



# City of Paso Robles City Council Agenda Report

From: Susan DeCarli, City Planner

Subject: Consultant Agreement Authorization for Preparation of a General Plan Noise Element Update and Noise Ordinance

Date: May 15, 2018

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## Facts

1. The City's General Plan Noise Element was last updated as part of a comprehensive General Plan Update of all elements in 2003.
2. The existing Noise Element includes identification of noise-sensitive receptors, quantification of existing and projected noise sources and levels throughout the City, as well as noise compatibility "best practices" for quantifying and protecting the community from excessive noise. It also includes noise contour mapping of noise from roads, the railroad, and the airport.
3. The existing Noise Element does not accurately reflect newer noise sources such as major public events or new concert venues, with varying types of noise not previously anticipated when the Noise Element was adopted.
4. The City does not currently have an adopted Noise Ordinance. There are a few nuisance-oriented regulations in the City's Municipal Code, however, there are no clear noise standards that can be easily understood and implemented, which impedes compliance, regulation and enforcement.
5. The City has experienced growth in highway noise, in addition to increased mixed-use conflicts in the downtown (where it might be suitable to have noise standards tailored to this area), as well as noise from concerts that have unique sound characteristics that are difficult to quantify and regulate.
6. The City has seen an increase in noise-related complaints in the last few years from residents. As noted, the City's Noise Element and Municipal Code do not reflect the new noise sources and circumstances, and it is therefore difficult to regulate and enforce compliance.
7. City staff solicited Request for Proposals (provided in Attachment 1, RFP) from five qualified, professional planning firms that specialize in preparing noise ordinances and General Plan Noise Element policy documents.
8. The City received proposals from the following consultant firms:
  - a. Rincon Consultants
  - b. LSA Associates
  - c. Bollard Acoustical Consultants
  - d. RGD Acoustics
9. The proposals were scored in accordance with firm expertise, experience, and approach to the project, and the top three firms were interviewed. Through this process, the top-rated firm selected by City staff is Bollard Acoustical Consultants.
10. Bollard Acoustical Consultants (BAC) has considerable experience (35+ years) and knowledge in preparing Noise Elements and noise regulations. They provided a common-sense approach to the project, including working with a stakeholder group including noise sources and receptors. The cost proposal of BAC was in the middle of the two other firms interviewed, for a proposal in an amount

of \$56,810. The proposal and scope of work are provided in Attachment 2, Draft Resolution, Exhibit A.

11. Preparation of the Noise Element Update and Noise Ordinance would be paid through the City's General Fund.

### **Options**

1. Take no action.
2. Approve use of Bollard Acoustical Consultants by approving their proposal and scope of work in the amount of \$56,810, and direct staff to enter into a contract with Bollard Acoustical Consultants to complete this project in accordance with the proposal submitted.
3. Amend the above-listed action.
4. Refer back to staff for additional analysis.

### **Analysis and Conclusions**

Complaints from noise sources has increased in the last few years, and the City's General Plan and regulations do not provide adequate means to characterize noise impacts or enforce noise regulations. It is anticipated that noise from concert venues and special events will continue to grow in the future. Noise regulations that are easy to understand and implement would aid the community and businesses in compliance with regulations and for the City in addressing noise-related issues in the future. It is timely to initiate this project as the City moves into the concert season and tourist traffic increases, to be able to measure peak summer noise levels and work with the community to prepare appropriate regulations.

Option 2 Would allow the City to move forward on addressing noise issues by hiring a qualified, experienced firm (Bollard Acoustical Consultants) to work with the City to complete this project.

Options 1, 3 and 4 These options may delay the preparation of the Noise Element update and noise ordinance, and potentially miss the opportunity to measure peak summer noise levels.

### **Fiscal Impact**

The contract would be funded from the General Fund reserves for \$56,810

### **Recommendation**

Approve attached Draft Resolution 18-xxx, authorizing the City Manager to execute a contract with Bollard Acoustical Consultants to prepare a General Plan Noise Element Update and Noise Ordinance, in the amount of \$56,810, in accordance with the proposal submitted.

### **Attachments**

1. Draft Resolution 18-xxx, Authorizing a contract with Bollard Acoustical Consultants.



**City of El Paso de Robles**

**Request for Proposals  
General Plan Noise Element Update 2018  
and New Noise Ordinance**

The City of El Paso de Robles (Paso Robles) is currently soliciting proposals for professional services for a General Plan Noise Element Update and preparation of a new Noise Ordinance.

If your firm is interested and qualified, please submit (3) three hard copies and (1) one electronic copy in PDF format of your proposal by 5:00 p.m. on Friday, January 12, 2018.

City of El Paso de Robles  
Susan DeCarli, City Planner  
1000 Spring Street  
Paso Robles, CA 93446

If you have any questions about the proposal process or content, please contact Susan DeCarli, City Planner at (805) 237-3970 or by email at [sdecarli@prcity.com](mailto:sdecarli@prcity.com).

## **Introduction**

The City of Paso Robles will be updating the citywide General Plan Noise Element, and preparing a new Noise Ordinance. The City is looking for a firm or team with appropriate technical expertise in the acoustical engineering field, experience in preparing local regulations, and skills working in the public participation process. Paso Robles has common and unique noise-related issues, that need to be addressed in City regulations. These include:

- state highways
- airport
- UPRR railroad
- two major outdoor concert venues (and increasing special events, including the California Midstate Fairgrounds)

## **Background**

The City of Paso Robles is located on the Central Coast, in San Luis Obispo County, mid-way between Southern California and the Bay Area. It has a population of approximately 30,000 people (with a build-out projection of 44,000 people). The City was incorporated in 1889, and is approximately 20 square miles in area. Paso Robles originated on the West side of the City, which is developed in a traditional grid pattern, has historic neighborhoods, and a quaint downtown. The East side of Paso Robles was generally developed over the last 25 years, and has a conventional development pattern. There are three bridges that span over Highway 101 and the Salinas River, connecting both sides of town. State Route 46 East (from the Central Valley) intersects Highway 101 at the north end of the City, and carries traffic east and west from the Central Valley to the San Luis Obispo coastal towns. State Route 46 West is on the south end of town and provides access to the North Coast beach areas of San Luis Obispo County.

The City last updated the Noise Element as part of a comprehensive General Plan Update in 2003. It incorporates typical noise quantification measurements and identifies criteria for determining acceptable and unacceptable levels of noise in the City, as well as identifying existing and projected noise levels at City build-out. See link below to the City's General Plan, Noise Element on the City website.

<http://www.prcity.com/government/departments/commdev/planning/general-plan-final.asp>

Since 2003, highway travel has increased and associated noise, in addition to increased mixed-use conflicts in downtown. In addition, new concert and other noise-generating venues have been established. The City does not have clear noise regulations, and the standards in the Noise Element do not account for noise and vibration generated from new music venues.

## **Scope of Work**

The project scope includes collecting new noise data, studying noise generating venues to identify appropriate criteria and standards, create thresholds of significance and determine how to best measure and regulate noise and vibrations that emanate from different types of noise sources.

### **Project Components:**

- Analysis of the existing Noise Element and noise-related regulations to identify the scope of existing plans and regulations, and identify gaps in what is not being accounted for and/or that could be evaluated more adequately.
- Develop proposed criteria for measuring existing and projected noise generation in the City, and for venues that generate intermittent and/or unique noise and music-related vibration, and noise from state highways, the airport, the UPRR railroad, and two major outdoor concert venues.
- Review and analyze noise data previously collected from local venues, and make recommendations on how to address findings.
- Develop a flexible noise compliance process to balance noise complaints with reasonable operational rules.

### **Public Participation:**

- Meet with City staff to review the project scope, schedule, and deliverables, and project status reviews. Plan for up to (3) three meetings in Paso Robles, in addition to phone calls and email communications, as needed to manage the project.
- Participate in a tour of the City and orientation with City staff, and visits to specific venues.
- Participate in and collaborate with City staff in conducting a public outreach program to obtain input from key stakeholders. This may include a stakeholders committee, ad hoc committee or other advisory group, up to (3) three meetings at the City.
- Attend up to (4) four public hearings, (2) two meetings on the Draft Noise Element, and (2) two meetings on the Draft Noise Ordinance, at Planning Commission and City Council.

## **Products**

- Prepare an Issues and Options Report, identifying issues related to noise in the City and options on to address them for consideration by the public participation committee.
- Prepare administrative and public review draft Noise Element and Noise Ordinance.
- Prepare Final Noise Element and Noise Ordinance.

(City staff will prepare and process all CEQA-related documentation for this project.)

## **Proposal Format**

A qualifying proposal must include the following information.

- Project Title
- Name and contact information of firm
- Firm Qualifications: firm specialization and qualifications; names and qualifications of personnel to be assigned to the project, specifying project manager; list of similar projects and contact information of projects; (3) client references from recent related projects including contact information and individual to contact for referral
- Understanding of and approach to the Project: summary of approach proposed; description of the firm staffing and their expertise to be used; information to be used/needed for the project
- Schedule for Completion: Timeframe proposed to complete the project (once a notice to proceed is issued), including turnaround time for product revisions
- Budget: Itemize products, meetings, staff hours and cost per staff hour for project work, and total proposed budget with incidental costs for mailing, reproduction, etc. included. Itemize a “not-to-exceed” amount for travel reimbursements including fuel, lodging and meals
- Fees and insurance: proposed not-to-exceed fees for all work under Project Scope, documentation that firm has required general liability insurance coverage in the amount of \$1,000,000 per occurrence; \$2,000,000 aggregate, and include an endorsement with the City of Paso Robles named an additional insured, and \$2,000,000 professional liability insurance

### **Contract Requirements**

The consultant selected shall execute a written contract with the City within (14) calendar days after notice of selection has been awarded. A sample contract agreement is available upon request.

### **Selection Process**

- Selection of the project consultant shall be based on demonstrated expertise and experience, project approach, record of satisfactory work performed on similar projects, completeness in proposal response, and proposed fees.
- The most qualified firms will be invited for an interview.
- The City reserves the right to reject any or all proposals, and to negotiate modifications to the acceptance of specific parts of a proposal.
- All proposals and support materials submitted to the City in response to this RFP shall become the property of the City.
- **Granting of this contract may require disclosure of personal financial interests under the Political Reform Act.**

### **Deadline for Response to RFP**

- All RFP responses must be received by the Community Development Department by **5:00 p.m. on Friday, January 12, 2018**. Responses received after the specified time and date will not be considered.
- Please label envelope/package: **Proposal for Noise Element & Noise Ordinance.**
- Hand delivery of proposals may be submitted to: City of Paso Robles, 1000 Spring Street, (2<sup>nd</sup> floor Library/City Hall), Paso Robles, CA 93446.
- **Proposals may not be emailed or faxed.**

### **Mailing address:**

City of El Paso de Robles  
Community Development Department  
Attn: Susan DeCarli, City Planner  
1000 Spring Street  
Paso Robles, CA 93446

# Attachment 2

## DRAFT RESOLUTION 18-xxx

### RESOLUTION OF THE CITY OF EL PASO DE ROBLES CITY COUNCIL AUTHORIZING EXECUTION OF A CONSULTANT AGREEMENT FOR PROFESSIONAL SERVICES TO BOLLARD ACOUSTICAL CONSULTANTS TO PREPARE A GENERAL PLAN NOISE ELEMENT UPDATE AND NOISE ORDINANCE AND TO APPROVE AN EXPENDITURE OF \$56,810 FOR CONSULTANT SERVICES

WHEREAS, the City's General Plan Noise Element was last updated as part of a comprehensive General Plan Update of all elements in 2003; and

WHEREAS, the existing Noise Element includes identification of noise-sensitive receptors, quantification of existing and projected noise sources and levels throughout the City, as well as noise compatibility "best practices" for quantifying and protecting the community from excessive noise. It also includes noise contour mapping of noise from roads, the railroad, and the airport; and

WHEREAS, the existing Noise Element does not accurately reflect newer noise sources such as major public events or new concert venues, with varying types of noise not previously anticipated when the Noise Element was adopted; and

WHEREAS, the City does not currently have an adopted Noise Ordinance. There are a few nuisance-oriented regulations in the City's Municipal Code, however, there are no clear noise standards that can be easily understood and implemented, which impedes compliance, regulation and enforcement; and

WHEREAS, the City has experienced growth in highway noise, in addition to increased mixed-use conflicts in the downtown (where it might be suitable to have noise standards tailored to this area), as well as noise from concerts that have unique sound characteristics that are difficult to quantify and regulate; and

WHEREAS, the City has seen an increase in noise-related complaints in the last few years from residents. As noted, the City's Noise Element and Municipal Code do not reflect the new noise sources and circumstances, and it is therefore difficult to regulate and enforce compliance; and

WHEREAS, City staff solicited Request for Proposals from five qualified, professional planning firms that specialize in preparing noise ordinances and General Plan Noise Element policy documents. The proposals were scored in accordance with firm expertise, experience, and approach to the project, and the top three firms were interviewed. Through this process, the top-rated firm selected by City staff is Bollard Acoustical Consultants; and

WHEREAS, Bollard Acoustical Consultants (BAC) has considerable experience (35+ years) and knowledge in preparing Noise Elements and noise regulations. They provided a common-sense approach to the project, including working with a stakeholder group including noise sources and receptors. The cost proposal of BAC was in the middle of the two other firms interviewed, for a proposal in an amount of \$56,810. The proposal and scope of work are provided in Exhibit A.

WHEREAS, preparation of the Noise Element Update and Noise Ordinance would be funded through the City's General Fund.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL PASO DE ROBLES DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. All of the above recitals are true and correct and incorporated herein by reference.

# Attachment 2

Section 2. The City Council authorizes the City Manager to execute a consultant agreement for the City to hire Bollard Acoustical Consultants to prepare a General Plan Noise Element Update and Noise Ordinance consistent with Exhibit A – Proposal for Services he in the amount of \$56,810.

Section 3. The City Council approves a Budget Adjustment Request of \$56,810 from General Fund Reserves to the Community Development Department professional services account.

PASSED AND ADOPTED THIS 15<sup>th</sup> day of May, 2018, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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STEVE MARTIN, MAYOR

ATTEST:

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KRISTEN L. BUXKEMPER, DEPUTY CITY CLERK

Exhibit A – General Plan Noise Element & Noise Ordinance Proposal – Bollard Acoustical Consultants

## Proposal

# City of El Paso de Robles General Plan Noise Element Update 2018 and New Noise Ordinance

*Prepared for:*



**City of El Paso de Robles (Paso Robles)**

Attn: Susan DeCarli, City Planner  
1000 Spring Street  
Paso Robles, CA 93446

*Prepared by:*

**Bollard Acoustical Consultants, Inc.**

3551 Bankhead Road  
Loomis, CA 95650

Paul Bollard, President  
Institute of Noise Control Engineers (INCE), Board Certified

January 10, 2018



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**1. Name and Contact Information of Firm**

Bollard Acoustical Consultants, Inc. (BAC)  
Paul Bollard, President & Project Manager  
3551 Bankhead Road, Loomis, CA 95650  
(916) 663-0500  
[PaulB@bacnoise.com](mailto:PaulB@bacnoise.com)

**2. Firm Qualifications (Personnel, Similar Projects, and References)**

***Qualifications Overview***

Bollard Acoustical Consultants, Inc. (BAC) was established in 2005 to provide advanced noise and vibration consulting services. Such services include the preparation of noise and vibration studies for traffic, aircraft, railroad, outdoor entertainment venues, and industry, as well as architectural acoustical analyses for churches, theaters, schools, and various performing-arts venues. We prepare analyses for residential developments of all sizes, ranging from individual lot splits to large master planned communities. We are proficient in both CEQA and NEPA compliance, and serve as sub-consultants to many planning firms in the preparation of EIR's and EIS's. BAC has also provided services to Cities and Counties in the form of General Plan Noise Element and Municipal Code Noise Ordinance updates, as well as providing staff training. We have served as on-call consultants for complaint investigation for various City and County agencies, and are proficient at providing clear and confident public testimony at community meetings, planning commission and board of supervisor's hearings.

BAC has a skilled staff of six with a combined 66 years of experience working in the field of acoustics and has prepared an average of 184 individual noise studies per year since 2005. We welcome the opportunity to expand on our qualifications in person.

***Personnel Assigned to Project***

BAC is especially qualified to provide the City of El Paso de Robles with these requested consulting services based on our staff's extensive noise-consulting experience.

The Principal Consultant and President of the firm is Mr. Paul Bollard, who would act as project manager. Mr. Bollard has a degree in Mechanical Engineering, 30 years' experience as an acoustical consultant in the California Region, is a Board Certified Member of the Institute of Noise Control Engineers (INCE), has guest-lectured in California State University Sacramento acoustics classes, and has been recognized as an expert in California courts of Law.

Mr. Bollard grew up in Bakersfield and is very familiar with Paso Robles location and surroundings. He is highly qualified to manage this project as he has managed in excess of two thousand acoustical studies covering a wide variety of environmental, municipal, entertainment, industrial, and architectural noise issues. He has developed and demonstrated particular expertise in providing public testimony and

noise control engineering using sophisticated data acquisition instrumentation and complex analytical modeling techniques.

Mr. Jon Lopez, Senior Consultant with 10 years' experience at BAC, will be responsible for data collection, noise modeling and complex graphics preparation. Mr. Lopez completed lower division engineering courses at Cal Poly San Luis Obispo prior to receiving a Mechanical Engineering degree from Sacramento State University, so he is also intimately familiar with the Paso Robles environs.

Christine DeWolf, BAC's office manager of 13 years, will assist with report preparation, project administration and project accounting. Christine is both highly personable and responsible for QA/QC of all BAC's work products.

BAC staff also includes another consultant level employee and two technicians. Photos of Paul, Jon, and Christine are provided below.

Paul Bollard



Jon Lopez



Christine DeWolf



### ***List of Similar Projects***

Bollard Acoustical Consultants has participated in several General Plan Noise Element and/or Noise Ordinance updates in recent years including the following jurisdictions:

**Project:** Placer County Winery Noise Ordinance EIR (In Progress)  
**Client:** Raney Planning & Management (Under contract to Placer County)  
**Contact:** Nick Pappani  
**Address:** 1501 Sports Drive, Suite A, Sacramento, CA 95834  
**Phone:** (916) 372-6100

**Project:** City of Folsom General Plan Noise Element Background Report Update and General Plan EIR Noise Section Preparation (In Progress)  
**Client:** Planning Partners (Under contract to the City of Folsom)  
**Contact:** Bob Klousner  
**Address:** 3110 Gold Canal Drive, Suite D, Rancho Cordova, CA 95670  
**Phone:** (916) 852-8830

**Project:** Butte County Noise Ordinance Update (2013)  
**Client:** Butte County  
**Contact:** Dan Breedon  
**Address:** 7 County Center Dr., Oroville, CA 95965  
**Phone:** (530) 538-7629

**Project:** Merced County Noise Element Update & EIR (2011)  
**Client:** Planning Partners  
**Contact:** Bob Klousner  
**Address:** 3110 Gold Canal Drive, Suite D, Rancho Cordova, CA 95670  
**Phone:** (916) 852-8830

**Project:** Kings County General Plan Noise Element Update (2007)  
**Client:** Kings County Planning Department  
**Contact:** Greg Gatzka  
**Address:** 1400 W. Lacey Blvd., Bldg. 6, Hanford, CA 93230  
**Phone:** (559) 582-3211 ext. 2682

**Project:** Sacramento County Noise Element Update (2006)  
**Client:** Sacramento County Planning  
**Contact:** Dave Defanti  
**Address:** 827 7<sup>th</sup> Street, Room 230, Sacramento, CA 95814  
**Phone:** (916) 874-6155

***Client References***

Mr. Dave Defanti  
Ms. Marianne Biner  
**Principal Environmental Analyst**  
**Sacramento County Department of Environmental Review and Assessment**  
827 7<sup>th</sup> **Street**, Room 220, Sacramento, CA. 95814  
(916) 874-6155 – Fax: (916) 874-8343  
[HackC@SacCounty.net](mailto:HackC@SacCounty.net)

- Prepared the Sacramento County Noise Element Update in 2006.
- Conducted a noise study for the Watt Ave/Hwy 50 Interchange project.
- Conducted a noise study for the Madison Avenue widening project.

Mr. Dan Breedon  
**Principal Planner**  
**Butte County Planning Department**  
7 County Center Dr., Oroville, CA. 95965  
(530) 538-7629 – Fax: (530) 538-7785  
[DBreedon@buttecounty.net](mailto:DBreedon@buttecounty.net)

- Prepared the Butte Co. Noise Element and Noise Ordinance Updates in 2013.

Mr. Greg Gatzka,  
**Community Development Director**  
**Kings County Planning Department**  
1400 W. Lacey Blvd., Bldg. 6, Hanford, CA. 93230  
(559) 582-3211 ext. 2682 – Fax: (559) 584-8989  
[Greg.Gatzka@co.kings.ca.us](mailto:Greg.Gatzka@co.kings.ca.us)

- Prepared the Kings County Noise Element Update in 2007.
- Conducted a noise study for the Jersey Avenue widening project.

Mr. Michael Johnson  
**Community Development Director**  
**Placer County Planning Department**  
3091 County Center Drive, Auburn, CA 95603  
(530) 745-3197 – Fax: (530) 745-3120  
[planning@placer.ca.gov](mailto:planning@placer.ca.gov)

- Provided staff training to Planning and Environmental Health Department Staff.

### 3. **BAC's Overall Approach to Achieving Successful Project Outcomes**

The following narrative outlines BAC's philosophy and approach to achieving successful outcomes to our client's noise consulting needs.

#### **Response Time Capabilities**

BAC's clients typically require rapid response times. Due to our efficiency and project management skills, we are adept at managing our workload to provide fast turn-around times. Our experience has been that even the best planned projects may undergo revisions or are met with unforeseen delays. As a result, our workload is fluid, but our commitment to our client's deadlines remains constant. Our talented and efficient staff is capable of fast-tracking projects when necessary while maintaining the flexibility to adapt to changing schedules and availability of information. BAC understands project timelines and scheduling challenges, and has been successful due to our ability to efficiently reallocate resources when necessary to complete projects within our client's schedules.

#### **Ongoing Communication**

Communication is vital for success, and begins at the outset of each project. BAC speaks the language of project management and will communicate effectively and efficiently with City staff to ensure that the project objectives are clearly understood prior to beginning any data collection or analysis. This communication will extend to other professionals involved in the project, including other stakeholders, transportation consultants, planners, and others whose participation is either required or desired to achieve the project objectives.

### **Early Identification of Data Needs**

Each noise analysis requires data, and BAC's experience is invaluable in the early identification of those data which will ultimately be required for each project. Examples of external data needs include base maps, traffic studies, aerial imagery, etc. Examples of internal data needs include ambient noise data which will need to be collected by BAC staff. BAC will work with the City to identify all data needs early in the process and maintain regular communication with those responsible for providing that data to ensure expedient completion of the project analyses.

### **Thorough, Competent and Defensible Analysis**

BAC utilizes state-of-the-art instrumentation, and advanced models to thoroughly analyze noise environments. All modeling utilizes calibrated measurement results to ensure the accuracy and defensibility of the analysis results.

### **Clear Presentation of Analysis Results**

The most advanced noise analysis is limited in usefulness if not clearly and effectively presented. BAC prepares clear and concise written reports containing a detailed description of the project, all data collected, analysis methodology and results.

In addition to providing written results, BAC routinely provides personal presentation of results in the public meeting or public-hearing forums. As a result, BAC staff has developed expertise in public speaking and effective communication of complex noise-related topics in the public setting.

### **Exemplary Customer Service**

From the beginning of each project to the end, BAC's clients can count on prompt, friendly, personal, and professional service. When you call, not only will we answer, your project manager will be intimately familiar with your project and typically able to provide you same day answers to your questions. In cases where additional research is needed to provide a reply, our clients can count on receiving it promptly. We appreciate the confidence our clients place in us, and in turn we provide the high level of customer support they deserve.

## **4. Proposed Scope of Work**

### **A. Project Kickoff and Status Review Meetings**

BAC will meet with City Staff to review the project scope, schedule, and deliverables. Subsequent meetings will be held to review project status, discuss issues and opportunities identified during the course of the project, and to ensure that the project objectives are on track. During these meetings, we will discuss areas uses within the City which have presented challenges with respect to noise (including complaints and new concert and other noise-generating entertainment venues), identify specific noise sources to be quantified through noise measurements, and to establish lines of communication for the efficient transfer of information between the City and BAC. We will also use this meeting to discuss the anticipated level of public participation in

the Noise Element Update and Noise Ordinance process, and how public comment/input will be incorporated. This Task includes BAC's attendance at up to 3 meetings.

### **B. Analysis of Existing Noise Element and Ordinance**

BAC will thoroughly review the City's existing Noise Element and Noise Ordinance to completely familiarize ourselves with noise conditions and policies in the City and to identify gaps in what is not being accounted for and /or that could be evaluated more adequately. Through conversations with City staff and stakeholders, we will also ascertain those components which are working properly and many not need revision.

### **C. Updated Community Noise Inventory**

As noted in the project RFP, the last Noise Element Update was undertaken in 2003. Since then, highway traffic has reportedly increased, as have mixed-use conflicts in the downtown area, and new concert and other noise-generating venues have been established.

BAC will conduct a thorough Community Noise Survey within the City to update the current Noise Element Background report. The survey will consist of continuous and short-term ambient noise monitoring at locations removed from major noise sources in the City to establish typical ambient conditions in residential, park, and school areas. The survey will also include noise monitoring of significant noise sources in the City, such as concert venues and special events/live music venues, California Midstate Fairgrounds activities, traffic, railroad, aircraft, and industrial/fixed noise sources.

These surveys will be an important component in the updating of Noise Element and developing Noise Ordinance standards, where appropriate, to maintain or improve the ambient noise environment within sensitive areas of the City and to develop strategies for controlling noise at the source for noise-generating uses. The results of the community noise surveys will be tabulated and plotted, with the Day/Night Average Level ( $L_{dn}$ ), average ( $L_{eq}$ ) and maximum ( $L_{max}$ ) values included in the tables and graphics.

BAC will analyze and quantify noise levels and the extent of noise exposure of the major noise sources in the City through actual measurement and/or the use of appropriate noise modeling. BAC owns and maintains a stable of state-of-the-art sound and vibration measurement instrumentation and utilizes industry standard noise prediction models. The following specific noise sources will be evaluated:

- 1. Traffic Noise:** Existing noise levels due to major roadways (state highways) will be evaluated. BAC will utilize the Federal Highway Administration Noise Prediction Model with existing and projected future traffic volumes provided by the City to predict distances to existing and future traffic noise contours. The contours will be plotted on appropriate basemaps provided by the City. The traffic noise evaluation will focus on Highways and major arterial/collector roadways within the City.

2. **Airport Operations:** BAC will incorporate the noise level contours prepared for the Paso Robles Municipal Airport to quantify aircraft noise exposure within the City of El Paso de Robles. This data will be supplemented with BAC observations of aircraft overflights and single-event monitoring conducted within residential areas to provide a baseline for evaluating potential sleep-disturbance issues.
3. **Union Pacific Railroad Operations:** BAC will quantify the noise generation of the UPRR (railroad) in El Paso de Robles. The number of daily/weekly rail operations will be identified and quantified through noise level measurements. The distances to railroad noise contours will be determined and plotted. The noise level measurements will be used for quantifying individual and overall train noise exposure.
4. **Stationary Noise Sources:** BAC will identify any industrial facilities and other representative fixed/stationary noise sources within the City. We will determine which facilities require noise measurements to quantify background noise levels associated with their operations. A discussion will be provided regarding these types of noise sources. Stationary noise sources to be evaluated would include, but not be limited to, such facilities and activities as commercial loading docks, entertainment venues, fairgrounds, auto repair facilities, City utilities, manufacturing facilities, and other sources which may be identified through discussions with the City staff and field observations.

#### **D. Noise Element Goals and Policies Update.**

BAC will work with the City, using information collected in Tasks A - C above, to update existing Noise Element goals and policies. The intent of these updates will be to minimize the exposure of city residents to existing and foreseeable excessive noise (and vibration were applicable), while protecting the economic base of the City by establishing reasonable standards for commercial enterprises. New policies specifically targeted at concert and other entertainment venues will be developed (BAC developed policies for entertainment venues as part of the City of Roseville Noise Ordinance Update).

#### **E. Preparation of Draft Noise Element Update and Noise Ordinance**

Upon completion of Tasks A-D above, BAC will prepare a Draft Noise Element update and Noise Ordinance for the City's review and comment. The draft Noise Element will contain a background section containing acoustical terminology, methodology, noise measurement and modeling results, an inventory of representative significant noise sources within the City, and options for noise mitigation measures. It will also contain a Goals and Policies section. All data and noise contour information will be provided electronically as well as included in the written report. The Noise Ordinance standards will be consistent with the proposed Noise Element standards, providing recommendations for exemptions, and language pertaining to Noise Ordinance enforcement.

**F. Preparation of Final Noise Element Update**

BAC proposes to provide up to three (3) revisions to the Draft Noise Element, as necessary to incorporate City comments, prior to completing the Final Noise Element Update.

**G. Public Participation**

BAC proposes to provide the following specific Scope of work for the "Public Participation" section of the RFP:

**1. Tour of City, Orientation and Visits to Specific Venues.**

BAC will meet with City Staff for a tour of the city, an orientation with City staff and visits to specific venues as requested by the City. This Task can be combined with the project kickoff meeting included in Task A.

**2. Public Outreach Program Participation.**

BAC will participate in up to 3 meetings with the City in order to collaborate with City staff in conducting a public outreach program to obtain input from key stakeholders.

**3. Attendance at Public Hearings.**

BAC will attend up to 4 public hearings, 2 meetings on the Draft Noise Element, and 2 meetings on the Draft Noise Ordinance, at Planning Commission and City Council.

**5. Schedule for Completion**

BAC will complete each of the tasks identified within the schedule to be determined by the City in consultation with BAC. BAC anticipates completion of the contract (project) within 6 months from the date the contract is awarded and executed. Depending on how extensive the comments on the draft documents are, our typical turnaround time for product revisions is 2-3 weeks.

**6. Budget**

BAC proposes to complete the above-described scope of work for a total fee estimated not to exceed \$56,810. The specific hours per task and cost per BAC staff member are provided in the table on page 11 of this proposal.

It should be noted that a considerable budget items associated with this project is meeting attendance, for this this proposal includes a total of 11. In the event that fewer meetings are required, BAC's costs would be reduced accordingly.

In the event that BAC is selected as the City's consultant for these services, we will be happy to work with the City to adjust the number of anticipated hours per task and corresponding costs per task as appropriate to meet the City's needs.

**7. Fees and Insurance**

There are no additional fees associated with this proposal beyond those identified in Item 6 above. Mileage costs and insurance coverage are included within BAC's normal overhead which is built into the hourly rates.

BAC maintains general and professional liability insurance policies with two million dollars coverage each and maintains automobile liability insurance coverage at one million dollars. Our certificate of insurance is embedded on Page 12 of this proposal.

City of Paso Robles GP Update and New Noise Ordinance Estimated Not to Exceed Labor Hours and Costs							
	Principal Consultant Paul Bollard	Senior Consultant Jon Lopez	Technician	Office Manager Christine DeWolf	Per Diem (lodging & meals)	Total Hours	Total Cost
	Task: Description	Specific Rates of Compensation by Position					
	\$175	\$150	\$85	\$60	\$200		
Task A: Kickoff & Status Review Meetings (3 meetings)	36	0	0	0	3	36	\$ 6,900
Task B: Analysis of Existing Noise Element & Ordinance	6	0	0	0	0	6	\$ 1,050
Task C: Community Noise Survey	32	32	40	8	7	112	\$ 15,680
Task D: Goals & Policy Update	10	2	4	4	0	20	\$ 2,630
Task E: Draft Noise Element & Ordinance Preparation	24	16	16	8	0	64	\$ 8,440
Task F: Final Noise Element & Ordinance Preparation	6	2	4	2	0	14	\$ 1,810
Task G: Public Participation (up to 8 meetings)	96	0	0	0	8	96	\$ 18,400
Overall Project Administration/Accounting/Scheduling	4	0	0	20	0	24	\$ 1,900
<b>Total Hours</b>	<b>214</b>	<b>52</b>	<b>64</b>	<b>42</b>	<b>18</b>	<b>372</b>	
<b>Estimated Total Not-to-Exceed Project Costs</b>	<b>\$37,450</b>	<b>\$7,800</b>	<b>\$5,440</b>	<b>\$2,520</b>	<b>\$3,600</b>	<b>Total:</b>	<b>\$ 56,810</b>

8. Insurance Certificate

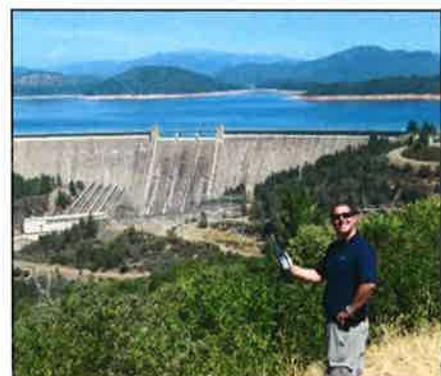
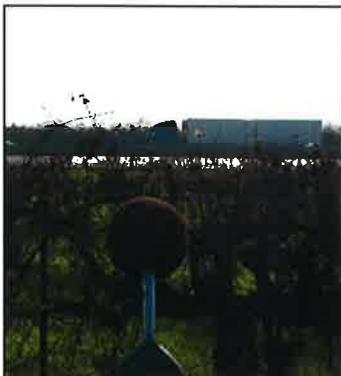
		<b>CERTIFICATE OF LIABILITY INSURANCE</b>		DATE (MM/DD/YYYY) <b>1/8/2018</b>																																												
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE(S) PRODUCER, AND THE CERTIFICATE HOLDER.																																																
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy (ies) must be endorsed. If an ENDORSEMENT IS WAIVED, subject to the terms and conditions of the policy, the policy may require an endorsement. A claimant on this certificate does not have the right to file a lawsuit against the certificate holder in lieu of such endorsement(s).																																																
<b>PRODUCER</b> ISU INS SERV - BC ENV BROKERAGE 1037 Suncoast Ln Ste 103 El Dorado Hills, CA 95762			<b>CONTRACT NAME</b> DINA ATHEY PHONE (LIC. No. Exp.) (916) 939-1080 FAX (LIC. No.) (916) 939-1085 EMAIL ADDRESS PHYSICAL ADDRESS																																													
<b>INSURED</b> BOLLARD ACOUSTICAL CONSULTANTS, INC. 3551 BANKHEAD ROAD LOOMIS, CA 95650			<b>INSURANCE</b> ADMIRAL INSURANCE COMPANY 24856 SENTINEL INSURANCE CO. LTD. 11000 INSURER INSURER INSURER INSURER																																													
<b>COVERAGES</b>		<b>CERTIFICATE NUMBER:</b>		<b>REVISION NUMBER:</b>																																												
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.																																																
<table border="1"> <tr> <th>PKT. NO.</th> <th>TYPE OF COVERAGE</th> <th>PKT. NO.</th> <th>PKT. NO.</th> <th>POLICY NO. (MM/DD/YYYY)</th> <th>POLICY EXP. (MM/DD/YYYY)</th> <th>LIMITS</th> </tr> <tr> <td>A</td> <td> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY  <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  <input checked="" type="checkbox"/> CONT. POLLUTION  <input checked="" type="checkbox"/> CONTRACT LIAB.                      GENERAL AGGREGATE LIMIT APPLIES PER POLICY  <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC                      OTHER:                 </td> <td></td> <td></td> <td>FEI-ECC-14482-04</td> <td>04/20/17 04/20/18</td> <td>                     EACH OCCURRENCE: \$ 2,000,000                      EXCESS TO RETRO: \$ 50,000                      MED EXP (AVERAGE AMOUNT): \$ 5,000                      PERSONAL AND ADJ INJURY: \$ 2,000,000                      GENERAL AGGREGATE: \$ 2,000,000                      PRODUCTS - COMPANIES: \$ 2,000,000                 </td> </tr> <tr> <td>B</td> <td>                     AUTOMOBILE LIABILITY  <input type="checkbox"/> ANY AUTO  <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS  <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS                 </td> <td></td> <td></td> <td>57UECID8955 SC</td> <td>03/08/17 03/08/18</td> <td>                     COMBINED SINGLE LIMIT (C.S.L.) (AVERAGE AMOUNT): \$ 1,000,000                      BODILY INJURY (PER PERSON): \$                      BODILY INJURY (PER ACCIDENT): \$                      PROPERTY DAMAGE (PER ACCIDENT): \$                 </td> </tr> <tr> <td></td> <td>                     UMBRELLA LIAB.                      EXCESS LIAB.                      OCCUR                      CLAIMS-MADE                 </td> <td></td> <td></td> <td></td> <td></td> <td>                     EACH OCCURRENCE: \$                      AGGREGATE: \$                 </td> </tr> <tr> <td>B</td> <td>                     EMPLOYERS' COMPENSATION AND EMPLOYERS' LIABILITY                      EMPLOYERS' LIABILITY                      EMPLOYERS' LIABILITY                      EMPLOYERS' LIABILITY                      EMPLOYERS' LIABILITY                 </td> <td></td> <td>N/A</td> <td>57 WEC 206311</td> <td>05/01/17 05/01/18</td> <td> <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER                      C.L. EACH OCCUR: \$ 1,000,000                      C.L. DISEASE - EA EMPLOYEE: \$ 1,000,000                      C.L. DISEASE - POLICY LIMIT: \$ 1,000,000                 </td> </tr> <tr> <td>A</td> <td>                     PROF. LIAB.                      CLAIMS MADE                 </td> <td></td> <td></td> <td>FEI-ECC-14482-04 RETRO: 04/20/05</td> <td>04/20/17 04/20/18</td> <td>                     \$2,000,000 OCCURRENCE                      \$2,000,000 AGGREGATE                 </td> </tr> </table>	PKT. NO.	TYPE OF COVERAGE	PKT. NO.	PKT. NO.	POLICY NO. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS	A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CONT. POLLUTION <input checked="" type="checkbox"/> CONTRACT LIAB. 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OCCUR CLAIMS-MADE					EACH OCCURRENCE: \$ AGGREGATE: \$	B	EMPLOYERS' COMPENSATION AND EMPLOYERS' LIABILITY EMPLOYERS' LIABILITY EMPLOYERS' LIABILITY EMPLOYERS' LIABILITY EMPLOYERS' LIABILITY		N/A	57 WEC 206311	05/01/17 05/01/18	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER C.L. EACH OCCUR: \$ 1,000,000 C.L. DISEASE - EA EMPLOYEE: \$ 1,000,000 C.L. DISEASE - POLICY LIMIT: \$ 1,000,000	A	PROF. LIAB. CLAIMS MADE			FEI-ECC-14482-04 RETRO: 04/20/05	04/20/17 04/20/18	\$2,000,000 OCCURRENCE \$2,000,000 AGGREGATE	DESCRIPTION OF OPERATIONS (LOCATION(S) / VEHICLES (ACORD 101) Additional Remarks Schedule may be attached if more space is required. <b>RE: All Operations</b> City of El Paso de Robles has been named as Additional Insured. (Blanket Endorsements Attached)					
PKT. NO.	TYPE OF COVERAGE	PKT. NO.	PKT. NO.	POLICY NO. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS																																										
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<b>CERTIFICATE HOLDER</b> City of El Paso de Robles Attn: Susan DeCarli, City Planner 1000 Spring Street Paso Robles, CA 93446			<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: 																																													

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ACORD 25 (2014/01)

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9. Representative BAC Project and Equipment Photographs



**10. Fee Schedule**

<b><u>Staff / Expense Item</u></b>	<b><u>Rate</u></b>
Principal Consultant (Bollard)	\$175 / hr.
Senior Consultant (Lopez)	\$150 / hr.
Consultant	\$125 / hr.
Principal Consultant Legal Work	\$300 / hr.
Technician	\$85 / hr.
Clerical Support Staff (DeWolf)	\$60 / hr.
Per Diem Charges (meals & lodging)	\$200 / day