the project
- ( 10 pts ) Firm's experience with similar projects
- ( 5 pts ) Current workload and capability/commitment to complete the project

## **13. EVALUATION PROCESS:**

Proposals will be competitively evaluated by a team that will include staff from the WCA, ANF, and potentially other project partners. The evaluation criteria in Section 13 will be used by the team members to score proposals. Scores will be averaged, and ranked. If there are multiple top ranking proposals, these proposers will be contacted for interviews within approximately two to three weeks of the proposal submission date. Interviews shall include a short presentation of the proposal by the Consultant and their team, followed by an opportunity for the evaluators to ask questions. A final recommendation to the WCA Governing Board will be based on the identification of the highest benefit to the WCA and its partners in providing the requested services. This determination will be established on a combination of experience and qualification, quality and quantity of proposed services, and associated cost, and may be based on evaluation of scores and interviews.

**Proposal Scoring Matrix**  
Redevelopment & Enhancement Planning for Crystal Lake Recreation Area and Recreation Master Planning for San Gabriel Canyon  
Public Outreach/Design/Engineering Site Plan and Public Outreach/Design/Engineering Master Plan

PROPOSAL EVALUATION	Recognition of overall concepts and objectives (20 pts)	Responsiveness to RFP Requirements (10 pts)	Methods and technical approach for all requested services (20 pts)	Fees & budget associated with scope of work (15 pts)	Consultant's PM responsible for delivery of services (10 pts)	Qualifications of personnel assigned to the project (10 pts)	Firm's experience with similar projects (10 pts)	Current Workload and capability/commitment to complete the project (5 pts)	TOTAL (100 pts)
AHBE									
ANF Evaluator 1	13	10	15	5	10	8	7	5	73
ANF Evaluator 2	18	10	18	10	9	10	9	5	89
ANF Evaluator 3	20	7	15	10	10	10	8	5	85
WCA Evaluator 4	15	10	15	12	8	8	8	5	81
WCA Evaluator 5	18	10	20	15	10	10	8	5	96
BlueGreen									
ANF Evaluator 1	17	10	18	13	9	9	9	4	89
ANF Evaluator 2	19	10	19	15	9	10	8	5	95
ANF Evaluator 3	20	10	20	15	10	10	10	5	100
WCA Evaluator 4	20	10	20	15	10	10	10	5	100
WCA Evaluator 5	20	10	19	10	10	10	10	5	94
<i>(Sum of evaluator scores divided by the number of evaluators)</i>									
FINAL EVALUATION SCORE									
AHBE	84.80								
BlueGreen	95.60								

## Project Schedule

Recreation and Enhancements for CLRA & Recreation Master Plan for San Gabriel Canyon		Jan-2018	Feb-2018	Mar-2018	Apr-2018	May-2018	Jun-2018	Jul-2018	Aug-2018	Sep-2018	Oct-2018	Nov-2018	Dec-2019
<b>RECREATIONAL MASTER PLAN FOR SAN GABRIEL CANYON</b>													
<b>Task 1: Project Administration &amp; Coordination</b>													
1.1	Kickoff Meeting												
1.2	Project Administration & Meetings												
<b>Task 2: Site Analysis and Reconnaissance</b>													
2.1	Existing Data Review												
2.2	Topographic Survey Base												
2.3	Hydrology, Geomorphology & Debris Flow Analysis												
2.4	Roadway & Pavement Assessment												
2.5	Traffic Circulation & Assessment												
2.6	Facility & Site Amenity Assessment												
2.7	Utility & Infrastructure Mapping												
2.8	Lake Improvement Study & Limnological Assessment												
2.9	Crystal Lake Habitat Enhancement Program												
2.10	Biological Resources Assessment												
2.11	Cultural Resources Assessment												
2.12	Existing Conditions Report												
<b>Task 3: Public Outreach</b>													
3.1	Stakeholder Engagement												
3.2	First Stakeholder Workshop												
3.3	Second Stakeholder Workshop												
<b>Task 4: Feasibility Analysis</b>													
4.1	Opportunities & Constraints Matrix												
<b>Task 5: Site Programming &amp; Concept Design</b>													
5.1	Three Alternative Design Layouts												
5.2	Final Plan & Report												
<b>RECREATIONAL MASTER PLAN FOR SAN GABRIEL CANYON</b>													
<b>Task 6: Project Administration &amp; Coordination</b>													
6.1	Kickoff Meeting												
6.2	Project Administration & Meetings												
<b>Task 7: Site Analysis and Reconnaissance</b>													
7.1	Existing Data Review												
7.2	Topographic Survey Base												
7.3	Recreational Resources Assessment												
7.4	River Access Assessment												
7.5	Parking & Vehicle Assessment												
7.6	Existing Conditions Report												
<b>Task 8: Public Outreach</b>													
8.1	Stakeholder Engagement												
8.2	First Stakeholder Workshop												
8.3	Second Stakeholder Workshop												
<b>Task 9: Feasibility Analysis</b>													
9.1	Opportunities & Constraints Matrix												
<b>Task 10: Site Programming &amp; Concept Design</b>													
10.1	Three Alternative Design Layouts												
10.2	Final Plan & Report												



Summary of Project Fees

Recreation and Enhancement Plan for Crystal Lake Recreation Area	\$203,780
Recreation Master Plan for San Gabriel Canyon	\$ 94,190
	<hr/>
Total	\$297,970
Optional Services	\$85,015

RECREATION & ENHANCEMENT PLAN FOR CRYSTAL LAKE RECREATION AREA

Fee Estimate: (9/15/2017)

BlueGreen Consulting (PRIME)										Environmental Science Associates (ESA)										JMC2					TOTALS																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																
Landscape Architect					Principal		Kim Triniwiew		GIS		Hours per Task		Fee per Task		FEE		John Cruikshank Principal			Felix Sin Civil Engineer Lead		Hours per Task		Fee per Task		FEE		Total Hours per Task		Total Fee per Task		Total Fee per 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RECREATION MASTER PLAN FOR SAN GABRIEL CANYON

Fee Estimate: (9/15/2017)

	BlueGreen Consulting (PRIME)										Environmental Science Associates (ESA)										JMC2				TOTALS			
	BlueGreen Consulting (PRIME)					Environmental Science Associates (ESA)					JMC2					JMC2				TOTALS								
	Lynne Dwyer Landscape Architect Principal	Martin Kammerer Principal	Kim Trimiew Landscape Designer	GIS	Hours per Task	Fee per Task	FEE				Hours per Task	Fee per Task	FEE			John Cruikshank Principal	Felix Sin Civil Engineer Lead	Hours per Task	Fee per Task	FEE	Total Hours per Task	Total Fee per Task	Total Fee per Item					
	185	185	135	135				230	215	190	180	165	140	130	120	100	115	95	185	150								
	Item																											
Task 6: Project Administration & Coordination																												
6.1 KICKOFF	4	4			8	\$ 1,480	\$ 5,920															8	\$ 1,480	\$ 5,920				
	20	4			24	\$ 4,440																24	\$ 4,440					
Task 7: Site Analysis and Field Reconnaissance																												
7.1 EXISTING DATA REVIEW 7.2 TOPOGRAPHIC SURVEY BASE 7.3 RECREATIONAL RESOURCE ASSESSMENT 7.4 RIVER ACCESS ASSESSMENT 7.5 PARKING & VEHICLE ACCESS ASSESSMENT 7.6 EXISTING CONDITIONS REPORT	4	4	2		10	\$ 1,750	\$ 35,030																					
		8	24	8	40	\$ 5,800																10	\$ 1,750	\$ 35,030				
	20	4	24		48	\$ 7,680																40	\$ 5,800					
	4	20	16		40	\$ 6,600																40	\$ 7,680					
	4	20	16		40	\$ 6,600																40	\$ 6,600					
	4	20	16		40	\$ 6,600																40	\$ 6,600					
Task 8: Public Outreach																												
8.1 STAKEHOLDER ENGAGEMENT 8.2 FIRST STAKEHOLDER WORKSHOP 8.3 SECOND STAKEHOLDER WORKSHOP	4	4			8	\$ 1,480	\$ 10,980																					
	8	8	24		40	\$ 6,200																8	\$ 1,480	\$ 10,980				
	8	4	8		20	\$ 3,300																40	\$ 6,200					
Task 9: Feasibility Analysis																												
9.1 OPPORTUNITIES & CONSTRAINTS MATRIX	16	12	8		36	\$ 6,260	\$ 6,260																					
																						36	\$ 6,260	\$ 6,260				
Task 10: Site Programming and Concept Design																												
10.1 THREE ALTERNATIVE DESIGN LAYOUTS 10.2 FINAL PLAN & REPORTS	32	8	60		100	\$ 15,500	\$ 31,000																					
	32	8	60		100	\$ 15,500																100	\$ 15,500	\$ 31,000				
Labor Total Fee																												
Total Hours	160	128	258	8			\$ 89,190																	\$ 89,190.00				
Total Fee Per Individual	\$ 29,600	\$ 23,680	\$ 34,830	\$ 1,080																								
Direct Cost/Expenses							\$ 2,500																	\$ 2,500.00				
Printing							\$ 2,500																	\$ 2,500.00				
Total Fee: Recreation Master Plan for San Gabriel Canyon																												
							\$ 94,190																	\$ 94,190.00				



OPTIONAL SERVICES																
Fee Estimate: (9/15/17)																
Environmental Science Associates (ESA)										Geotechnologies		On Line Engineering		Dr Brown CSUSM		
		M. Jerabek DirectorII	M. Lau Managing Associate II	C. Taylor Senior Associate I	Project Technician III	Project Technician II	Hours per Task	Fee per Task	FEE	Geotechnical Engineer	Survey Crew	FEE	Outreach Survey Team	FEE	Total Hours per Task	Total Fee per Item
		215	180	140	115	95										
Labor Rate (\$/hr)																
Item																
Optional: Cultural Resources Survey and Report																
		4	4	96	1	4	109	\$ 15,515	\$ 15,515			\$ -		\$ -	109	\$ 15,515
Optional: Community Visioning & Involvement Program																
								\$ -	\$ -			\$ -	\$ 36,500	\$ 36,500	0	
COMMUNITY VISIONING & INVOLVEMENT PROGRAM																
Optional: Survey																
									\$ -			\$ 15,500		\$ -	0	15,500
AERIAL PHOTOGRAMMETRY																
								\$ -	\$ -		\$ 8,000	\$ 7,500			0	
Optional: Geotechnical																
									\$ -			\$ -		\$ -	0	17,500
GEOTECHNICAL INVESTIGATION																
								\$ -	\$ -						0	
Optional Tasks Total																
									\$ 15,515	\$ 17,500	\$ 15,500	\$ 36,500	\$			85,015



January 18, 2018 - Item 17

**RESOLUTION 2017-07**

**RESOLUTION OF THE WATERSHED CONSERVATION AUTHORITY TO AUTHORIZE  
A CONTRACT WITH BLUEGREEN CONSULTING TO PROVIDE PLANNING AND  
DESIGN SERVICES FOR THE CRYSTAL LAKE RECREATION AREA AND SAN GABRIEL  
CANYON MASTER PLAN.**

**WHEREAS**, the Watershed Conservation Authority (WCA) has been established as a joint powers agency between the Rivers and Mountains Conservancy and the Los Angeles County Flood Control District; and

**WHEREAS**, the Watershed Conservation Authority (WCA) has further been established to focus on projects which will provide open space, habitat restoration, and watershed improvement projects in both the San Gabriel and Lower Los Angeles Rivers watershed; and

**WHEREAS**, this action authorizes a contract with BlueGreen Consulting to provide planning and design services for the Crystal Lake Recreation Area and San Gabriel Canyon Master Plan; and

**WHEREAS**, the proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA); NOW

*Therefore be it resolved that the WCA hereby:*

1. **FINDS** that this action is consistent with the purposes and objectives of the WCA.
2. **FINDS** that the actions contemplated by this resolution are exempt from the environmental impact report requirements of the California Environmental Quality Act (CEQA).
3. **ADOPTS** the staff report dated January 18, 2018.
4. **AUTHORIZES** the contract with BlueGreen Consulting to provide Planning and Design Services for the Crystal Lake Recreation Area and San Gabriel Canyon Master Plan.

*~ End of Resolution ~*

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Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstentions: \_\_\_\_\_

Passed and Adopted by the Board of the  
**WATERSHED CONSERVATION AUTHORITY**  
On January 18, 2018

\_\_\_\_\_  
M. Janet Chin, Governing Board Chair

ATTEST: \_\_\_\_\_  
David Edsall  
Deputy Attorney General