



City Council Agenda Report

From: Susan DeCarli, City Planner

Subject: Gateway Project (Furlotti) – Annexation 16-001: Authorization to “Sole-Source” Environmental Impact Report - Consultant Agreement with Rincon Consultants

Date: September 7, 2017

Facts

1. The applicant for the Gateway Project Annexation, Michael Furlotti, of Quorum Realty Fund IV, LLC, has submitted an application to annex property into the City of Paso Robles for future development of commercial and/or residential development on property located at the northwest quadrant of the Highway 101 and SR 46W interchange.
2. The City Council approved a Reimbursement Agreement and allocation of 97 residential units from the City’s supply of surplus density units for this project on June 20, 2017.
3. The lead consultant staff person, John Larson, prepared the 2014 administrative draft EIR for the prior iteration of this project, when he worked for AECOM Consultants. He has since changed firms and now works for Rincon Consultants, Inc. John Larsen prepared the Draft EIR for the Hyatt Place Hotel (proposed in the near vicinity), and Richard Dalton, the Principal-In-Charge at Rincon Consultants, prepared the EIR for the City’s last update of the 2011 Circulation Element. Therefore, Mr. Larson and Rincon Consultants, Inc. have a good understanding of the localized highway complexities and legal issues associated with this project.
4. City staff is working with the applicant on readying application materials for review by the EIR consultant to get this project underway. This includes preparing preliminary grading plans and more detailed site and architectural plans, among other requirements. The applicant anticipates submitting the final materials before the end of September.
5. The EIR consultant and the City will host an EIR public “scoping” meeting to hear from the public and other agencies (e.g., SLO County, Templeton CSD, and Caltrans) on the scope of issues to consider in the EIR. At this point, focused environmental studies anticipated necessary for the EIR include traffic, water, aesthetics, utilities, and air quality, although per CEQA, all issues will be discussed in the document.
6. At the request and direction of City staff, Rincon Consultants, Inc. provided a proposal, including a Scope of Work, which was approved by the Community Development Director and is acceptable to the applicant. The cost of the study is proposed in the amount of \$126,374. However, the proposal for the Traffic Impact Study (TIS) was subsequently modified, therefore the total cost of the EIR (including special studies, such as the TIS) will be approximately \$130,000. By using Rincon Consultants, Inc. there is an overall cost savings since some information from the prior Administrative Draft EIR can be reused for this study.
7. The City’s Purchasing Manual, under Section 7, provides for the ability of the City to “sole source” professional services (e.g., request and receive only one proposal), when it can be determined by the City Council that it is in the best interest of the community to do so. In this case, Rincon Consultants has the expertise and historical background that would be beneficial and in the best interests of the community to

prepare an EIR for this project. Expanding a search for other qualified consultants would add a minimum of two months to the timeframe to complete this work, and use extra staff time that could otherwise be used moving this project forward.

8. The City's Purchasing Manual, under Section 6, provides that any contract for "professional services" over the amount of \$20,000 must be authorized by City Council.
9. The applicants have agreed to pay the cost of the EIR of approximately \$130,000. The applicant is satisfied with the scope of work, use of Rincon Consultants, Inc., and is anxious to initiate this EIR for the project. No City funds will be used to prepare this study.

Options

1. Take no action.
2. Approve attached Draft Resolution A approving use of Rincon Consultants by determining that it is in the best interest of the City to sole source this EIR to Rincon Consultants in the amount of \$130,000, and to direct staff to enter into a contract with Rincon Consultants to complete this study in accordance with the proposal submitted.
3. Amend the above-listed action.
4. Refer back to staff for additional analysis.

Analysis and Conclusions

The City has had favorable experiences working with Rincon Consultants on other projects, including the City's Circulation Element EIR, Hyatt Place Hotel and the prior Gateway Project EIR. Rincon Consultants has qualified staff with the necessary expertise and experience to complete this study. Their proposal is acceptable to the applicant, and preparation of the study will not impact the City's fiscal resources.

Option 2 provides efficiency in expediting the EIR process for the City and applicant by using the EIR consultant with the most experience and familiarity with the localized issues involved with this project, and saves staff resources and time by not requiring an RFP for an expenditure over \$20,000 (with the cost of preparing the EIR to be 100% funded by the applicant).

Options 1, 3 and 4 would delay the processing time of this application, which will add cost to the applicant and the City, since extra time spent on this project by staff conducting an RFP process would use staff time that would not be available for use on other projects. The outcome may also not yield any more qualified consultants to prepare this EIR.

Fiscal Impact

None. The applicant will be responsible to reimburse the City of all EIR costs.

Recommendation

Approve attached Draft Resolution No. 17-XXX approving use of Rincon Consultants by determining that it is in the best interest of the City to sole source this EIR to Rincon Consultants in the amount of \$130,000, and to direct the City Manager to enter into a contract with Rincon Consultants to complete this study in accordance with the proposal submitted.

Attachment

1. Draft Resolution No. 17-XXX, approving use of Rincon Consultants, Inc.

Attachment 1

Draft Resolution

RESOLUTION NO. 16-XX

RESOLUTION OF THE CITY OF EL PASO DE ROBLES CITY COUNCIL
AUTHORIZING EXECUTION OF A CONSULTANT AGREEMENT
TO “SOLE-SOURCE” PROFESSIONAL SERVICES TO
RINCON CONSULTANTS, INC. TO PREPARE AN
ENVIRONMENTAL IMPACT REPORT FOR THE GATEWAY PROJECT
AND TO APPROVE AN EXPENDITURE OF \$130,000 FOR CONSULTANT SERVICES

WHEREAS, on behalf of Quorum Realty Fund IV, LLC, applicant Michael Furlotti, has submitted an annexation application to annex property into the City of Paso Robles at the northwest quadrant of Highway 101 and SR 46W; and

WHEREAS, as part of the development review process for the Hyatt Place hotel, and in compliance with the California Environmental Quality Act (CEQA), an environmental impact report (EIR) is required to analyze potential significant environmental impacts that may result from this project; and

WHEREAS, the City Council approved a Reimbursement Agreement and allocation of 97 residential units from the City’s supply of surplus density units for this project in June 2017; and

WHEREAS, the lead consultant staff person, John Larson, prepared the 2014 administrative draft EIR for the prior iteration of this project, when he worked for AECOM Consultants. He has since changed firms and now works for Rincon Consultants, Inc. John Larsen prepared the Draft EIR for the Hyatt Place Hotel (in the near vicinity), and Richard Dalton, the Principal-In-Charge at Rincon Consultants, Inc. prepared the EIR for the City’s last update of the 2011 Circulation Element. Therefore, Mr. Larson and Rincon Consultants, Inc. have a good understanding of the localized highway complexities and legal issues associated with this project; and

WHEREAS, City staff is working with the applicant on readying application materials for review by the EIR consultant to get this project going. This includes preparing preliminary grading plans, and more detailed site and architectural plans, among other requirements. The applicant anticipates submitting their final materials very soon; and

WHEREAS, the EIR consultant and the City will host an EIR public “scoping” meeting to hear from the public and other agencies (e.g. SLO County, Templeton CSD & Caltrans) on the scope of issues to consider in the EIR. At this point, focused environmental studies anticipated necessary for the EIR include traffic, water, aesthetics, utilities, and air quality, although per CEQA, all issues will be discussed in the document; and

WHEREAS, at the request and direction of City staff, Rincon Consultants, Inc. provided a proposal, including a Scope of Work, which was approved by the Community Development Director and is acceptable to the applicant. The cost of the study is proposed in the amount of \$126,374. However, the proposal for the Traffic Impact Study (TIS) was subsequently modified, which increased the cost a few thousand dollars, therefore, the total cost of the EIR (including special studies such as the TIS) will be approximately \$130,000. By using Rincon Consultants, Inc. there is an overall cost savings since some information from the prior Administrative Draft EIR can be reused for this study; and

WHEREAS, the City's Purchasing Manual, under Section 7, provides for the ability of the City to "sole source" professional services (e.g. request and receive only one proposal), when it can be determined by the City Council that it is in the best interest of the City to do so. In this case, Rincon Consultants has the expertise and historical background that would be beneficial and in the best interests of the City to prepare an EIR for this project. Expanding a search for other qualified consultants would add a minimum of two (2) months to the timeframe to complete this work, and use extra staff time that could otherwise be used moving this project forward; and

WHEREAS, the City's Purchasing Manual, under Section 6, provides that for any contract for "professional services" over the amount of \$20,000, it must be authorized by City Council; and

WHEREAS, the applicants have agreed to pay the cost of the EIR of approximately \$130,000. The applicant is satisfied with the scope of work, use of Rincon Consultants, Inc., and is anxious to initiate this EIR for their project. No City funds will be used to prepare this study; and

NOW, THEREFORE, BE IT RESOLVED that the City of El Paso de Robles approves authorizing execution of a consultant agreement for the City to hire Rincon Consultants, Inc. to prepare an EIR consistent with Exhibit A for the Gateway Project Annexation 16-001, as a "sole-source" for consultant services, and approving an expenditure over \$20,000, in the amount of \$130,000, paid for by the project applicant.

PASSED AND ADOPTED THIS 7th day of September, 2017, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

STEVE MARTIN, MAYOR

ATTEST:

KRISTEN L. BUXKEMPER, DEPUTY CITY CLERK

Exhibit A - EIR Proposal – Rincon Consultants, Inc.

July 27, 2017

Ms. Susan De Carli
City of Paso Robles
Community Development Department
1000 Spring Street
Paso Robles, CA 93446

Subject: Proposal to Prepare an Environmental Impact Report (EIR) for Paso Robles Gateway Project, Paso Robles, California

Dear Ms. De Carli:

In response to your request and our meeting on June 21, 2017, this letter presents our proposal to prepare an Environmental Impact Report (EIR) for the proposed Paso Robles Gateway Project at the northwest corner of South Vine Street and State Route 46 West in Paso Robles. The project involves six parcels totaling approximately 170.5 acres and is a revised version of a similar, though larger, project that was proposed in 2014. The project applicants have revised the scope of the project in accordance with the settlement agreement between the City and the applicant dated July 2016.

The project includes several components: (i) a Hillside Premium Destination Resort Hotel and Conference Center, (ii) a Vine Street Vineyard Hotel and Village, (iii) a High Density Resort Community, and, (iv) two distinct visitor and community serving commercial centers. The project will include up to 425 transient units, a maximum of 80 of which may be permitted as residential units (resort community), approximately 56,700 square feet of retail and office space with 17 workforce residential units in conjunction with the retail uses, 10,600 square feet of restaurant uses, and over 30,000 square feet of conference space. These components are geographically laid out in the application's site plan as eight distinct areas: Areas 1 through 8, with certain areas denoted for commercial and residential development, and others for open space and agriculture.

This proposal summarizes Rincon's understanding of the project and our scope of work. The project team, schedule, and cost estimate are also provided below.

UNDERSTANDING OF WORK AND GENERAL APPROACH

The project includes a request for a Sphere of Influence Amendment and Annexation, a Development Agreement, a Pre-Zoning application, and a General Plan Amendment. Future



applications will include a Phased Tract Map and individual Conditional Use Permits or Planned Development applications, as appropriate, for the individual projects. The application notes that the development of the site will be staged, with project buildout anticipated to occur over a 15-year period, from 2020 to 2035. The EIR will analyze the build-out of the project and include a project-level analysis of two options for development of the southwestern portion of the project site (Area 5).

A larger development on approximately 270 acres was proposed in 2011. An EIR was initiated for the environment review of the previous project, and an administrative draft EIR was produced for the City. Both the previous project and the current project require reconfiguration of the South Vine Street/State Route 46 West intersection, a westward realignment of South Vine Street within and adjacent to the subject property, and the construction of a bridge to cross a drainage along the southern portion of the site.

The improvements to the U.S. Highway 101/State Route 46 West interchange were reviewed through a Project Study Report (PSR) conducted by Caltrans in 2009. The environmental review for the Caltrans PSR included a Mitigated Negative Declaration (MND)/Environmental Assessment (EA), and a Finding of No Significant Impact (FONSI) was issued. Rincon will incorporate the previous environmental review that was completed for the larger project and for the Caltrans PSR and update it for the current project EIR.

Based on a preliminary review of the current, 170.5-acre project and referring to the ADEIR for the previous project and the Caltrans MND/FONSI, the City has determined that an EIR should be prepared to address potential effects on the following issues:

- Aesthetics
- Agricultural and Forestry Resources
- Air Quality
- Biological Resources
- Cultural Resources
- Geology and Soils
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use Planning
- Noise
- Public Services
- Transportation and Traffic
- Tribal Cultural Resources
- Utilities and Service Systems

Rincon has enlisted Associated Transportation Engineers for the project's traffic and transportation analysis. This analysis will be included in the EIR. Rincon understands that Todd Engineers will be retained by the City to prepare a Water Supply Evaluation, which will also be available for inclusion in the EIR. The Cumulative Impacts analysis will incorporate the effects of buildout of



the hotel and ancillary facilities on the CENCO property which is adjacent to the southeast corner of the project site, as well as other reasonably foreseeable projects in the vicinity.

Our general approach is to closely coordinate with City staff during the EIR preparation and to integrate steps into the process that minimize repetition and promote the efficient use of staff time, particularly during internal review. We are committed to principal and senior management involvement in each project, which we believe is a key component of our reputation for excellent work products and exceptional service levels. Our goal is to produce clear, thorough, and responsive documents on-time and within budget. The specific tasks to achieve this are fully described in the attached Scope of Work.

PROJECT TEAM

Rincon has assembled a team of highly qualified professionals who know environmental issues and regulatory compliance needs in the City of Paso Robles. Rincon will manage this EIR and will be responsible for successful completion of all work assignments.

Richard Daulton, MURP, Vice President and Operations Manager of Rincon's San Luis Obispo office, will serve as the Principal in Charge of the EIR. Richard has over 20 years of experience preparing CEQA and NEPA environmental documents for projects located throughout California. He has overseen or assisted with the management of several planning and CEQA documents for the City of Paso Robles, including the City's Climate Action Plan, General Plan and EIR, and the Chandler Ranch Specific Plan EIR. In addition, he has overseen or managed several major EIRs in northern San Luis Obispo County.

John Larson, Senior Project Manager, will serve as Project Manager for this EIR. John is an experienced environmental planner who has worked in San Luis Obispo County and the Central Coast since 1993. His recent projects have included EIRs for the Hyatt Place Project in Paso Robles and the Enos Ranchos Specific Plan and Betteravia Plaza mixed use development in Santa Maria. Prior to joining Rincon in 2015, Mr. Larson was the Project Manager for the previous version (2014) of the Paso Robles Gateway EIR in Paso Robles, which analyzed a larger development and annexation at the proposed project site. Mr. Larson will oversee all work on the EIR and will be directly involved in much of its composition. He will serve as the primary point of contact for City staff, and will attend all project meetings.

Rob Mullane, MS, AICP, Senior Program Manager, will provide quality assurance and quality control and will assist the management team in the preparation of major deliverables. Rob has extensive experience in managing CEQA documents and assists in the management of Rincon's statewide contract planning service line. His project management experience includes the Orcutt Key Site 3 Subsequent EIR, Orcutt Key Site 30 Subsequent EIR, Comstock Homes and Ellwood Mesa Open Space Plan EIR for the City of Goleta, Santa Ynez Valley Community Plan EIR, and Granite Construction Subsequent EIR for the County of Santa Barbara, the Area 9 Specific Plan EIR for the City of Santa Maria, the Tentative Tract 5475 Specific Plan EIR for the City of Santa Paula, the Hillside House EIR for the City of Santa Barbara, and the State Route 99/Fulkerth Road Interchange Improvements Preliminary Environmental Analysis Report and MND/Categorical Exclusion.



Shauna Callery, MCRP, MS Transportation Engineering, Senior Environmental Planner and Program Manager in Rincon's Environmental Planning and Sustainability Services Groups, will serve as Assistant Project Manager for this EIR. Shauna has ten years of experience managing and preparing California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) compliance documents, general plans and elements, active transportation plans, climate action plans, greenhouse gas emissions inventories, and a range of technical studies. Shauna managed preparation of the City of Paso Robles Climate Action Plan as part of the San Luis Obispo Regional GHG Reduction Program and Six City Plans Program. Other recent projects Ms. Callery has managed or assisted in managing include the City of San Luis Obispo Palm Nipomo Parking Structure Project, 2040 Santa Barbara County Association of Governments Regional Transportation Plan/Sustainable Communities Strategy EIR, Alamo Pintado Creek Bicycle-Pedestrian Bridge IS-MND, , and Orcutt Key Site 3 EIR.

Chris Bersbach, MESM, Environmental Planner and Technical Services Program Supervisor, will serve as the lead analyst for the topics of air quality, greenhouse gas emissions and noise. Chris is currently managing the City of San Luis Obispo San Luis Ranch Project EIR. Other recent projects include the Santa Barbara Key Site 30 Supplemental EIR and the City of Buellton Meritage Senior Center Supplemental EIR, and the Shandon Area Community Plan Update EIR. He also managed the preparation of CEQA documentation for the addition of facilities to the Cuesta College North County Campus.

Mattie Cardenaz, Associate Planner, will prepare other topic sections of the EIR, including aesthetics, agricultural resources, hazards/hazardous materials, land use planning, public services, utilities, as well as other discussion sections. She has a broad range of experience in CEQA analysis and documentation. Her recent experience includes assisting in the preparation of the Hyatt Place Project EIR in Paso Robles, the San Miguel Community Plan Update EIR and Jack Ranch EIR for the County of San Luis Obispo, San Luis Ranch Project EIR for the City of San Luis Obispo, the Betteravia Plaza Project EIR and Enos Ranchos Specific Plan Supplemental EIR for the City of Santa Maria, the Heritage Ridge Residential Project EIR for the City of Goleta, and the Clark Avenue at Highway 101 Northbound Interchange Improvements Project Visual Impact Assessment and Noise, Air Quality and Water Quality Technical Memoranda for the County of Santa Barbara.

Michael Tom, MS, Associate Biologist with Rincon's biological resources group, will prepare the biological resources section of the EIR. Michael has substantial CEQA and biological resource studies experience. Mr. Tom conducts special status species, general wildlife and pre-construction surveys. He has performed protocol level surveys as well as pre-construction clearance and monitoring for various species of concern, including the San Joaquin Kitfox, desert tortoise, blunt nosed leopard lizard, California red-legged frog, giant garter snake, western pond turtles, coast horned lizards, western spade foot toads, and nesting birds.

Christopher Duran, MA, RPA, Principal Investigator and Project Manager at Rincon Consultants, will assist in the analysis of cultural resources issues for the EIR. Chris has nine years of professional experience and has worked extensively in California and the Great Basin. His experience includes procuring, conducting, and managing cultural resources investigation projects in compliance with Sections 106 and 110 of the National Historic Preservation Act, NEPA, and CEQA as they pertain to cultural resources.



Scott Schell, AICP, PTP, Principal Transportation Planner with Associated Traffic Engineers (ATE), will supervise the traffic study for the project, whereupon Rincon will incorporate this into the EIR. Scott is a transportation planning specialist with a broad background in traffic operations, transportation planning theory and environmental regulations (CEQA/NEPA). He has been responsible for and participated in over 2,000 transportation planning studies, traffic impact reports, and parking studies for projects located throughout California. These projects include Circulation Element updates, Sphere of Influence Annexation proposals, and EIR/EIS for large scale residential, commercial, and institutional developments, as well as Redevelopment Agency projects.

Additional information regarding the experience of Rincon and our company capabilities, or the qualifications of these specific team members, can be provided if requested.

SCHEDULE

Rincon proposes to adhere to a schedule that allows the Draft EIR to be circulated within four months of authorization to proceed, and the EIR process to be concluded within approximately nine months.

Kickoff Meeting: Rincon will arrange and manage a project kickoff meeting within two weeks of the notice of contract award. This meeting will likely include City staff, possibly members of the applicant team (if determined by the City), and Rincon's project manager.

Project Description and EIR Outline: Within two weeks of the kickoff meeting and receipt of project mapping, Rincon will submit the draft project description and EIR outline for staff review. Rincon assumes a one-week review period for review by the City, and Rincon revisions to the project description. Thus, we assume that the project description will be approved by the City within four weeks after the Kickoff Meeting.

Notice of Preparation and Scoping Meeting: Rincon will prepare for City review a draft of the IS/NOP within one week of the City's approval of the project description. The IS/NOP will be out for review within three weeks of finalization of the project description, or seven weeks after the Kickoff Meeting. For the purposes of this proposal, we have assumed a one-week turnaround from the City on a draft of the IS/NOP, and the incorporation of any revisions by Rincon in a one-week turnaround. The IS/NOP will be circulated for a 30-day review period, and the scoping meeting will be held during the 30-day review period.

Administrative Draft EIR and Screen-check Draft EIR: The Administrative Draft EIR will be completed within ten weeks of City approval of the EIR project description, assuming that all technical information has been provided to allow us to complete our analysis in a timely fashion. This schedule assumes delivery of the ADEIR about 14 weeks after the kickoff meeting. A screen-check Draft EIR will be prepared for City review and comment. Assuming that the City will deliver comments on the Administrative DEIR within four weeks, Rincon will produce the screen-check Draft EIR within four weeks of receipt of staff comments. The delivery schedule for the screen-check Draft EIR also assumes that City comments are coordinated into a single consistent set of comments and that new substantial analysis will be minimal. We assume one week for City



review of the screen-check draft, and one-week for Rincon to incorporate City comments on the screen-check draft.

Draft EIR: Following incorporation of the City's comments on the screen-check Draft EIR, Rincon will produce the Draft EIR. This schedule would allow for publication and initiation of public review approximately 24 weeks after the kickoff meeting. (Please note that additional time may be needed if the City staff needs more than four weeks to review the ADEIR or more than one week to review the screen-check DEIR prior to publication.) Rincon's project manager will participate in a staff-led update on the project to the Planning Commission anticipated to occur shortly after the release of the Draft EIR.

Response to Comments/Administrative Final EIR: Within four weeks of the close of the 45-day Draft EIR circulation period and receipt of all written and oral comments, Rincon will deliver a Draft Response to Comments report that responds to issues raised regarding the analysis. Rincon will assemble responses into the Administrative Final EIR, which will also contain any changes that might be required to the Draft EIR. This milestone is expected to be reached 34 weeks after the kickoff meeting.

Final EIR: Within two weeks of receipt of City comments on the Response to Comments/Administrative Final EIR, Rincon will deliver the Final EIR. The Final EIR would be delivered 38 weeks, or about ten months, after the kickoff meeting. Rincon's project manager and other members of the project team will participate in the Planning Commission and City Council hearings on the project where the FEIR will be considered, and attendance at one hearing before each decision-making body is assumed in this proposal.

Adhering to this schedule, the EIR will be prepared, reviewed by the public and decision-makers, and could be certified within approximately 12 months. The ability to meet this schedule depends on the level of public comment, the number of public hearings needed, timely receipt of technical information, and staff's direction on addressing unanticipated issues that may arise during the process.

COST ESTIMATE

Rincon Consultants will prepare the EIR for the Paso Robles Gateway project for the City of Paso Robles, in accordance with our proposed scope of services, for an estimated fee of **\$126,374**. Attachment 2 with this letter provides a breakdown of costs by major work item.

Up to two working meetings (one meeting subsequent to the ADEIR submittal, and another subsequent to the public review period) with City staff and a kickoff meeting are included in this proposal. We have assumed that the consultant team will meet with City staff prior to each milestone and upon conclusion of City review of administrative draft products. Rincon is available to attend additional meetings or hearings on a time-and-materials basis, in accordance with the standard hourly rates shown in Attachment 3. Depending on staff and preparation time, attendance at each meeting or hearing would cost in the range of \$700 to \$1,000 per Rincon staff person attending.



All aspects of this proposed scope of services and associated costs are fully negotiable to meet the needs of the City of Paso Robles. Additional work not included within our proposed work program will be completed only upon written City authorization on a time- and-materials basis in accordance with our standard fee schedule, included as an attachment to this proposal.

Thank you for this opportunity to serve the City of Paso Robles. Please feel free to call if you have any questions (805-547-0900).

Sincerely,

RINCON CONSULTANTS, INC.

John P. Larson
Senior Project Manager

Richard Daulton, MURP
Principal-in Charge

Attachments:

1. *Scope of Work*
2. *Cost Estimate*
3. *Standard Hourly Rates*



ATTACHMENT 1: SCOPE OF WORK

Environmental Impact Report for Paso Robles Gateway Project

This attachment details Rincon's approach for completing the EIR, including details relative to the research and evaluation techniques to be employed. Rincon's scope of work will follow the requirements of the *State CEQA Guidelines* and the City of Paso Robles Rules and Regulations for the Implementation of The California Environmental Quality Act.

SECTION 1 - TASKS FOR EIR PREPARATION AND PROCESSING

Task 1 - Project Initiation, Kickoff Meeting, Data Collection, and IS/NOP. The kickoff meeting will provide an opportunity to review the City's study objectives, confirm details of our approach to completing all necessary tasks, and set preliminary goals for the initial phases of the project. An important function of this meeting will be to finalize an understanding on the scope of the study. We will also confirm that our library of City- related data is still relevant to the proposed project. If necessary, we will gather any additional materials available at this meeting, including the preliminary review material, relevant planning documents, any technical analyses prepared by the applicant team, and recent environmental documentation prepared for projects in or near the study area.

We will use this information to prepare an Initial Study Checklist covering the issues identified in the City's Initial Study Checklist Form and based on available information from City documents (General Plan, other plans and/or recent environmental documents). The Initial Study Checklist will briefly describe the project, and provide summary information regarding how the project relates to each of the environmental topics in the City's Initial Study Checklist Form. A total of 18 environmental topics will be addressed in the Initial Study Checklist. This includes the 17 topic areas in the City's most recent form, plus "Tribal Cultural Resources, which was added to the CEQA Guidelines Checklist Form by the Office of Planning and Research in 2016.

Our scope of work assumes that the City of Paso Robles will organize and staff the scoping meeting. The scope of work also assumes that the City will transmit the Notice of Preparation and manage agency and public communications during the scoping period for the project. Rincon's Project Manager or another member of the project team will attend the scoping meeting, to answer questions and to receive input regarding issues to be addressed in the EIR.

Task 2 - Administrative Draft EIR. This project phase includes all of the steps necessary to complete an Administrative Draft EIR for the proposed project. The EIR will contain an analysis of the topics identified as having the potential to represent significant environmental impacts, as confirmed by the City through the Initial Study and scoping processes. These topics are expected to include:

- Aesthetics
- Agricultural and Forestry Resources
- Air Quality
- Biological Resources
- Cultural Resources



- Geology and Soils
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use Planning
- Noise
- Public Services
- Transportation and Traffic
- Tribal Cultural Resources
- Utilities and Service Systems

A brief discussion of additional issue areas will be provided in the *Effects Found Not to Be Significant* section of the EIR. This discussion will be summarized from information contained in the Initial Study for the project. Rincon will review the information provided by the City for these issue areas, and will provide minor additional analysis to address the following issues, which are not expected to result in the identification of significant impacts:

- Mineral Resources
- Population/Housing
- Recreation
- Energy Use

The Administrative Draft EIR will also include other sections and discussions as required by the CEQA Guidelines. Specific tasks and analysis that would be completed to prepare the EIR are described below, and in Section 2 Technical Approach to Environmental Issues.

Task 2.1 - Draft Project Description and EIR Outline. Rincon will prepare a detailed *Project Description* for review by the City. This review is critical, since it forms the basis for environmental evaluation under CEQA. The project description will provide a detailed summary of the proposed project application. The project description will expand upon information provided in the Initial Study for the project, and will be based on additional information to be provided by the City or applicant. Textual, tabular, and graphic presentation will be used as necessary to facilitate a thorough understanding of the proposed project. The project description will include:

- Project location
- Project Objectives
- A discussion of proposed development characteristics;
- A discussion of proposed infrastructural improvements, including “off-site” improvements;
- Features that have been incorporated into the project to minimize potential environmental or land use conflicts;
- Tables illustrating project characteristics and the degree of change from the currently-adopted land use; and
- Supporting graphics (up to 5 graphics figures)

A complete outline of all EIR sections and subsections will be provided for City review with the project description.



We will provide the City with an electronic version of the Draft Project Description and Outline via e-mail for review.

Task 2.2 - Development of Project Alternatives. CEQA requires an examination of project alternatives that could reduce environmental impacts. For this project, we would examine three (3) alternatives including a “No Project” alternative. Rincon will work with City staff to develop the alternatives. The alternatives could include site plan modification areas, smaller project size/reduced density, and/or an alternative project location. Since the project alternatives may be defined as a result of technical analysis to be completed as part of the ADEIR (e.g., air quality/GHG analysis, noise analysis, or traffic study, etc.), we recommend conferring with the City to develop project alternatives after the results for the technical analyses are known.

Task 2.3 - Administrative Draft EIR Analysis. Upon City approval of the Project Description, we will begin preparation of the Administrative Draft EIR. This task includes all components necessary to complete the environmental impact analysis.

Three hard copies and one digital copy of the ADEIR will be delivered to the City’s project manager for review and comment. Each major section of the ADEIR is described below. Our proposed scope of work for assessing potential environmental impacts of the proposed project is detailed in Section 2 Technical Approach to Environmental Issues.

Subtask 2.3.1 - Executive Summary. The Executive Summary will include an introduction and purpose, a brief description of the proposed project, project alternatives, and a table summarizing the environmental effects and mitigation measures associated with the proposed project. The table will be organized by level of environmental impact, including significant unavoidable adverse impacts (Class I), significant impacts that can be mitigated to a less than significant level (Class II), less than significant impacts (Class III), and beneficial impacts (Class IV). The Summary will be provided at a level of detail that allows the section to function as a stand-alone printed document.

Subtask 2.3.2 - Introduction, Project Description, and Environmental Setting. The Introduction section will include a narrative on the background of the project. It will include a summary of the environmental review process anticipated for the general plan amendment, zone change, development agreement, preliminary planned development, and tract map. In addition, lead, responsible, and trustee agencies will be identified and the scope, content, and purpose of the EIR will be described. The Project Description section will consist of the project description that was prepared in conjunction with Task 2.1.

The Environmental Setting section will provide a description of the existing environmental conditions in the project region and in the project area.

Subtask 2.3.3 - Environmental Impacts and Mitigation Measures. The main body of the EIR will consist of the assessment of potential environmental impact analysis of the proposed project. For each issue area analyzed in the EIR, the analysis will include a project-specific examination that will have four main subsections: setting, impact analysis, mitigation measures, and level of significance after mitigation.



The setting section will describe the applicable environmental conditions of the project area, and will reference recent technical studies for the project site whenever possible.

The impact analysis section will include a statement of the significance thresholds that were used to determine if an impact would have the potential to result in a significant environmental effect. Impacts of the proposed project when compared to existing conditions in the project area would be identified, as would cumulative impacts resulting from regional growth.

Mitigation measures will include measures proposed by the Initial Study that remain applicable, City and other agency requirements, and measures developed by Rincon staff. All mitigation measures will be presented so that they can be directly applied as conditions of approval and will include monitoring requirements. Conditions where the proposed mitigation measures would not reduce the identified impacts to a less than significant level will be clearly identified. Secondary impacts of mitigation measures will also be discussed.

The final section will describe the level of significance after mitigation. This will be a brief statement noting where any significant impacts would remain after mitigation measures are applied. This section will also note whether impacts related to each issue are significant and unmitigable (Class I), significant but mitigable (Class II), less than significant (Class III), or beneficial (Class IV).

The environmental impacts portion of the EIR will also include an *Effects Found Not to Be Significant* section. This section will summarize the analysis and conclusions of the Initial Study for these issue areas, including identified less than significant and significant but mitigable impacts.

Subtask 2.3.4 - Alternatives. This section will be prepared in accordance with the requirements of the *CEQA Guidelines*, Section 15126(d) and recent court decisions. The purpose of this section will be to promote informed decision-making and to evaluate a reasonable range of project alternatives. The alternatives studied will be those developed in Task 2.2. The analysis will identify the level of impact and mitigation needs for each alternative. This section will also identify the “environmentally superior alternative.” If the No Project Alternative is determined to be environmentally superior, the EIR will identify the environmentally superior alternative among the remaining scenarios.

Subtask 2.3.5 - Other CEQA-Required Sections. Also included in the EIR will be other sections required by CEQA, such as table of contents, references, persons contacted, list of preparers, and summary of potential growth inducing and significant irreversible effects.

Task 2.4 - Draft Mitigation Monitoring and Reporting Program. This task will involve the preparation of an MMRP prepared in a format that complies with City requirements, consistent with *CEQA Guidelines* requirements. The MMRP will include a table that lists each mitigation measure, agency responsible for each condition, when monitoring must occur, the frequency of monitoring, and criteria to determine compliance with the condition. Where necessary, the MMRP will include post-construction monitoring to confirm the effectiveness of the proposed measures. The MMRP will include mitigation measures identified in each of the EIR sections as well as the incorporation of pertinent mitigation-related information from the Initial Study.



Task 3 - Draft EIR Preparation and Publication. After receiving City comments regarding the Administrative Draft EIR and meeting with City staff to review the comments Rincon will produce the public Draft EIR. Rincon will respond to one round of consolidated City staff comments on the Administrative Draft EIR. Upon receiving clearance from the City, Rincon will prepare 15 hard copies of the Executive Summary with CDs containing the Draft EIR and appendices for transmittal to the State Clearinghouse, and up to 10 hard copies of the Draft EIR utilizing two sided copying. A pdf digital version of the Draft EIR suitable for posting on the City's web-site will also be provided. This scope of work assumes that the City of Paso Robles will prepare all required notices for the EIR, including the Notice of Completion and Environmental Transmittal, and will mail the documents to relevant agencies and interested citizens.

Task 4 - Final EIR Preparation. The final formal stages of the EIR process involve responding to comments, preparing the ADFEIR and FEIR, holding public hearings and final editorial tasks. At this point, all of the discretionary permit applications and the EIR will be brought together for final public and decision-maker scrutiny in order to render official decisions regarding the application. Through this process, final changes and policy decisions concerning the project are made. Our work effort regarding this task is delineated below.

Task 4.1 - Response to Comments/Administrative Final EIR. Rincon staff, in coordination with City staff, will respond to public and agency review comments on the Draft EIR, including the draft mitigation monitoring program, in accordance with Section 15088 of the *CEQA Guidelines*. The Final EIR will consist of the body of the Draft EIR, as revised based on comments received, and an additional section including all comments and responses. We will transmit one digital copy of this AFEIR document. For the purposes of this proposal, we have assumed that up to 36 hours of professional staff time will be sufficient to address the volume of comments received on the Draft EIR.

Task 4.2 - Final Mitigation Monitoring and Reporting Program. Concurrent with delivery of the Final EIR, and in accordance with Public Resources Code Section 21081.6, Rincon will finalize the Mitigation Monitoring and Reporting Program described above.

Task 4.3 - Publication of the Final EIR. Rincon will respond to one round of City staff comments on the Administrative Final EIR. Rincon will deliver up to 10 bound hard copies of the Final EIR, 15 compact disc copies, and one digital PDF copy of the Final EIR to the City. Upon certification of the Final EIR and project approval, we will prepare the Notice of Determination (NOD), but we understand that the City would be responsible for filing the NOD with the County Clerk's office and arranging for the payment of associated fees.

Task 5 - Staff Meetings and Public Hearings. During the course of EIR preparation, we anticipate needing to attend a project kickoff meeting, and two (2) additional meetings with staff. These meetings would be scheduled at the discretion of the City.

In addition, Rincon anticipates staff attendance at one public workshop scheduled for shortly after the release of the IS/NOP, and up to two public hearings associated with this scope of work. Attendance at any additional public hearings, if requested, would be billed separately in accordance with our hourly rates.



Task 6. CEQA Findings and Statement of Overriding Considerations. After the contents of the final EIR have been determined in Task 4.3 above, Rincon will prepare draft CEQA Findings consistent with the requirements of Section 21081 of CEQA and Section 15091 of the CEQA Guidelines. We assume that the City will provide an example of previous findings and other input related to format.

Project Management tasks, which include internal staff coordination, maintaining schedule and budget performance, and regular communications with City staff representative, will also be performed throughout the duration of the project.

SECTION 2 -- TECHNICAL APPROACH TO ENVIRONMENTAL ISSUES

This section describes tasks for work on specific environmental topics. In 2014, the City was processing a previous application for annexation and development on this property. At the time work was suspended on that application, a preliminary Draft EIR has been completed. Much of the analysis and discussion in that report, and in the technical documents supporting it, remain applicable to the current development proposal. Based on a review of previous environmental work on this project, and discussions with City staff, we expect that the EIR will focus on the following topics:

- Aesthetics
- Agricultural and Forestry Resources
- Air Quality
- Biological Resources
- Cultural Resources
- Geology and Soils
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use Planning
- Noise
- Public Services
- Transportation and Traffic
- Tribal Cultural Resources
- Utilities and Service Systems

The following paragraphs present a brief summary of these issues expected to have at least a potentially significant impact, as identified in the Initial Study Checklist. The approach that would be used to prepare the analyses for the EIR is briefly summarized for each.

Aesthetics. The project site is located at a highly-visible location at the southern entrance to the City of Paso Robles. The interchange of US 101 and State Route (SR) 46W provides ready access to the Paso Robles West Side winery region, and is a growing commercial center with a variety of visitor serving uses. Because of the visibility of the site and the importance of maintaining an inviting and attractive appearance in the project vicinity, the effects of the



proposed project on aesthetics represent an important issue. The building height limit in the C2 (Highway Commercial) zone containing the project site is 50 feet. While this limit might be modified by the Planned Development (PD) overlay, the City's code and policies require consideration of scale and bulk of buildings, landscaping, and other factors related to aesthetics.

The aesthetics section of the EIR will analyze the potential visual effects of the project using a combination of techniques. These will include a review of applicable City policies and code requirements based on the General Plan designation (RC) and zoning (C2-PD). The methodology used and general description of visual characteristics will generally follow the procedures used by the Federal Highway Administration (FHWA 1988) Visual Impact Assessment procedures. Several Key Views will be selected in consultation with City staff, and the existing views from these areas will be described in terms of their appearance and in terms of the viewer's experience based on the duration of the view and activities involved.

Information from the 2014 Preliminary Draft EIR identifying the visibility and key viewpoints, and explaining the visual analysis methods will be incorporated into this discussion. It is assumed that the applicant will provide updated architectural renderings and photo-simulations that would represent typical views of the completed project from similar viewpoints.

The change caused by the project will be described, using the nomenclature and procedures in the initial visual characterizations and using the code requirements and General Plan policies of the City as a guide to assess the significance of the changes. Mitigation measures, in the form of landscaping, possible architectural appearance changes, and other aspects of code compliance (such as measures to minimize nighttime lighting) will be identified and evaluated for effectiveness and resultant impact significance.

Agricultural and Forestry Resources. The 2014 Preliminary Draft EIR includes a discussion of agricultural resources based on soil mapping, California Farmland Mapping, County Agricultural Policies and City of Paso Robles Agricultural Policies. Much of this information remains applicable to the current development proposal. The current proposal, however, would entail a smaller annexation and Sphere of Influence Amendment than the earlier proposal. An area of land would be retained in the unincorporated area east of the proposed development to serve as a buffer between developed areas and the more rural areas in the County. This updated design will be evaluated in light of the applicable City and County policies, and the EIR section will reflect the updated analysis.

Air Quality. The air quality section will evaluate both short- and long-term air quality effects. A separate EIR section will analyze Greenhouse Gas (GHG) emissions. The computational procedures for both issues use the same modeling approach, so the work on these issues will be performed simultaneously. This analysis section will be prepared in accordance with the methodologies outlined in the San Luis Obispo County Air Pollution Control District *CEQA Air Quality Handbook* (APCD April 2012). The motor vehicle constituents of concern include ROG, NO_x, CO, and PM₁₀.



Significance criteria for criteria pollutants will be based on APCD thresholds. APCD recommended mitigation measures will be incorporated. The EIR will also address the project's compliance with the National Ambient Air Quality Standards and the San Luis Obispo County Clean Air Plan.

Greenhouse gas (GHG) emissions have been recognized by the State of California as an issue of increasing importance within the context of CEQA analysis. California Senate Bill 97 (SB 97, signed in August 2007, acknowledges that climate change requires analysis under CEQA. The approach and thresholds for the GHG discussion will be based on *Greenhouse Gas Thresholds and Supporting Evidence* (APCD March 28, 2012).

While some background information from the 2014 Preliminary Draft EIR remains applicable, it will be necessary to update the air quality and greenhouse gas analyses to reflect both the project changes and the changes in state and local policies related to these issues.

Rincon will use the latest version of the California Emissions Estimator Model (CalEEMod) software to estimate emissions of criteria pollutants and for GHG. CalEEMod was developed by air districts throughout the state and is designed as a uniform platform for government agencies, land use planners and environmental professionals to quantify potential criteria pollutant and GHG emissions associated with project construction and operation.

The model quantifies direct emissions from construction and operation (including vehicle use), as well as indirect emissions, such as GHG emissions from energy production, solid waste handling, vegetation planting and/or removal, and water conveyance. Further, the model calculates the benefits from implementing mitigation measures, including GHG mitigation measures developed and approved by the California Air Pollution Control Officers Association (CAPCOA). Emission factor data, when not identified in the APCD guidelines, will be obtained from EPA AP-42, *Compilation of Air Pollutant Emissions Factors, Third Edition*, and any updates published by the EPA, as well as the California Climate Action Registry's General Reporting Protocol, and other sources, as appropriate.

Traffic data to be input in the model will be obtained from the updated traffic analysis for the project to be prepared by Associated Transportation Engineers. Given the extent of site preparation and grading that could occur, and the level of construction anticipated, construction related air emissions may have a significant short-term effect. This evaluation will include an assessment of dust impacts, as well as emissions associated with heavy construction equipment. These emissions will be compared to state and federal Air Quality Standards and APCD construction emissions thresholds for determination of significance. Potential long-term emissions associated with project implementation would primarily be a result of increased traffic and/or increased vehicle miles traveled. Mobile emissions will be associated with commuter vehicle use by new residents and commercial users. The EIR will estimate and analyze the significance of these potential impacts and develop appropriate mitigation for all impacts identified.

Potential health risks associated with high concentrations of toxic air contaminants (TACs) will be discussed qualitatively, as project development and the surrounding area are not anticipated to include large sources of TACs.



Mitigation measures for both short term and long term impacts will be drawn from measures currently recommended by the APCD, CAPCOA, or other sources.

Cumulative impacts will include a generalized review of consistency with regional planning efforts such as the Clean Air Plan and other resource plans from the County and City.

Biological Resources. A biological resources survey over an area including the current project site was prepared by Althouse & Meade (2011) for the 2014 Preliminary Draft EIR, and was the basis for the analysis in the earlier report. This information will be incorporated into the EIR, and a brief biological field visit will be conducted to include an updated description of current site conditions.

Cultural Resources. A cultural resources survey for the earlier project was completed by Cogstone Resource Management Inc. We will obtain an updated records search, and perform a brief field check to confirm site conditions, but will not perform any additional cultural resource survey fieldwork. This section of the EIR will be based on the previous work, updated to reflect the new project development design.

Geology and Soils. This discussion will be based on the previous EIR work and will be updated to reflect the new project design. It is assumed that all City general plan policies, and zoning and development requirements, would remain applicable to the new project.

Greenhouse Gas Emissions. The approach and methods for this topic are discussed above in Air Quality.

Hazards and Hazardous Materials. As with Geology and Soils, this discussion will be based on the previous EIR work and will be updated to reflect the new project design. It is assumed that all City General Plan policies, and zoning and development requirements, would remain applicable to the new project.

Hydrology and Water Quality. The 2014 EIR was prepared after adoption of the City's Urban Water Management Plan in 2011 and a Water Supply Assessment for the prior (2014) project, so much of the information from the prior work related to water supply and quality will still be applicable to the new project design and can be incorporated into this new EIR. As necessary, the discussion will be updated to reflect more recent planning related to regional groundwater supplies, but the major discussion of water supply will be in the Public Services section of the EIR.

Land Use Planning. The Land Use section of the 2014 Preliminary Draft EIR addresses City policies from the General Plan, Purple Belt Action Plan, and Gateway Plan Design Standards, and LAFCO and County policies related to regional planning. This information will be reviewed and updated, and incorporated into this section of the EIR.

Noise. The Noise section of the 2014 Preliminary Draft EIR was based primarily on the extensive noise study prepared by Caltrans for the US 101/SR 46 interchange improvements. Much of this information remains applicable to the general area, and the analysis will be



updated to reflect the slightly different receiver locations in the proposed project. Applicable City requirements will be reviewed, and the EIR discussion will be updated as necessary.

Public Services. This section of the EIR will address police and fire services, schools, park and recreation facilities, and the library. Most of the discussion from the 2014 Preliminary Draft EIR remains applicable to the new project. Updated City information will be obtained as part of the work on this section.

Transportation and Traffic. An updated Traffic and Circulation Study will be prepared by Associated Transportation Engineers, and the results of that study will be used to prepare this section of the EIR.

Tribal Cultural Resources. It is assumed that the City will correspond and consult with appropriate tribal representatives, and forward any information related to the identification of tribal resources or concerns to us for incorporation in the EIR.

Utilities and Service Systems. The main issue within this topic would be water consumption and supply for the project. Since the project includes a Sphere of Influence Amendment, Annexation, and other actions that affect the allowable development intensity, there will be an increase in water demand. This issue was reviewed previously in the 2014 Preliminary Draft EIR, and an updated Water Supply Evaluation will be prepared by Todd Engineers under contract with the City. This updated information will be incorporated into the new EIR. The EIR discussion will identify any potential impacts, and will describe routine water conservation measures that would apply to the project and any special mitigation measures that are applicable.

Other utility services provided by the City will also be briefly reviewed in the EIR. These include wastewater treatment, stormwater conveyance, and solid waste disposal services. The information in this EIR discussion will be based on project review memos and information provided by the Community Development Department, a Stormwater Control Plan provided by the applicant, and follow-up communications with City staff in the Public Works Department if necessary. Communications with all other staff will be coordinated with, and documented for, the Community Development Department.

Less Than Significant Impacts. For the remaining Initial Study Checklist topics, it is expected that the effects of the project will be determined to be less than significant – as was the case in the 2014 Preliminary Draft EIR. These topics include: Mineral Resources, Population/Housing, and Recreation. Impacts related to Energy Use are also anticipated to be discussed in this section. For each of these topics, the EIR will present a brief description of the resource and the reason why the proposed project is not expected to have any significant impacts. All of the information in this section would be based on existing documentation, primarily the General Plan, General Plan EIR, City Code, and standard requirements for all development projects.

Finally, this section will include a brief discussion of energy use and conservation, but will not include a full energy impact analysis. The discussion will reference the results from the GHG analysis, which will include estimates of direct and indirect energy consumption.



ATTACHMENT 2: COST ESTIMATE

Tasks	Cost	Rincon Labor Hours	Rincon Consultants					7/27/2017
			Principal I \$215/hr	Proj. Mgr. \$165/hr	Prof. IV \$135/hr	Prof. I \$95/hr	Graphics \$100/hr	
1. Project Initiation, Kickoff Meeting, Data Collection, IS Checklist for NOP	\$6,090	54	2	6	8	32	4	2
2. Administrative Draft EIR Preparation								
2.1 Draft Project Description and EIR Outline	\$2,650	22	2	4		8	8	
2.2 Development of Project Alternatives	\$1,455	11	1	4		4	2	
2.3 Administrative Draft EIR Analysis								
2.3.1 Executive Summary	\$1,225	11	1	2		4		4
2.3.2 Introduction, PD Summary, Env. Setting	\$1,735	13	1	6		4		2
2.3.3 Env. Impacts and Mitigation Measures								
Aesthetics	\$3,700	32	2	6		14	8	2
Agricultural Resources	\$1,860	16	1	3		10	2	
Air Quality	\$2,490	22	1	2	4	14		1
Biological Resources	\$3,400	28	1	2	12	8	4	1
Cultural Resources	\$2,010	16	1	2	6	4	2	1
Geology and Soils	\$1,670	14	1	3		8	2	
Greenhouse Gas Emissions	\$3,145	27	1	2	8	16		
Hazards and Hazardous Materials	\$1,575	13	1	2	2	8		
Hydrology and Water Quality	\$1,765	15	1	2	2	10		
Land Use Planning	\$1,305	11	1	2		8		
Noise	\$4,205	35	1	6	8	16	4	
Public Services	\$2,595	23	1	4		16	2	
Transportation/Circulation (summarized from ATE report)	\$2,780	24	1	4	2	8	8	1
Tribal Cultural Resources	\$1,575	13	1	2	2	8		
Utilities and Service Systems (water study from Toold)	\$2,950	24	1	8		12	2	1
Effects Found Not to Be Significant	\$1,385	11	1	2	2	6		
2.3.4 Alternatives (from 2.2)	\$3,785	33	2	6		22	2	1
2.3.5 Other CEQA Required Sections, Including Energy Impacts	\$2,140	20	1	2		16		1
2.4 Draft Mitigation Monitoring and Reporting Program	\$1,190	10	1	2		6		1
3. Draft EIR Preparation and Publication	\$3,645	31	1	8	2	12	4	4
4. Final EIR Preparation								
4.1 Responses to Comments/Admin Final EIR	\$5,695	47	4	8	6	24	2	3
4.2 Final Mitigation Monitoring and Reporting Program	\$645	5	1	1		2		1
4.3 Publication of the Final EIR	\$1,375	13	1	2		4	4	6
5. Staff Meetings and Public Hearings (5 total)	\$6,390	40	4	30		4	2	
6. CEQA Findings/Statement of Overriding Considerations	\$3,470	26	4	8		12		2
Project Management/Coordination	\$7,220	44	10	28	64	320	58	6
Subtotal Labor (Base Fee):	\$87,120	704	53	169	64	320	58	40
Additional Costs								
Traffic Analysis by ATE	\$29,000							
Records Search Fees	\$600							
Reproduction (3 copies ADEIR; 1 copy DEIR with 15 copies Exec Summ + CDs; 10 copies Final EIR)	\$1,765							
Supplies and Miscellaneous Expenses	\$2,769							
General & Administrative	\$5,120							
Subtotal Additional Costs:	\$39,254							
TOTAL LABOR + ADDITIONAL COSTS	\$126,374							



ATTACHMENT 3: STANDARD FEE SCHEDULE FOR ENVIRONMENTAL PLANNING SERVICES

Rincon Consultants’ fee schedule is based on the time that is charged to projects by our professionals and support staff. Direct costs associated with completing a project are also billed to the project as outlined under Reimbursable Expenses below. The following sets forth the billing rates for our personnel.

Professional, Technical, and Support Personnel*	Rate
Principal II	\$ 230/hour
Principal I	\$ 215/hour
Senior Supervisor II	\$ 195/hour
Supervisor I	\$ 185/hour
Senior Professional II	\$ 165/hour
Senior Professional I	\$ 150/hour
Professional IV	\$ 135/hour
Professional III	\$ 120/hour
Professional II	\$ 105/hour
Professional I	\$ 95/hour
Environmental Technician/Field Aide	\$ 85/hour
Senior GIS Specialist	\$ 130/hour
GIS/CADD Specialist II	\$ 115/hour
GIS/CADD Specialist I	\$ 100/hour
Graphic Designer	\$ 95/hour
Technical Editor	\$ 105/hour
Clerical/Administrative Assistant II	\$ 80/hour
Clerical/Administrative Assistant I	\$ 75/hour

**Professionals include environmental scientists, urban planners, biologists, geologists, and cultural resources experts*

Expert witness services consisting of depositions and in-court testimony are charged at a rate of \$310/hour.

Photocopying and Printing

Photocopies will be charged at a rate of \$0.16/copy for single-sided copies and \$0.32/copy for double-sided copies. Colored copies will be charged at a rate of \$1.50/copy for single-sided and \$3.00/copy for double-sided or 11"×17" copies. Oversized maps or display graphics will be charged at a rate of \$8.00/square foot.

Reimbursable Expenses

Expenses associated with completing a project are termed Reimbursable Expenses. These expenses do not include the hourly billing rates described above. Reimbursable expenses include, but are not limited to, the following:



1. Direct costs associated with the execution of a project are billed at cost plus 15% to cover General and Administrative services. Direct costs include, but are not limited to, laboratory and drilling services charges, subcontractor services, authorized travel expenses, permit charges and filing fees, printing and graphic charges, mailings and postage, performance bonds, sample handling and shipment, equipment rental other than covered by the above charges, etc. Communications charges and miscellaneous office expenses (including PDAs, cell phones, phone, fax, and electronic data transmittals, digital cameras, photo processing, etc.) are billed at 3% of total labor.

2. Vehicle use in company-owned vehicles will be billed at a day rate of \$85/day for regular terrain vehicle use and \$135/day for 4-WD off-road vehicle use, plus \$0.65/mile for mileage over 50 miles per day. For transportation in employee- owned automobiles, a rate of \$0.65/mile will be charged. Rental vehicles will be billed at cost plus 15%.



Equipment Schedule for Environmental Sciences and Planning Services

Equipment	Day Rate
Environmental Site Assessment	
Brass Sample Sleeves, Bailers, Disposable Bailers	\$25
Water Level Indicator, DC Purge Pump	\$40
Hand Auger Sampler	\$55
Oil-Water Interface Probe	\$85
Four Gas Monitor or Photo-Ionization Detector	\$120
Photo-Ionization Detector	\$120
Soil Vapor Extraction Monitoring Equipment	\$140
Flame Ionization Detector	\$200
Natural Resources & Multi-Services Field Equipment	
Trimble GPS (sub-meter accuracy)	\$190
UAS Drone	\$250
Pettersson Bat Ultrasound Detector/Recording Equipment	\$150
Spotting or Fiberoptic Scope	\$150
Amphibian Survey Field Package: (digital camera, GPS, thermometer, decon chlorine, waders, float tube, hand net)	\$150
Remote Field Package, (digital camera, GPS, thermometer, binoculars, field computer and mifi, Delorme Satellite Beacon, 24-Hour Safety Phone)	\$125
Sound Level Metering Field Package: anemometer, tripod and digital camera.	\$100
Construction Monitoring Field Package: (digital camera, GPS, thermometer, binoculars, field computer, safety equipment)	\$95
Standard Field Package (digital camera, GPS, thermometer, binoculars, and botanic collecting equipment)	\$50
Minnnow trap	\$85
Infrared Sensor Digital Camera or Computer Field Equipment	\$50
Scent Station	\$20
Laser Rangefinder/Altitude	\$10
Net, Hand/Large Seine	\$10/\$50
Pit-fall Traps, Spotlights, Anemometer, GPS Units, Sterilized Sample Jar	\$8
Mammal Trap, Large/Small	\$1.50/\$.50
Water & Marine Resources Equipment	
Refractometer (salinity) or Turbidity Meter	\$35
Multi Parameter Sonde (Temp, Cond, Turbidity, DO, pH) with GPS	\$200
Boat (20 ft. Boston Whaler or Similar)	\$300
Boat (27 ft. Wilson or Similar)	\$550
Side Scan or Single Beam Sonar	\$700
Underwater & Marine Sampling Gear includes: Photo/Video Camera, Dissolved Oxygen Meter, Temp-pH-Conductivity Meter, Tanks, BCD, Regulators, Binoculars, Tapes, Buoys, Floats, etc.	\$50
Marine Field Package: (Personal Flotation Devices (PFDs), 100 ft. Real Tapes w/ Stainless Carabiners, Pelican Floats, Underwater Slates, Thermometer, Refractometer, Anemometer, various Field Guides)	\$50
Insurance, Hazard & Safety Fees	
L & H Dive Insurance	\$50 person
Hazard Premium (In or Underwater ONLY per/hour)	1.25 X hourly
Level C Health and Safety	\$60 person