

**LOCAL AGENCY FORMATION COMMISSION  
COUNTY OF SAN BERNARDINO**

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**DATE:           SEPTEMBER 10, 2007**

**FROM:          SAMUEL MARTINEZ, LAFCO Analyst**

**TO:             LOCAL AGENCY FORMATION COMMISSION**

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**SUBJECT:    Agenda Item #4: Authorize Circulation of a Request for Proposal for the Preparation of an Environmental Impact Report for LAFCO 3076 – Consolidation of the San Bernardino Valley Water Conservation District and the San Bernardino Valley Municipal Water District**

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**RECOMMENDATION:**

Staff recommends that the Commission:

- 1)     Approve Request for Proposal (RFP) for environmental consulting services for the preparation of an Environmental Impact Report (EIR) for LAFCO 3076 -- Consolidation of the San Bernardino Valley Water Conservation District and the San Bernardino Valley Municipal Water District as presented;
- 2)     Authorize the LAFCO Executive Officer to release the RFP; and,
- 3)     Determine the two (2) Commission members to be a part of the Selection Committee.

**BACKGROUND:**

In November 2006, the San Bernardino Valley Municipal Water District (hereinafter "MUNI") submitted an application proposing the consolidation of the San Bernardino Valley Water Conservation District (hereinafter "SBVWCD") and MUNI which has been assigned the designation of LAFCO 3076. As a part of the processing of LAFCO 3076, an environmental assessment has been undertaken which requires the forecasting of the potential environmental consequences of the project.

LAFCO 3076 is a project that some entities and organizations, including the SBVWCD, believe may have an adverse affect to the environment. Due to the substantial controversy over the issue of consolidation, LAFCO Staff and the Commission's Environmental Consultant, Tom Dodson and Associates, have decided that an EIR should be prepared, even though the potential for direct physical consequences from approving LAFCO 3076 is considered low.

The preparation of the required EIR is a highly technical, labor intensive effort that is beyond the current capacity of LAFCO staff and/or the Commission's Environmental Consultant to complete. Therefore, staff is recommending the issuance of an RFP to seek the services of an environmental consulting firm to prepare an EIR for this project. The RFP and Sample Contract are included as Attachment #1 to this report.

Mr. Dodson has prepared a Notice of Preparation (NOP), including an Initial Study, for the proposed project (copy included as Attachment #2). The NOP/Initial Study has been circulated for public review and comment beginning September 7, 2007, with closure on October 8, 2007. The Initial Study identifies the scope of the environmental issues that need to be evaluated in the EIR which will be finalized after the conclusion of the NOP's review period.

All proposals are scheduled to be received no later than 3:00 pm on October 18, 2007. It is recommended that a Selection Committee, composed of the LAFCO Executive Officer, the Commission's Environmental Consultant, and two Commission members, evaluate the proposals based on qualifications, experience, the ability to provide the range of anticipated services in a timely manner, costs for those services, reference verification, and other factors identified in the evaluation procedures outlined in the RFP.

At the November hearing, staff will present the Selection Committee's recommendation to the Commission for final selection and awarding of contract for services related to this RFP.

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Attachments:

1. RFP (including the Sample Contract)
2. NOP and excerpt of the Initial Study