



Addenda #2

Revised on March 26, 2025

Southeast San Rafael Specific Plan
Request for Proposals (RFP)

Question(s) and Responses:

1. My name is Asher Kohn. My firm is interested in the Southeast San Rafael Specific Plan pre-submittal meeting. Could you please add my email to the list, please?

Would it be permissible for me to forward the invite to team members, or should I ask them each to reach out to you for a registration link?

- a. Thanks for your interest in the RFP. The link to the pre-submittal meeting in the RFP is open to all interested parties. The optional pre-submittal meeting will be held on March 21, 2025, from 9:30am -10:30 AM. The meeting will be entirely virtual using the following Zoom registration link: <https://tinyurl.com/San-Rafael-RFP> For those who cannot attend the meeting, questions can also be submitted in writing.
2. I also have one question about the RFP: On page 9, #5 Scope of Work, it says all proposals must follow the format of Attachment A. I do not see an Attachment A in the RFP, please let us know where we can find it.
 - a. The link to the Pre-Submittal is below: <https://tinyurl.com/San-Rafael-RFP>. There is no attachment A related to the format for the scope of work. The reference to “Attachment A was a typographical error. The intention was to propose to provide a scope of work with qualifications on subject matter expertise or experience
3. If our firm is selected, would this prevent us from working on any parcel within the specific plan area as an architectural project for a developer in the future?
 - a. While there is no out-right restriction preventing a consultant to provide design services within the specific plan area, the city has the right to review any potential design work pursuant to San Rafael Municipal Code Sec 2.10 Conflict of Interest Code.

4. Andrew Hill – Dyett & Bhatia – Project objectives of the specific plan? Are there things the city wants to achieve. For example, are you looking for more housing? Looking to attract any businesses in the sectors?
 - a. The objectives of the specific plan are to establish the baseline conditions of the plan area. Include strategies to protect, preserve, and produce affordable housing stock while also protecting and enhancing the industrial and commercial land uses. The plan shall create a clear vision of what the area looks like now and the future.
5. Has the city done an assessment of where to city has been in compliance with the TOC management?
 - a. A requirement for the Specific Plan is to ensure compliance with the guiding principles from MTC-ABAG regarding the Transit Oriented Communities resolution.
6. How do you see the specific plan process working with the ongoing sea level rise research? Will it go hand and hand?
 - a. Yes, the chosen consultant team will work with the City's sustainability group with the goal to have a symbiotic relationship and partnership with the sea level rise research.
7. The RFP includes the need for a sea level rise expert?
 - a. The request is for any qualified consultant to have the resources to identify implementation strategies to address sea level rise. Therefore, a sea level rise expert is being requested but not required.
8. Asher Kohn – M-Group – Are there any documents, beyond what's publicly available, or any draft documents regarding sea level rise? Any deliverables from the sea level rise planning that are available that might be available prior to the RFP deadline?
 - a. What is listed in the RFP is what is publicly available. The sea level rise studies are still ongoing but expected to be completed in June or July 2025.
9. Is planning's target delivery date that's shown in the RFP work plan? Is that the date going forward? The ongoing SLR planning effort, is that still on the schedule?
 - a. Yes, that is correct. The dates on the RFP, while tentative, is the schedule for delivery.
10. Bruce Brubaker – Place works – Regarding the RFP and the scope of work, you've divided the task into three major tasks. Which are the preparation of a specific plan, CEQA, and then meeting facilitation graphics visual simulation. Do you want our proposal to be submitted with those three as discrete tasks?
 - a. The city requests a comprehensive approach and methodology to the specific plan, the delivery of the technical environmental review component of the specific plan, and the inclusive public outreach component. Those were the three line items that we wish to applicant to include in their proposal.

11. There is a high-quality transit stop at the San Rafael Regional Terminal. But the TOC policy is a half mile radius around high quality transit and most of the area is not within that half mile radius. Do you see this plan being a TOC plan or are there other high quality transit areas that do pertain the canal area?
- a.** I can confirm is that our partners at the Transportation Authority of Marin (TAM) have supported this plan and its objectives. TAM has informed the City that the specific plan area has the highest ridership, most active public transportation of the county in this area. Whether it is in the mapping system for the high-quality transit stop or it's an unidentified area but may also be considered a high quality transit stop, this will be part of the analysis that we will be requesting to be completed.
12. Karly Kaufman – Rincon Consultants. The question about the CEQA scope specifically says the mandatory CEQA process for the plans will require specialized technical studies to address the unique challenges and issues facing this plan area. I was wondering if you have in mind what technical studies, you're looking for here.
- a.** Yes, the city is requesting a a full scope EIR (Air Quality, GHG, Cultural Resource, etc.),in addition to incorporating information and data from studies that are already under review or recently completed. We expect that the specific plan will support and enhance other studies, for example with the sea level rise resiliency and transportation improvement plans.
13. Poonam Narkar - WRT. You mentioned the ongoing planning efforts and I just wanted to understand if the team that will lead the specific plan will have the ability to coordinate with the consultants or the teams that are working on various related planning efforts.
- a.** Yes, that is correct. There is a lot of ongoing projects in the specific plan area. And the consultant chosen would have the expectation to work with and obtain information of the work that already been completed in the plan area. There are also community groups in the plan area that the city partners with, that also have done a great amount of work with the residential community and yield some tremendous amount of data. The consultant would be expected to collaborate and enhance the work already completed. Ideally, the consultant shall work with them to coordinate what work has already been taking place in the area to not duplicate the work.
14. You mentioned there has been ongoing engagement with the residents of the canal district but there is a significant amount of industrial uses and businesses there, too. Has the city done any prior engagement and outreach to the businesses within the plan area?
- a.** Not to my knowledge, but I know the intent of our established General Plan policies have identified that this is an area of priority. The specific plan should engage the commercial/industrial stakeholders and have implementation measures to retain and attract businesses.

15. Mitali Ganguly - I had a quick question about the DBE requirement. I know that the project is targeting like a 19% DBE requirement. So, I was just curious about the nuances of that; is that aspirational? is that a requirement? If you could speak a bit more about that, please.
- a.** That's the goal we are trying to achieve. But if the consultant chosen doesn't meet the goal, Caltrans does have a separate procedure to address the shortfall if that issue arises.
16. Can I ask another not related question, to do with the technical studies? We know that it may not be legally required, but is the city interested in a level of service like an LOS analysis?
- a.** All deliverables would be defined by the approved scope of work. This may include different study elements that may or may not include LOS or VMT analysis for the plan area. This would be based on the need to establish any identified measures.
17. Dave Javid – Plan to Place. Quick question for you on the engagement front. You mentioned that this project will complement and not necessarily duplicate some of the efforts. We're about to get started on the on the ATP project with the canal district, did you see some of those meetings overlapping and even some of the project website and other tools we might use being kind of relevant here as we team with the Canal Alliance and others.
- a.** No, I did see the meetings schedule on the ATP project. I do think that this is a good opportunity to branch off the existing work that's already been scheduled or completed. There may indeed be overlap in the outreach and engagement tasks. Projects or studies in the specific plan area that have been completed recently may serve as an opportunity to not overburden the community by having constant surveying and questions. It would be ideal to work with and add on to work already done instead of redoing the work again.
18. Bill Hines - SWA. My question was, and maybe this was covered earlier, but is the planning effort around the canal district complete at this point and is there sort of a final work product or a draft work product available.
- a.** There are several ongoing community planning efforts that are underway in the Canal area, specifically around the residential neighborhood. We do have a local nonprofit agency, the Canal Alliance, that has been doing tremendous work in the area, for example a very comprehensive community equity and inclusivity planning effort. they are referenced in the RFP. That group is a very important asset to the engagement of the area. But as far as the work being done, we would have any consultant chosen to reach out as part of the work product and coordinate with the Canal Alliance to, again, enhance, branch off or include any recommendations that they have identified in the plan area.

19. Stella Kim - Sight Lab Urban Studio. This might be a question for actually both you and Diana who just spoke. I was wondering what If there's unique challenges or concerns that we should be aware of?

a. Well, the specific plan is a unique dynamic area. The goal for the RFP is to create a specific plan that implements the identified goals and objectives in our General Plan. Specifically, how to define and provide a clear vision for the plan area that provides a regulatory framework for future growth and development. One goal of the specific plan is to improve the existing conditions of the residential neighborhood and plan for future housing production. Another goal is to attract and retain the existing historical commercial/industrial uses. So, that's really the overall vision that we are trying to achieve. The residential area is densely clustered in an area of the city that is hard to get in and out of. Any technical documents of the plan would have to address that circulation challenge as part of planning for future growth.

20. Patricia Fonseca Flores - CMC Landscape Architecture. Will you be sharing a list of participants on this call so we can reach out to those we may want to team with?

a. Yes. All meeting transactions will be posted on our website by Monday, end of day.

21. Justin Huang - Studio T-Square. One question regarding the Housing Element Is there any area that has been addressed in the Housing Element in the specific plan? An area that you know will be an area for the future development?

a. We do have a recent Housing Element that was certified by HCD that did identify some parcels in the area as opportunity sites. The plan area has several opportunity sites for residential development.

22. Poonam Narkar – WRT. Are the responses to the questions that have come up in this meeting, will they be posted formally?

a. Yes, they will be posted on our website.

23. Heidi Sokolowski - Earthfield Studio. I'm assuming that you also envision integration and synchronization with one other plan, I was wondering if that plan covers part of the area that we're looking at or is it more focused just on the canal district. And does it include any first and last mile considerations?

a. Yes, you are correct. The completed and ongoing plans include the Canal Community-Based Transportation Plan (completed in 2022) gathered input from the community to identify and guide active transportation projects in the neighborhood. The Active Transportation Program (ATP) grant (ongoing) is a capital improvement project grant that includes pedestrian, vehicle, and bicycle improvements in all of the residential area and some of the surrounding commercial/industrial districts. The ATP (while a separate grant with specific tasks) Capital Improvements in the Canal Neighborhood. Overall, the specific plan is branching out from canal neighborhood to the greater Southeast San Rafael plan area. We are hoping

to capture all of the transportation and commercial corridors like Anderson Drive and the area where the majority of our commercial/industrial lands are located. The goal is to improve the circulation and safety measures in the plan area while retaining our industrial land uses in proximity to highway 580. Where most of the studies have been focused on the canal area, this Plan wants to address the larger area in scope.

24. Max Schultz – WRT.

1. References appear to be requested twice, once in Section 2 (Qualifications) and once in Section 8 (Project List). Given the strict 50-page limit, we are looking to avoid duplicate information. Which proposal Section would the City prefer to include the requested references?
 - a. References refer to past projects completed that are reasonably within the same scope as the RFP. This information may be detailed in Section 2
2. Similarly, resumes appear to be requested twice, once in Section 2 (Qualifications) and once in Section 7 (Key Personnel). Again, given the strict 50-page limit, we are looking to avoid duplicate information. Which proposal Section would the City prefer to include the requested resumes for key personnel?
 - a. The intent is to ensure that the bidders to the RFP have staff members on the team that can complete the tasks or have access to personnel that can have subject matter expertise to complete the tasks. It is acceptable to include resumes in Section 7 to meet that objective.
3. We are very much interested in submitting a proposal for this project, but would appreciate additional time to prepare a thoughtful proposal for a complex project as this one, especially to meet the DBE goals in an intentional manner. Is the city amenable to granting an extension to the April 7 proposal deadline?
 - a. The deadline is set for April 7, 2025.

25. Henry Bultman – Placeworks.

1. Does the City think a WSA is warranted for the project? And if so, is it expected that the consultant provide this or the water supplier (MMWD)?
 - a. The consultant is expected to provide all related work that may include a water supply analysis for the plan area. The consultant may collaborate or obtain resources from MMWD.
2. Please confirm if our response must exactly follow the order of items 1-8 (under Proposal Requirements) or if we are allowed to organize our proposal sections how we see fit in order to best respond to the RFP.
 - a. Please submit your response at your discretion with the intent to meet the needs to fully complete elements described in the scope of work.

26. 4LEAF, Inc. has five (5) questions to submit for the subject RFP. Please see our questions below and let us know if you have any questions or need any clarification.
1. OBAG Funding & Deliverables - Could you clarify how the OBAG payment milestones are structured, so we can align our scope and invoicing accordingly?
 - a. Payment structure will be negotiated with MTC-ABAG.
 2. Key Reference Materials - Are there any specific existing studies, data sets, or modeling tools (e.g., for sea-level rise or traffic) that must be integrated to avoid duplicating efforts?
 - a. The chosen consultant will work closely with city agencies that have studies underway or have already been completed.
 3. Coordination with Ongoing Projects - Does the US101/I-580 Connector project or Bellam Boulevard improvements have firm deadlines or milestones we should factor into our planning schedule?
 - a. CalTrans is leading this work and will need to be a separate item from the specific plan.
 4. Community Engagement Partnerships - Is there an existing partnership framework (e.g., MOUs or funding) for working with community organizations such as Canal Alliance, or should we budget for all outreach logistics independently?
 - a. That is an independent item.
 5. Federal Requirements & DBE Goal - Given the 19% DBE participation goal, can you provide any insight on typical local DBE roles (e.g., public outreach, translation services) to help us structure our subconsultant team effectively?
 - a. It will be at your discretion on how best to achieve the established DBE goal.
27. Can the City provide guidance for expectations for technical studies regarding sea level rise and climate change impacts as part of the EIR and CEQA? Additionally, does the City foresee any opportunities for efficiencies with other City programs focused on sea level rise and climate resiliency, such as sharing of data for CEQA or other modeling purposes?
- a. The City has an ongoing Sea Level Rise study that is anticipated to be completed in June or July 2025. The result of the study and any relevant information may be used for scoping of the CEQA related review.

Sincerely,



Jose M. Herrera-Preza
Principal Planner