



City of Paso Robles City Council Agenda Report

From: Susan DeCarli, DeCarli

Subject: Consultant Agreement Authorization for Preparation of an Environmental Document for Hyatt Place Hotel Proposed on Theatre Drive (APN 009-831-029)

Date: December 5, 2017

Facts

1. The applicant for a Hyatt Place hotel, Rupesh Patel, has submitted a Planned Development application (PD 17-011) for property owned by the City located on Theatre Drive (at the intersection of Theatre Drive and State Route 46 West).
2. The Hyatt Place hotel project was previously proposed at 1955 Theatre Drive, where the River Lodge Motel is currently located. In accordance with the California Environmental Quality Act (CEQA), an Environmental Impact Report (EIR) was prepared by Rincon Consultants for the hotel project at that location.
3. During review of the hotel project at the River Lodge site, a new development concept for the Alexa Court “gateway” area was conceived that would create a more cohesive community form and development pattern, provide better circulation, and enhance the aesthetics of this important gateway to the City. To realize this vision, the City Council and the applicant supported moving forward with steps for a property exchange between the City and the applicant. The proposed property exchange includes exchanging the River Lodge motel site for the City’s property on Theatre Drive, noted above.
4. As part of the due diligence requirements for the property exchange the applicant is required to pursue a Planned Development entitlement at the new location. The new hotel site development is a “project” under CEQA, which requires preparation of an environment document.
5. After review of the proposed hotel project scope at the new location, staff has determined that a Mitigated Negative Declaration (MND) must be prepared. Since Rincon Consultants prepared the prior EIR and has extensive knowledge of the project and associated issues, it would be expedient and efficient to have Rincon Consultants prepare the MND. Sole sourcing this work to Rincon Consultants has distinct advantages that would be a benefit to the community by saving costs and time.
6. At the request and direction of City staff, Rincon Consultants provided a proposal, including a Scope of Work, which was approved by the Community Development Director. The cost of the study is proposed in the amount of \$22,783.
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 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 the MND 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 and other projects 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 applicant has agreed to pay the cost of the MND of \$22,783. The applicant is satisfied with the scope of work, and are anxious to initiate this MND for the project, and is in full support to use Rincon Consultants. No City funds will be used to prepare this study.

Options

1. Take no action.
2. Approve use of Rincon Consultants by making a determination that it is in the best interest of the City to sole source preparation of this MND in the amount of \$22,783, and direct staff to enter into a contract with Rincon Consultant 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 EIR for the Hyatt Hotel application at 1955 Theatre Drive, the Gateway Annexation EIR, and the City's Circulation Element 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. The City Council has the authority to sole source these services for the intended purpose, and to approve expenditures over \$20,000.

Option 1. The proposed project cannot proceed without appropriate CEQA analysis. Since the applicant has submitted a project proposal, this step is required under state law.

Option 2. Provides efficiency in expediting the MND process for the City and applicant by using the environmental 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 MND to be 100% funded by the applicant).

Options 3 and 4. These options 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 MND.

Fiscal Impact

None - The applicant will be responsible to reimburse the City for all MND costs.

Recommendation

Approve attached Draft Resolution #17-XX, approving use of Rincon Consultants by determining that it is in the best interest of the City to sole source this MND to Rincon Consultants in the amount of \$22,783, and to direct staff to enter into a contract with Rincon Consultants to complete this study in accordance with the proposal submitted.

Attachments

1. Draft Resolution #17-XXX, approving use of Rincon Consultants, Inc.
2. Rincon Proposal

Attachment 1

RESOLUTION NO. 17-XXX

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 A MITIGATED NEGATIVE DECLARATION FOR THE HYATT PLACE HOTEL PROJECT AND TO APPROVE AN EXPENDITURE OF \$22783 FOR CONSULTANT SERVICES

WHEREAS, the applicant for a Hyatt Place hotel, Rupesh Patel, has submitted a Planned Development application (PD 17-011) for property owned by the City located on Theatre Drive (at the intersection of Theatre Drive and State Route 46 West); and

WHEREAS, the Hyatt Place hotel project was previously proposed at 1955 Theatre Drive, where the River Lodge Motel is currently located. In accordance with the California Environmental Quality Act (CEQA), an Environmental Impact Report (EIR) was prepared by Rincon Consultants for the hotel project at that location; and

WHEREAS, due to community concerns, including historic resource and view impacts, and development of new circulation concepts for that area, the City Council supported moving forward with steps for a property exchange between the City and the applicant. The property exchange includes exchanging the River Lodge motel site for the City’s property on Theatre Drive, noted above; and

WHEREAS, as part of the due diligence requirements for the property exchange the applicant is required to pursue a Planned Development entitlement at the new location. The new hotel site development is a “project” under CEQA which requires preparation of an environment document; and

WHEREAS, after review of the proposed hotel project scope at the new location, staff has determined that a Mitigated Negative Declaration (MND) must be prepared. Since Rincon Consultants prepared the prior EIR and has extensive knowledge of the project and associated issues, it would be expedient and efficient to have Rincon Consultants prepare the MND. Sole sourcing this work to Rincon Consultants has distinct advantages which would be a benefit to the community by saving costs and time; and

WHEREAS, at the request and direction of City staff, Rincon Consultants provided a proposal, including a Scope of Work, which was approved by the Community Development Director. The cost of the study is proposed in the amount of \$22,783; 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 the MND 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 applicant has agreed to pay the cost of the MND of \$22,783. The applicants are satisfied with the scope of work, and are anxious to initiate this MND for their project, and are in full support to use Rincon Consultants. 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 a MND consistent with Exhibit A for the Hyatt Place hotel (Planned Development 17-011), as a “sole-source” for consultant services, and approving an expenditure over \$20,000, in the amount of \$22,783, paid for by the project applicant.

PASSED AND ADOPTED THIS 5th day of December, 2017, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Steven W. Martin, Mayor

ATTEST:

Kristen L. Buxkemper, Deputy City Clerk

Exhibit A - MND Proposal – Rincon Consultants



Rincon Consultants, Inc.

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November 29, 2017
Rincon Project No. 17-05219

Susan De Carli, AICP, City Planner
City of Paso Robles
Community Development Department
1000 Spring Street
Paso Robles, California 93446

Subject: Proposal to Prepare an Initial Study-Mitigated Negative Declaration for the Revised Hyatt Place Project

Dear Ms. De Carli

Rincon Consultants, Inc. (Rincon) is pleased to submit this proposal to assist the City of Paso Robles with the environmental documentation required by the California Environmental Quality Act (CEQA) for the revised Hyatt Place Project. The project site encompasses 3.1 acres in the southernmost portion of the City of Paso Robles, at the intersection of Theatre Drive and State Route 46 (SR 46) West.

Based on our discussions and a preliminary review of project materials, we anticipate preparation of an Initial Study-Mitigated Negative Declaration (IS-MND) to fulfill the CEQA environmental documentation requirement. This letter outlines our understanding of the project, general approach to the work, and the tasks necessary to complete the IS-MND. This information is based primarily on the site plan prepared by Hawkins & Associates Engineering, Inc., dated November 10, 2017, and the Project Description Letter for Major Development Application prepared by Heidi Grimwood, Project Manager/ Architect at BRR Architecture, dated November 10, 2017.

BACKGROUND/HISTORY

In June 2016, the project applicant proposed the original Hyatt Place Project at the site of the existing River Lodge Motel at 1955 Theater Drive in the City of Paso Robles, approximately 300 feet east of the newly proposed Hyatt Place project site. The original project involved demolition of the existing River Lodge Motel and development of a 116-room Hyatt Place hotel with associated parking, landscaping, and amenities. The potential loss of this property, and the community input received by the City regarding its historic nature, led the City to commence preparation of an Environmental Impact Report (EIR) for the project. Through the Notice of Preparation (NOP) and Initial Study process, the City determined that the project may result in potentially significant impacts in the areas of Aesthetics, Air Quality, Biological Resources, Cultural Resources (particularly, Historic Resources), Greenhouse Gas Emissions, Noise, Transportation/Traffic, and Utilities/Services Systems and these issues were examined further in an EIR. Various technical analyses were prepared for the original project to support preparation of the EIR, including a Traffic Study prepared



by Associated Transportation Engineers (ATE) and a Water Supply Assessment prepared by Todd Engineers.

The Draft EIR was circulated for a 45-day public review period that began February 14, 2017 and was scheduled to conclude on April 1, 2017. The public review period was extended through April 11 to accommodate Pacific West Hotels and Resorts, Inc., who submitted an extensive comment letter and two technical reports regarding potential historic resources on the project site. The City received two comment letters during and two letters following the close of public review, all of which were responded to and included in the Final EIR. The hearings and approval of the Final EIR and project were postponed due a proposed land exchange between the City and project applicant, which would avoid the demolition of the River Lodge Motel. The applicant and the City are in the due diligence process for the property exchange. Processing this application is part of that process.

This proposal addresses a revised Hyatt Place Project, on a new site for the project, approximately 300 feet west of the original Hyatt Place project site. The revised Hyatt Place Project proposes essentially the same use and layout under the same City zoning and land use designation on a site in very close proximity to the original project location. As a result, much of the work performed for the technical reports and analyses from the Draft EIR for the original project is applicable to the revised Hyatt Place Project, addressed herein.

UNDERSTANDING OF THE PROJECT

Location and Setting

The 3.1 acre project site (Assessor's Parcel Number [APN] 009-831-029) is located southeast of the intersection of Theatre Drive and SR 46 West in the City of Paso Robles, California. The project site has a General Plan land use designation of Regional Commercial (RC) and is zoned Commercial-Highway with a Planned Development overlay (C2 PD). The site is bounded by SR 46 West on the north, Theatre Drive on the west and south, and the Hampton Inn and Suites (APN 009-831-022) and City (APN 009-831-030) properties on the east. The properties north and west of the site are primarily undeveloped, but are anticipated for future City annexation and development. The properties south and east of the site are developed with visitor serving hotel, retail, and restaurant uses.

The project site is currently undeveloped but has undergone grading and maintenance activities under ownership by the City of Paso Robles. City-maintained landscaping and sidewalks occur along the western and southern boundaries of the site along Theatre Drive.

Project Characteristics

The revised Hyatt Place Project is intended to provide visitor serving uses consistent with the City of Paso Robles General Plan. The project would result in a new four-story, 133-room, above grade hotel with surface parking and site amenities on a 3.1 acre property. The hotel would total 77,020 square feet (sf) and would be 52 feet-one inch tall at its highest point. Interior hotel spaces would include a lounge, limited food service, exercise room, meeting rooms, and guest rooms. Proposed exterior site improvements include a pool, spa, variation of seating types and areas, and rear patio. Two entryways along Theatre Drive, at the southern end of the site, would provide access to and from the site. Both entryways are planned to correspond with existing entryways and roadways across Theatre Drive. The



easternmost entry would be constructed outside of the property lines and would provide access to the eastern adjacent property. The project would include 148 parking spaces, six of which would be Americans with Disabilities Act (ADA) compliant accessible parking spaces. Pedestrian circulation would be provided throughout the site and would connect to the eastern adjacent property. The project would also include terraced landscaping on the northern end of the site, with an array of vegetation provided throughout the site.

The composition of the new structure would incorporate a variety of materials and design elements including: stone veneer; Exterior Insulation and Finish Systems (EIFS); a standing seam metal roof; and decorative features such as an intermediate cornice element, accent banding, window framing, decorative corbels underneath the roof line, metal awnings, metal balconies, ornamental fencing, and wood pergolas. The northern and southern ends of the hotel would incorporate a stacking effect to provide variation in the building shape and variation in the heights of the roof structure. With the use of specific materials, colors, and features, the building is intended to reflect the agrarian style architecture of the surrounding area.

Discretionary actions by the City necessary for the project include approval of a Planned Development permit, which may set forth specific conditions or exceptions to help ensure that the project is compatible with surrounding uses and implements City policies. As part of this approval, a height exception from the development standards for the C2 zoning, which includes a 50-foot height limit, would be necessary. A specific finding that hotel uses at this location would not be detrimental to the City's efforts to revitalize the historic downtown would also be necessary.

SCOPE OF WORK

TASK 1. PROJECT INITIATION AND DATA COLLECTION

As part of this task, Rincon will gather any additional materials available for the proposed project, including 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 assume that the City will confirm or update our Project Understanding, as presented above, and will determine the agencies involved and level of CEQA review prior to the start of work.

TASK 2. ADMINISTRATIVE DRAFT IS-MND

Using the City's preferred IS-MND format, Rincon will prepare the IS-MND for the project in accordance with Section 15063(d) of the CEQA Guidelines, which defines the required contents of an IS-MND. Preparation of the IS-MND will include the following tasks:

Project Summary

The IS-MND will provide basic information in the format of the current City Environmental Initial Study Checklist Form, prepared pursuant to the CEQA Appendix G Environmental Checklist form, and will summarize assessor parcel information, the land use designation and zoning, and related information for the project site and surrounding parcels. A



description of the project will be provided to identify the major components of the project, the major objectives of the project, and the required approvals to implement the project.

Environmental Impact Analysis

Each of the environmental issue areas included in the Environmental Initial Study Checklist Form will be addressed at a level of detail sufficient to allow the City to make determinations of significance (refer to the discussion of Technical Issues below).

Where appropriate, impacts will be quantified. If existing data does not allow definitive quantification, reasonable assumptions will be used to qualitatively forecast potential impacts. City-approved standard mitigation measures will be incorporated as necessary. Determinations will be made as to whether such measures are adequate to reduce impacts to less than significant levels.

Mitigation measures may include a broad range of programs and resource protection procedures as required by City processes and resource protection law. Mitigation measures will be presented in wording that can be directly incorporated into project design and applied as conditions of approval.

Technical Issues

Each of the issues included in the CEQA Environmental Checklist Form will be addressed and analyzed at a level of detail that leads to a definitive conclusion relative to significance.

The following paragraphs provide a summary of our approach to address all of the environmental issues in the City's Environmental Initial Study Checklist Form. Our approach is based generally on the results of the similar environmental review of recent projects in the City and area specific resource information in the City General Plan and other resources planning documents.

Aesthetics. According to the City's General Plan Conservation Element (City of Paso Robles, 2003, page CO-6), the major public view points within the vicinity of the project site include U.S. 101 and SR 46 West. The project site is also within the SR 46 West "Town and Country Gateway", identified in the Paso Robles Gateway Plan: Design Standards (City of Paso Robles, 2008, pages 6-22). The IS-MND will describe aesthetic characteristics of the project and surroundings, and evaluate effects on aesthetics and visual resources based on visibility and compliance with applicable City policies.

Agriculture and Forest Resources. The project site is not zoned for or in use for agricultural uses. The project would not alter the pattern of agricultural land uses or substantially diminish agricultural, forest, or timberland resources in the area. The IS-MND will summarize applicable information, and evaluate the project effect on, and compatibility with, nearby agricultural uses based on applicable City policies.

Air Quality. The air quality analyses will be prepared in accordance with the methodologies outlined in the San Luis Obispo County Air Pollution Control District CEQA Air Quality Handbook (SLOAPCD; 2012) and will include discussions of: (1) construction impacts; (2) long-term operational impacts; (3) impacts relating to elevated carbon monoxide (CO) concentrations; and (4) Clean Air Plan consistency. Construction-related air emissions will be compared to adopted significance thresholds. This evaluation will include an assessment



of dust impacts as well as emissions associated with heavy construction equipment. Potential long-term emissions would primarily be a result of increased traffic resulting from the project. Construction and operational emissions will be estimated using the California Emissions Estimator Model (CalEEMod) computer model. This work will be updated from the original project analysis to include the slight increase in number of rooms and other minor changes. The Air Quality section will also include a review of consistency with regional planning efforts and where necessary, will identify measures required to mitigate air quality impacts.

Biological Resources. The project site has undergone previous grading and maintenance activities. Additionally, a Natural Environment Study (Minimal Impacts) was prepared by Caltrans in December 2009 for the U.S. Highway 101/State Route 46 West Interchange Modification Project, which included the project site, and concluded that the site is not likely to support a diversity of special-status species, or special aquatic resources. Therefore, the area has not been identified as an area of substantial biological importance. Rincon staff will conduct a site reconnaissance to verify field conditions, but a protocol survey for the presence of special status species would not be performed as part of this work. The IS-MND will summarize applicable information, and evaluate the project effect on biological resources based on applicable federal, State, and local policies and procedures.

Cultural Resources. The entire project site has been previously graded. No City-designated or locally-important historic landmarks are present on the project site. As such, it is expected that potential impacts to cultural resources will be considered less than significant with the City's routine mitigation measures related to encountering previously unidentified cultural resources during project grading activities.

Geology and Soils. It is anticipated that the proposed project would be subject to soils and geological conditions typical of the regional as a whole. Rincon staff will evaluate and identify measures that need to be incorporated into the IS-MND to minimize any potential significant impacts related to geology and soils on and in the vicinity of the site.

Greenhouse Gas Emissions. Greenhouse gas (GHG) emissions have been recognized by the State of California as an issue of increasing importance within the context of CEQA analysis. The IS-MND will evaluate impacts related to global climate change, specifically as it relates to the project's potential generation of GHG emissions. Rincon staff will use the CalEEMod software and the methodology used by the California Climate Action Registry General Reporting Protocol to calculate project-generated GHG emissions based on the revised project details. Rincon staff will evaluate potential impacts of GHG emissions from the project using the approach and thresholds contained in the SLOAPCD Greenhouse Gas Thresholds and Supporting Evidence document (2012) with a qualitative discussion related to consistency of the project with regional planning efforts such as the City's Climate Action Plan (2013).

Hazards and Hazardous Materials. Rincon will conduct a hazardous materials records search to identify potential release cases on or adjacent to the project site. The hazardous materials records history of the site will be summarized in the IS-MND. No hazardous materials are expected to be used in the project, beyond conventional fuels and materials



used during construction. The IS-MND will also address any airport land use plan or flight path issues.

Hydrology and Water Quality. A concrete stormwater swale is located adjacent to the north end of the project site and a rip-rap stormwater swale runs along the western boundary of the project site along Theatre Drive. The IS-MND will review potential impacts related to hydrology and water quality and anticipated compliance with City requirements related to design and management of stormwater runoff facilities, and applicable water quality standards and waste discharge requirements.

Land Use and Planning. City policies from the General Plan, Purple Belt Action Plan, and Gateway Plan Design Standards, as well as the San Luis Obispo Local Agency Formation Commission (LAFCO) and County policies related to regional planning will be reviewed and incorporated into the IS-MND. The analysis of land use impacts will consider two separate issues: (1) compatibility of the proposed project with surrounding land uses; and (2) consistency with local land use policies and requirements.

Mineral Resources. The California Geological Survey map of the San Luis Obispo-Santa Barbara Production-Consumption Region will be reviewed to determine if important mineral deposits are located on or in the vicinity of the project site and have potential to be adversely impacted by the project. Based on previous review of this same information, it is expected that potential impacts will be considered less than significant.

Noise. The project site is located in a high noise level area, near U.S. 101 and adjacent to SR 46 West. Implementation of the project has a potential to add trip volumes to local roadways that would generate linear noise source conditions. In addition, grading and other construction activities would generate new short-term noise during the construction phase, which could affect nearby transient lodging uses and single family housing uses. Distances from the nearest points of construction to these uses would range from approximately 40 feet to over 300 feet, and the discussion will reflect the land uses and their location relative to the updated project proposal. The IS-MND will quantify short-term construction and long-term operational noise impacts related to the project. This section of the IS-MND will focus on the current and future estimates of traffic noise on future occupants of the proposed project site and surrounding noise-sensitive land uses, including other hotels in the vicinity and the single family residences to the east. Mitigation measures will be identified, if necessary, to reduce noise effects to levels consistent with City standards.

Population and Housing. The project site is currently vacant and the project would provide transient lodging facilities on the site. Therefore, the project is not expected to result in adverse impacts to population and housing in the area. Rincon will review the existing City land use designation and zoning on the site, related housing policies, and the pattern of existing development in the vicinity of the project site. The effect of the project on population and housing will be summarized based on applicable City policies as well as local forecasts and projections.

Public Services. The project includes development of transient lodging uses in an area that is planned for/already used for similar purposes. Public services and facilities in the City of Paso Robles and available to serve the project will be reviewed and summarized in the IS-MND, based on City plans and any other information provided by City departments.



Recreation. The project does not include any public recreational facilities. Recreational facilities in the City of Paso Robles and available to serve the project, as well as potential project impacts to such facilities will be reviewed and summarized in the IS-MND.

Transportation/Traffic. The project would introduce a 133-unit hotel that would bring temporary guests into the City of Paso Robles and create new traffic. As described in the Background/History above, a Traffic Study was recently prepared by ATE for the original Hyatt Place Project, which included essentially the same use and layout as the proposed project, on a site located within 300 feet of the revised Hyatt Place Project. The City will coordinate with ATE to modify the traffic study as necessary for the proposed project, under a separate scope of work. The report will include an evaluation of impacts resulting from the project at various intersections and review of specific traffic and circulation issues as identified by the City. The report will also include an assessment of cumulative traffic impacts caused by reasonably foreseeable development in the area, and a longer term evaluation. The results of the traffic study, including any necessary mitigation measures, will be summarized in the IS-MND. Additionally, transit, pedestrian, and bicycle facilities available to serve the project site will be reviewed and summarized in the IS-MND. Access, internal circulation, and parking for the project will be evaluated against relevant State and local requirements and safety standards and will be summarized in the IS-MND.

Tribal Cultural Resources. Effective in October 2016, this section has been added to the recommended initial study checklist in Appendix G of the CEQA Statute and Guidelines. We will include this section in the IS-MND, and incorporate a brief description of the City's tribal consultation efforts and results for this project, based on information provided by the City.

Utilities and Service Systems. The proposed hotel would be served by existing City water, sewer, and solid waste infrastructure and facilities. Where applicable, the Water Supply Assessment, prepared for the original Hyatt Place Project, will be used to support the analysis of the proposed project's effects on water supply. The water use, and wastewater and solid waste generation associated with the project will be quantified and compared to available capacity of the related City systems, based on current City plans and any information provided by other City departments.

TASK 3: PUBLICATION OF DRAFT IS-MND

After City review of an administrative draft of the IS-MND, Rincon will revise the document, as needed, to reflect any City comments. Rincon will respond to one round of City comments on the Administrative Draft IS-MND. This task also involves the production, editorial work and communication processes anticipated to publish the Draft IS-MND for public review and comment.

It is assumed that the City will prepare all required notices for the IS-MND, including the Notice of Intent to Adopt, and will mail the documents to the State Clearinghouse, relevant agencies, and interested citizens on a mailing list to be developed by the City. We assume the City will coordinate publishing the notice in a newspaper, and will be responsible for associated fees.

Deliverables: Rincon will provide 1 unbound original hard copy and 1 electronic copy of the Draft IS-MND in Adobe Acrobat (PDF) and Microsoft Word formats.



TASK 4: RESPONSE TO COMMENTS/ FINAL IS-MND

Though not specifically required as part of the IS-MND process, Rincon recommends preparation of written responses to all comments on the IS-MND received during the public review period. After receipt of all comments received by the City, Rincon will prepare written responses for inclusion into the record of decision. For purposes of this proposal, we have assumed that the response to comments and finalizing the IS-MND will require 16 hours of professional time. We reserve the right to reexamine and renegotiate this task once the public review period is closed and the time required for this task is known with greater certainty.

This scope of work assumes that upon adoption of the IS-MND, City staff will prepare and file a Notice of Determination (NOD) with the State Clearinghouse and the County Clerk's office. The City will be responsible for the filing fees, including the California Department of Fish and Wildlife fee.

Deliverables: Rincon will provide 1 electronic copy of the Responses to Comments for City review. After approval, Rincon will submit 1 unbound original hard copy and 1 electronic copy of the Final IS-MND in Adobe Acrobat (PDF) and Microsoft Word formats.

TASK 5: MITIGATION MONITORING AND REPORTING PLAN

Rincon will prepare a Mitigation Monitoring and Reporting Plan (MMRP) in accordance with State law and City standard format requirements.

Deliverables: Rincon will provide 1 electronic copy of the MMRP in Adobe Acrobat (PDF) and Microsoft Word formats.

TASK 6: PUBLIC HEARINGS

Rincon's Principal-in-Charge or Project Manager will attend one public hearing (assumed to be with the Planning Commission). Hearing attendance would include assistance with oral presentations to the hearing body and graphic presentations. The hearing will be scheduled and selected at the City's discretion.

TASK 7: PROJECT MANAGEMENT

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



SCHEDULE

Rincon will complete the environmental review process based on the following schedule:

- Kickoff Meeting - Rincon will arrange and manage a project kickoff meeting within five working days of receipt of notice to proceed.
- Project Description - Within two weeks of the project kickoff and receipt of all necessary project information to be provided by the City, Rincon will submit the draft project description for review and approval.
- Administrative Draft IS-MND - Rincon will submit the Administrative Draft IS-MND within four weeks of approval of the project description and receipt of the updated traffic study and water supply evaluation from the City.
- Draft IS-MND - Rincon will submit the Draft IS-MND within two weeks of receipt of comments on the Administrative Draft IS-MND.
- Response to Comments and Final IS-MND - Rincon will submit the Response to Comments with two weeks of receipt of all comments on the Draft IS-MND. Rincon will submit the Final IS-MND within one week of review and approval by the City of the Response to Comments.
- Assuming one week turnaround times for City review of each Rincon deliverable, and a 30-day public review period, the IS-MND process could be completed within five to six months.

COST

Rincon Consultants will prepare the Hyatt Place Project IS-MND for the City of Paso Robles, in accordance with our proposed scope of services, for an estimated fee of \$22,783. The attached table provides a breakdown of costs by major work item. Up to two working meetings (we would anticipate one meeting subsequent to the administrative draft IS-MND submittal, and another subsequent to the public review period) with City staff, and two public hearings, are included in this proposal.

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 appendix to this proposal.

This offer for professional services will remain in effect for a period of 60 days from the date of this proposal. During this period, questions regarding our proposed scope of services may be directed to Richard Daulton, Principal of Rincon Consultants, Inc.



Please do not hesitate to call if you have any questions regarding this proposal or any other matters related to this project.

Sincerely,

RINCON CONSULTANTS, INC.

Richard Daulton, MURP
Principal

John Larson
Project Manager

Attachments: Cost Spreadsheet
Fee Schedule



RINCON CONSULTANTS, INC.

Hyatt Place Project

Cost Estimate

Tasks	Rincon Labor Classification →			Principal I	Senior Professional II	Professional IV	Technical Editor	GIS/CADD Specialist I	Clerical/Administrative Assistant I
	Labor Cost	Direct Expense	Hours	\$215	\$165	\$135	\$105	\$100	\$75
Task 1: Project Initiation and Data Collection	\$1,135		7	2	1	4			
Task 2: Administrative Draft IS-MND	\$10,895		81	4	8	56	1	6	6
Task 3: Publication of Draft IS-MND	\$4,080		31	1	4	20	1	1	4
Task 4: Response to Comments/Final IS-MND	\$2,885		20	2	4	12		1	1
Task 5: Mitigation Monitoring and Reporting Plan	\$920		6	1	1	4			
Task 6: Public Hearings	\$1,200		8		4	4			
Task 7: Project Management	\$1,510		10	2	4	2			2
SUBTOTAL COST	\$ 22,625	\$ -	163	\$2,580	\$ 4,290	\$13,770	\$ 210	\$ 800	\$975

Direct Cost Summary

Vehicle Costs	\$ 78
Reproduction (1 copy w/CD Draft IS-MND, 1 copy w/CD Final IS-MND)	\$ 80
Miscellaneous Expenses	\$ -
Subtotal Additional Costs:	\$ 158

Summary

Professional Fees Subtotal	\$ 22,625
Direct Costs Subtotal	\$ 158
TOTAL PROJECT BUDGET	\$ 22,783



RINCON CONSULTANTS, INC.

Standard Fee Schedule for Environmental Sciences and Planning Services

The Rincon Consultants fee schedule illustrates how professionals and support time is charged to projects. Direct costs associated with project labor are billed to the project as described under Reimbursable Expenses.

Professional, Technical & Support Personnel*	Hourly Rate
Principal II	\$230
Principal I	\$215
Senior Supervisor II	\$195
Supervisor I	\$185
Senior Professional II	\$165
Senior Professional I	\$150
Professional IV	\$135
Professional III	\$120
Professional II	\$105
Professional I	\$95
Environmental Technician/Field Aide III	\$90
Environmental Technician/Field Aide II	\$85
Environmental Technician/Field Aide I	\$80
Senior GIS Specialist	\$130
GIS/CADD Specialist II	\$115
GIS/CADD Specialist I	\$100
Graphic Designer	\$95
Technical Editor	\$105
Production Specialist	\$80
Clerical/Administrative Assistant I	\$75

*Professional classification includes: environmental scientists, urban planners, biologists, geologists, marine scientists, cultural resources experts and other professionals. Expert witness services consisting of depositions or in-court testimony are charged at the hourly rate of \$310.

Photocopying and Printing

Photocopies will be charged at a rate of \$0.16/copy for single-sided copies and \$0.32 for double-sided copies. Colored copies will be charged at a rate of \$1.50/copy for single-sided and \$3.00/copy for color, double-sided or 11"x17" copies. Oversized maps or display graphics will be charged at a rate of \$8.00/square foot.

Reimbursable Expenses

Reimbursable Expenses are costs associated with completing a project that are 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, rental equipment and vehicles 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. Transportation fees; company-owned vehicles will be billed \$85/day for light-duty vehicles and trucks \$135/day for 4-WD/off road vehicles, plus \$0.65/mile for mileage over 50. Mileage rate of \$0.65/mile applies to all miles incurred in employee-owned vehicles.



RINCON CONSULTANTS, INC.

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
Petterson 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