



## CITY OF WEST HOLLYWOOD

### CEQA DOCUMENT REQUEST FOR PROPOSAL

#### **Project Description**

On an approximately 20,241 square-foot site located at 8920 W. Sunset Boulevard, the Applicant proposes the demolition of an existing two-story approximately 17,800 square-foot commercial building that currently has retail, office, and fitness studio and the development of a nine-story multi-use commercial building of approximately 132,000 square feet with a partial subterranean level for valet and reception lobbies and four subterranean levels of parking containing 220 spaces (the "Project"). Commercial public spaces would occur on Levels 1 – 4 and the members-only Arts Club would occupy Levels 5 – 9 with an outdoor pool and deck on the Pool Terrace / Level 9. The Creative Offices on Levels 2-4 would include open-air terraces on each level. The Spa/Gym/Wellness Center on Level 5 would have an open-air dining terrace on the south side of the building and a view terrace on the northeast corner. The valet court and lobbies serving all uses in the building would be on partial subterranean Level B-1 and valet-only parking would occur on four subterranean Levels B2 – B5. The Applicant is requesting a specific plan amendment to allow for increased height and FAR. The Applicant is also requesting approval of a reduction in the number of parking spaces required based on shared parking demand study.

The Project involves a General Plan Amendment, Sunset Specific Plan Amendment, Zone Map Amendment, Development Permit, Demolition Permit, Conditional Use Permits, Administrative Permit, and any and all other permits required to implement the Project.

#### **Scope of Work**

The City has determined that an Environmental Impact Report (EIR) is the most suitable Environmental Document for the Project pursuant to the requirements of CEQA. The selected consultant is anticipated to follow the following scope of work:

- Attend public scoping meeting(s), if a scoping meeting is determined to be necessary;
- Administer all required noticing pursuant to CEQA and circulate and document all CEQA notices;
- Review the Project proposal and redevelopment and design review processes;
- Conduct a preliminary visual survey of the Project site and district;
- Compile and review previous survey material, and existing data and documentation;
- Study Project proposal and plans;
- Assess whether the Project would have any impacts;
- Recommend mitigation measures if impacts are identified;
- Write applicable environmental documents (including Administrative draft for City staff review) based on existing Project proposal;
- Attend a minimum of two public hearings (Planning Commission and City Council), additional hearings may be required depending if impacts are identified (e.g. Historic Preservation Commission, etc.); and
- Complete any necessary follow up CEQA procedures after permit processing and approval of the Project.

## **Areas of Study**

It is anticipated that the EIR will address the following topic areas, at a minimum, due to the Project's location on an already disturbed site in a highly urbanized area:

- Aesthetics, including analysis of views, shade/shadow, light and glare
- Air Quality, including analysis of construction and operations
- Green House Gas Emissions / Sustainability
- Cultural Resources
- Geology and Soils
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use Planning
- Noise
- Population and Housing
- Public Services
- Transportation / Circulation / Parking
- Utilities / Service Systems

## **Work Products (Type of Environmental Document to Be Determined Based on Consultant Proposals)**

- Public scoping meeting(s), if determined necessary
- Notice of Preparation and documentation
- Draft Environmental Impact Report analyzing the proposed Project
- Notice of Availability
- Final Environmental Documents based on final project
- All necessary follow up documentation after the adoption of the Project
- Meeting attendance (periodic meetings with staff and anticipated meetings before the Planning Commission, and the City Council)
- Other documentation as required by CEQA

## **Budget**

The proposal must include the consultant's estimate of the costs of completing the environmental review for the Project. The proposal must include a complete description of how costs will be charged, and any charges beyond the set fee. If any portion of the work is to be done on a time and materials basis, the proposal submitted should specify hourly fees to be charged and a fee cap. Also, the cost estimate must include a breakdown of how much work for each step in the CEQA process is anticipated (e.g. how much of the budget is dedicated to writing the documents, responses to comments, etc.).

## **Project Schedule**

The proposal must include a schedule for completing the Scope of Work. This should include a detailed timeline for completing the work tasks identified in the Scope of Work above. The City of West Hollywood requests an expedited review of the Project with a review timeline of nine months or less to complete the Draft and Final EIRs.

**Proposal Package**

The proposal submitted should include:

- Name, address and phone number of primary consultant and all subcontractors, with a contact person for each.
- Consultant qualifications and resumes of all persons to be assigned to the project if a contract is entered into, and individual project responsibilities.
- Description of experience in complex redevelopment and educational facility projects.
- Examples of related work.
- Tentative schedule of tasks.
- Budget.
- List of three (3) references for both primary Contractor and all subcontractors.

Please submit three (3) copies of your proposal to:

Office of the City Clerk  
 City of West Hollywood  
 8300 Santa Monica Boulevard  
 West Hollywood, CA 90069  
*(Proposal: CEQA Document)*

Questions regarding this Request for Proposals should be directed to Rachel Dimond.  
 Phone (323) 848-6486  
 FAX (323) 848-6575  
 Rdimond@weho.org

**Proposal must be received by 5:00 p.m. on Friday, February 19, 2016.**

Attachments

1. Project Description/ Application Materials
2. Project Plans

**AFFIDAVIT OF POSTING**

State of California       )  
 County of Los Angeles   )  
 City of West Hollywood   )

I declare under penalty of perjury that I am employed by the  
 City of West Hollywood in the Office of the City Clerk and that I  
 posted this agenda on:

Date: 2/3/16  
 Signature: Beth Thomas