



**NOTICE OF
ENGINEERING/ENVIRONMENTAL
COMMITTEE
MEETING
October 10, 2022**

NOTICE IS HEREBY GIVEN that the San Lorenzo Valley Water District has called a meeting of the Engineering/Environmental Committee to be held on **Monday, October 10, 2022, 10:00 a.m.**, via video/teleconference.

There will not be any physical location for this meeting. Pursuant to AB 361 and San Lorenzo Valley Water District Resolution No. 4 (21-22) this meeting will be conducted by video/teleconference. Any person in need of any reasonable modification or accommodation in order to participate in the meeting may contact the District Secretary's Office at (831) 430-4636 a minimum of 72 hours prior to the scheduled meeting. The meeting access information is as follows:

<https://meet.goto.com/311047461>

You can also dial in using your phone.

(For supported devices, tap a one-touch number below to join instantly.)

United States (Toll Free): 1 866 899 4679

- One-touch: <tel:+18668994679,,311047461#>

United States: +1 (571) 317-3116

- One-touch: <tel:+15713173116,,311047461#>

Access Code: 311-047-461

AGENDA

1. Convene Meeting/Roll Call

2. Oral Communications

This portion of the agenda is reserved for Oral Communications by the public for items which are not on the Agenda. Please understand that California law (The Brown Act) limits what the Board can do regarding issues raised during Oral Communication. No action or discussion may occur on issues outside of those already listed on today's agenda. Any person may address the Committee at this time, on any subject that lies within the jurisdiction of the District. Normally, presentations must not exceed five (5) minutes in length, and individuals may only speak once during Oral Communications.

Any Director may request that the matter be placed on a future agenda or staff may be directed to provide a brief response.

3. New Business:

Members of the public will be given the opportunity to address each scheduled item prior to Committee action. The Chairperson of the Committee may establish a time limit for members of the public to address the Committee on agenda items.

A. FELTON HEIGHTS TANK REPLACEMENT PROJECT

Review and discussion by the Committee regarding Environmental bids for the Felton Heights Tank Replacement project.

4. Unfinished Business: None

Members of the public will be given the opportunity to address each scheduled item prior to Committee action. The Chairperson of the Committee may establish a time limit for members of the public to address the Committee on agenda items.

5. Informational Material

Here is a link to previous Engineering/Environmental Committee meeting minutes:

[All Engineering/Environmental Committee Meeting Minutes | San Lorenzo Valley Water District \(slvwd.com\)](#)

6. Adjournment

Agenda documents, including materials related to an item on this agenda submitted to the Committee after distribution of the agenda packet, are available for public inspection and may be reviewed at the office of the District Secretary, 13060 Highway 9, Boulder Creek, CA 95006 during normal business hours. Such documents may also be available on the District website at www.slvwd.com subject to staff's ability to post the documents before the meeting.

Certification of Posting

I hereby certify that on October 4, 2022, I posted a copy of the foregoing agenda in the outside display case at the District Office, 13060 Highway 9, Boulder Creek, California, said time being at least 72 hours in advance of the meeting of the E & E Committee of the San Lorenzo Valley Water District in compliance with California Government Code Section 54956.

Executed at Boulder Creek, California, on October 4, 2022.

Holly B. Hossack, District Secretary

MEMO

TO: Engineering/Environmental Committee

FROM: Environmental Programs Manager

SUBJECT: Felton Heights Tank - Environmental Services Award of Contract

DATE: October 10, 2022

Recommendation

It is recommended that the Environmental Committee review this memo and accept the recommendation from staff to recommend the Board of Directors direct the District Manager to enter into a Denise Duffy & Associates (DDA) with a not to exceed amount of \$53,533 for the Felton Heights Tank Project - Environmental Services.

Background

In 2013, Felton Heights water system consolidated its operations and maintenance into SLVWD. As part of the consolidation, Felton Heights Mutual Water residents agreed to a property-related charge to assist with the replacement of the Felton Heights water storage tank. The current tank is undersized for adequate fire flows and nearing its life expectancy. The existing tank is 10,000 gallons, barely large enough to supply domestic water use and severely limiting fire flow. The new tank will meet California Fire Code and ensure fire flows for the Felton Heights neighborhood. SLVWD also plans to install a new hydrant at the end of Lost Acres Drive. This project has the support of the Felton Fire Protection District.

The SLVWD has selected a new tank site at the end of Lost Acres Drive. SLVWD has been in negotiations with the property owner. This tank site is larger than the existing site (located at the end of Valhalla Way) and will allow SLVWD to construct a 120,000 gallon bolted steel water tank.

The project includes acquisition of property or an easement across APN 064-201-37; construction of a single 120,000-gallon (effective storage) tank on the currently undeveloped site; construction of approximately 100-LF of 8-inch ductile iron main running from the upper end of the existing system to the new tank site. Parcel 064-210-37 is an approximately 64.5-acre parcel. The new tank site will be located at the intersection of Lost Acre Rd and the property line, and will encompass approximately 2,500-SF. The District is currently engaged in negotiation with the parcel owner to acquire this property or easement Tank site improvements will include clearing of the site, grading of a new tank pad, construction of permanent erosion control and storm water runoff control facilities, installation of a new bolted steel 120,000-gallon (effective storage tank), installation and connection of SCADA components, construction of required communications wiring, inlet piping, outlet piping, overflow control, one new steamer hydrant, access improvements, and fencing/gating of the site.

On September 1, 2022 the District released a Request for Proposals (RFP) (Exhibit A) seeking a qualified firm to complete environmental review and permitting, as well as coordinate with regulatory/resource agencies for the Felton Heights Tank replacement project. The RFP closed on September 28th and four proposals were received. The four firms included David J. Powers & Associates, Inc., Denise Duffy & Associates (DDA), SWCA Environmental Consultants (SWCA) and HELIX Environmental Planning Inc. (HELIX).

David J. Powers & Associates' proposal met all requirements set forth in the RFP and had a total budget of \$76,133 (Exhibit B). David J. Powers & Associates' is located in San Jose, California and has completed work with local water agencies. DDA's proposal (Exhibit C) also met all requirements, including optional tasks to create a wetland delineation report and agency coordination/permitting, and had a total budget of \$53,533 (with optional tasks bringing budget to \$66,339). DDA is a local firm and has previous experience with SLVWD. SWCA's proposal (Exhibit D) met all RFP requirements and had a total budget of \$51,861.25 with outlined assumptions that could lead to contract amendments. SWCA's headquarters are located in Arizona but the firm has a satellite office in Half Moon Bay. HELIX's proposal (Exhibit E) met all RFP requirements and had a total budget of \$59,500. HELIX headquarter is located in La Mesa, California and has completed fuel reduction work on SLVWD properties.

Staff recommends the Committee recommend Denise Duffy & Associates to the Board of Directors to complete the Felton Heights Tank Project Environmental Services. DDA is a local firm who has experience with SLVWD. DDA's budget is adequate to complete the outlined tasks (the tank site it is unlikely to need optional tasks) and the schedule is clear with an end date of September 2023.

Fiscal Impact:
\$53,533



REQUEST FOR PROPOSAL

TO PROVIDE:

**ENVIRONMENTAL CONSULTING SERVICES TO THE
SAN LORENZO VALLEY WATER DISTRICT**

PROJECT TITLE:

FELTON HEIGHTS TANK REPLACEMENT PROJECT

RESPONSE DUE BEFORE 3:00 P.M.

ON

September 28, 2022

**San Lorenzo Valley Water District
13060 Highway 9
Boulder Creek, CA 95006
(831) 338-2153**

I. INTRODUCTION

In 2013, Felton Heights water system consolidated its operations and maintenance into SLVWD. As part of the consolidation, Felton Heights Mutual Water residents agreed to a property-related charge to assist with the replacement of the Felton Heights water storage tank. The current tank is undersized for adequate fire flows and nearing its life expectancy. The SLVWD planned to move forward shortly after consolidation with Felton Heights however experienced project delays. The delays centered around tank sizing, location, property acquisition, and adequate SLVWD staffing during the COVID Pandemic.

The SLVWD has selected a new tank site at the end of Lost Acres Drive. SLVWD has been in negotiations with the property owner. This tank site is larger than the existing site (located at the end of Valhalla Way) and will allow SLVWD to construct a 120,000 gallon bolted steel water tank. The existing tank is 10,000 gallons, barely large enough to supply domestic water use and severely limiting fire flow. The new tank will meet California Fire Code and ensure fire flows for the Felton Heights neighborhood. SLVWD also plans to install a new hydrant at the end of Lost Acres Drive. This project has the support of the Felton Fire Protection District.

Further historical information can be found on the District's website here:

<https://www.slvwd.com/projects/pages/felton-heights-tank-replacement-project>

II. GENERAL INFORMATION

San Lorenzo Valley Water District is a water supplier established in 1941 and serves several communities within the 136 square-mile San Lorenzo River watershed. The District owns, operates, and maintains two permitted water systems. Each service area provides supplies from separate water sources. The North/South Service Area includes the unincorporated communities of Boulder Creek, Brookdale, Ben Lomond, Manana Woods, Scotts Valley and Lompico. The Felton Service Area was acquired by the District from California American Water in September 2008 and includes the town of Felton and adjacent unincorporated areas.

The District's legal boundaries encompass approximately 62 square miles. Land uses include timber, State and regional parks, water supply watersheds, rural residential, low-density urban residential, commercial, quarries, agriculture, and other open space. Within these boundaries, the District's two service areas have a combined area of approximately 29 square miles, made up of the North Service Area (26.7 square miles) and the Felton Service Area (2.2 square miles).

The District relies on both surface water and groundwater resources, including nine currently active stream diversions, one groundwater spring, and eight active groundwater wells. These sources are derived solely from rainfall within the San Lorenzo River watershed.

The scale and complexity of SLVWD's water distribution system reflect the San Lorenzo Valley's rugged topography, dispersed pattern of development, and widely distributed raw water sources. The District's three systems have limited above-ground storage capacity equal to a few days' average use and rely on groundwater for seasonal and year-to-year storage. The District produces and treats water based on relatively immediate water demand.

III. PROJECT SCOPE OF SERVICES

Project Description

The project includes acquisition of property or an easement across APN 064-201-37; construction of a single 120,000-gallon (effective storage) tank on the currently undeveloped site; construction of approximately 100-LF of 8-inch ductile iron main running from the upper end of the existing system to the new tank site.

Parcel 064-210-37 is an approximately 64.5-acre parcel, zoned TP. The new tank site will be located at the intersection of Lost Acre Rd and the property line, and will encompass approximately 2,500-SF. The District is currently engaged in negotiation with the parcel owner to acquire this property or easement

Tank site improvements will include clearing of the site, grading of a new tank pad, construction of permanent erosion control and storm water runoff control facilities, installation of a new bolted steel 120,000-gallon (effective storage tank), installation and connection of SCADA components, construction of required communications wiring, inlet piping, outlet piping, overflow control, one new steamer hydrant, access improvements, and fencing/gating of the site.

A. Preliminary Feasibility, Coordination with Resource Agencies, & Environmental Review/Permitting

1. Review final design and determine permitting needs and level of CEQA analysis.
2. The consultant shall review the available documents and studies that cover the project area (including design and/or other documents). The Consultant shall identify additional studies, consultations and field work necessary to prepare the Initial Study.
3. Conduct biological resource surveys as needed
4. Identify jurisdiction of the US Army Corps of Engineers, California Department of Fish and Wildlife, and the Regional Water Quality Control Board, and other relevant agencies.
5. Coordinate and consult with the appropriate regulatory agencies.
6. Conduct cultural resources surveys as needed.

IV. PROJECT MANAGEMENT AND INFORMATION COLLECTION

1. Consultant shall provide internal project management. Consultant shall assume at least one meeting with District Staff each month during the design portion of the project and additional meetings to review project status at key milestones. Meetings will be held at the District's main office, or virtually.

V. PROPOSAL REQUIREMENTS

The Proposal shall not exceed 20, 8.5" x 11" single-sided pages excluding resumes, cover letter, dividers, front and back covers. 11" x 17" pages are allowed and will count as two

pages. The Proposal must use a font size of 11 or larger and be bound into a single document with the exception of the separately bound fee table. The Responses to this RFP shall be in the following order and shall include:

1. Cover Letter (2 page maximum):

Include a dated cover letter indicating the firms understanding of and interest in the project and summarizing the key components addressed within the Proposal. This document shall be legally binding by a person authorized to represent the firm. Please include name, address, telephone number, email and title for each of these persons.
2. Project Description and Approach (8 page maximum)
 - i. Explain the objective of the project, as you understand them, and how you propose to accomplish the recognized goals.
 - ii. Describe, in the important aspects of the approach that your firm will take for the services and deliverables to be provided.
3. Identification of Prime Consultant (1 page maximum)
 - i. Legal name and address of the company.
 - ii. Legal form of company (partnership, corporation).
 - iii. If company is wholly owned subsidiary of a "parent company," identify the "parent company."
 - iv. Name, title, address and telephone number of person to contact concerning the Response Submittal.
 - v. Project team and the discipline/job title of each team member.
 - vi. Provide a general description of your firm's background and project qualifications, including years of business, any past bankruptcy filings, and identify any contract or subcontract by the firm which has been terminated, in default, or had claims made against it that resulted in litigation or arbitration in the last five years.
4. Identification of Sub Consultants, if any (1 page per sub-consultant maximum)
 - i. Legal name and address of the company.
 - ii. Name, title, address and telephone number of prime contact.
 - iii. Number of staff and the discipline/job title of each.
 - iv. Provide a general description of subcontractor's background and project qualifications, including years of business, any past bankruptcy filings, and identify any contract or subcontract by the firm which has been terminated, in default, or had claims made against it that resulted in litigation or arbitration in the last five years.
5. Project Organization and Experience of the Project Team (3 page maximum, not including resumes)
 - i. Describe proposed project organization, including identification and responsibilities

- of key personnel, including sub-consultants. Include only one-page resumes.
- ii. Describe the experience of the Project Manager and the experience that the proposed personnel have working on past projects as a team.
 - iii. Describe project management approach to the work effort, locations where work will be done, responsibilities for coordination with the District, lines of communication necessary to maintain design on schedule.
 - iv. Describe the firm's capacity to perform the work within the time limitations, considering the firm's current and planned workload and the firm's current and planned work force.
 - v. Include a statement on what makes your firm uniquely qualified.
6. Experience and Past Performance, Including Cost and Schedule Control (4 page max / 3 projects max)
- i. Include a summary of the past experience and performance on similar projects. Include the following information:
 1. Owner, contact name and phone number
 2. Project size and description
 3. Project budget and total dollar value of completed project
 4. Budgeted project schedule and total time to completion
 5. Estimated construction costs and actual construction costs
 - ii. Describe the firm's past experience and performance on similar projects. Include the information listed above.

Exceptions to this RFP

The Consultant shall certify that it has fully read the RFP and if the Consultant does take exception(s) to any portion of the RFP, the specific portion of the RFP to which exception is taken shall be identified and explained.

7. Contractual Scope of Services

- i. The Consultant shall provide a detailed scope of services to be provided. This should be responsive to the requested scope of services with additional detail as necessary.
- ii. Prepare a detailed schedule showing all facets of work that will meet the District's objectives and goals in a timely manner.
- iii. Both the Scope and Schedule are anticipated to become attachments to the Contract between the Consultant and the District.

8. Insurance

- i. Without limiting Contractor's indemnification of District, and prior to commencing any Services required under this Agreement, Consultant shall purchase and maintain in full force and effect, at its sole cost and expense, the following insurance policies with at least the indicated coverages, provisions and endorsements:
- ii. Commercial General Liability Policy (bodily injury and property damage): Policy limits are subject to review, but shall in no event be less than, the following:

1. \$1,000,000 Each Occurrence
2. \$1,000,000 General Aggregate
3. \$1,000,000 Products/Completed Operations Aggregate
4. \$1,000,000 Personal Injury
5. Workers' Compensation Insurance Policy as required by statute and employer's liability with limits of at least one million dollars (\$1,000,000) policy limit Bodily Injury by disease, one million dollars (\$1,000,000) each accident/Bodily Injury and one million dollars (\$1,000,000) each employee Bodily Injury by disease.
6. Comprehensive Business Automobile Liability Insurance Policy with policy limits at minimum limit of not less than one million dollars (\$1,000,000) each accident using. Liability coverage shall apply to all owned, non-owned and hired autos.
7. Professional Liability or Errors and Omissions Insurance as appropriate shall be written on a policy form coverage specifically designed to protect against acts, errors or omissions of Consultant. Coverage shall be in an amount of not less than one million dollars (\$1,000,000) per claim/aggregate.

- iii. Prior to commencement of any services under this Agreement, Consultant, shall, at its

sole cost and expense, purchase and maintain not less than the minimum insurance coverage with endorsements and deductibles indicated in this Agreement.

- iv. The Consultant and its subconsultants are required to name the State, its officers, agents and employees as additional insured on their liability insurance for activities undertaken pursuant to this Agreement.
- v. Consultant shall file with District all certificates for required insurance policies for District's approval as to adequacy of insurance protection. The District will require a professional liability insurance verification for coverage of not less than \$1,000,000.00.

9. Total Professional Fee and Fee Schedules

- i. Proposed fee shall be organized with appropriate breakdown into subtasks.
- ii. Proposed fee shall include an estimated timeline (Gantt Chart Format) for completion of each task and subtask.
- iii. Proposed fee shall include the hourly rates of all staff that will charge directly to the project for project duration.

VI. CONSULTANT SELECTION

The District will review and evaluate each submittal to determine if it meets the requirements for the service described herein. Failure to meet the requirements of this RFP will be cause for eliminating the applicant from further consideration. Based on the District's evaluation, the firms that meet the requirements of this RFP will be ranked. The following weighted criteria will be used to evaluate the Proposals provided in response to this request:

- a. 30% Understanding and approach to the work to be done
- b. 20% Experience of firm with similar types of work
- c. 30% Proposed Schedule
- d. 10% Overall clarity and presentation of Proposal
- e. 10% Firm's Local Experience

VII. SELECTION PROCESS

It is anticipated that a contract/contracts will be awarded with the highest-ranking firm being selected. However, the District reserves the right to consider other factors such as overall cost and may award contracts to any qualified applicant, regardless of the assigned rank. The District will enter into negotiations with the selected firm. If the District is not able to negotiate an agreement that is fair and reasonable in the District's sole discretion, it reserves the right to select an alternate firm. At this time, the District contemplates the use of a Time and Materials with a Not-to-Exceed Total type contract for the services requested. Negotiations will cover: scope of work, contract terms and conditions, office arrangements, attendance requirements and the proposed fee schedule.

VIII. SELECTION SCHEDULE

The District anticipates that the process for selection of firms and awarding of contracts will be according to the following tentative schedule:

| | |
|------------------------------------|---------------------------|
| Proposal Due Date | September 28, 2022 |
| Board of Directors Approval | October 6, 2022 |

IX. SPECIAL CONDITIONS / ATTACHMENTS

The following documents are intended to provide additional background and are available on the District website:

1. Attachment A: Exhibit 1, Consolidation of Forest Springs and Bracken Brae Mutuals into the San Lorenzo Valley Water District

X. DISTRICT CONTACT

Questions regarding this RFP should be submitted to the District’s Environmental Programs Manager, Carly Blanchard, via email at cblanchard@slvwd.com by **5pm on September 19, 2022**.

XI. SUBMITTAL REQUIREMENTS

1. One (1) electronic copy (.pdf) of the executed original shall be submitted. Emailed proposals are preferred; CD, DVD, and/or USB Drive (“thumb drive”) submittals are also acceptable. The proposal shall be signed by an individual, partner, officer or officers authorized to execute legal documents on behalf of the Firm.
2. Proposals must be received no later than **3:00 p.m. local time, on or before September 28, 2022 via email to cblanchard@SLVWD.com** or at the office of:

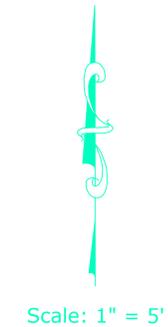
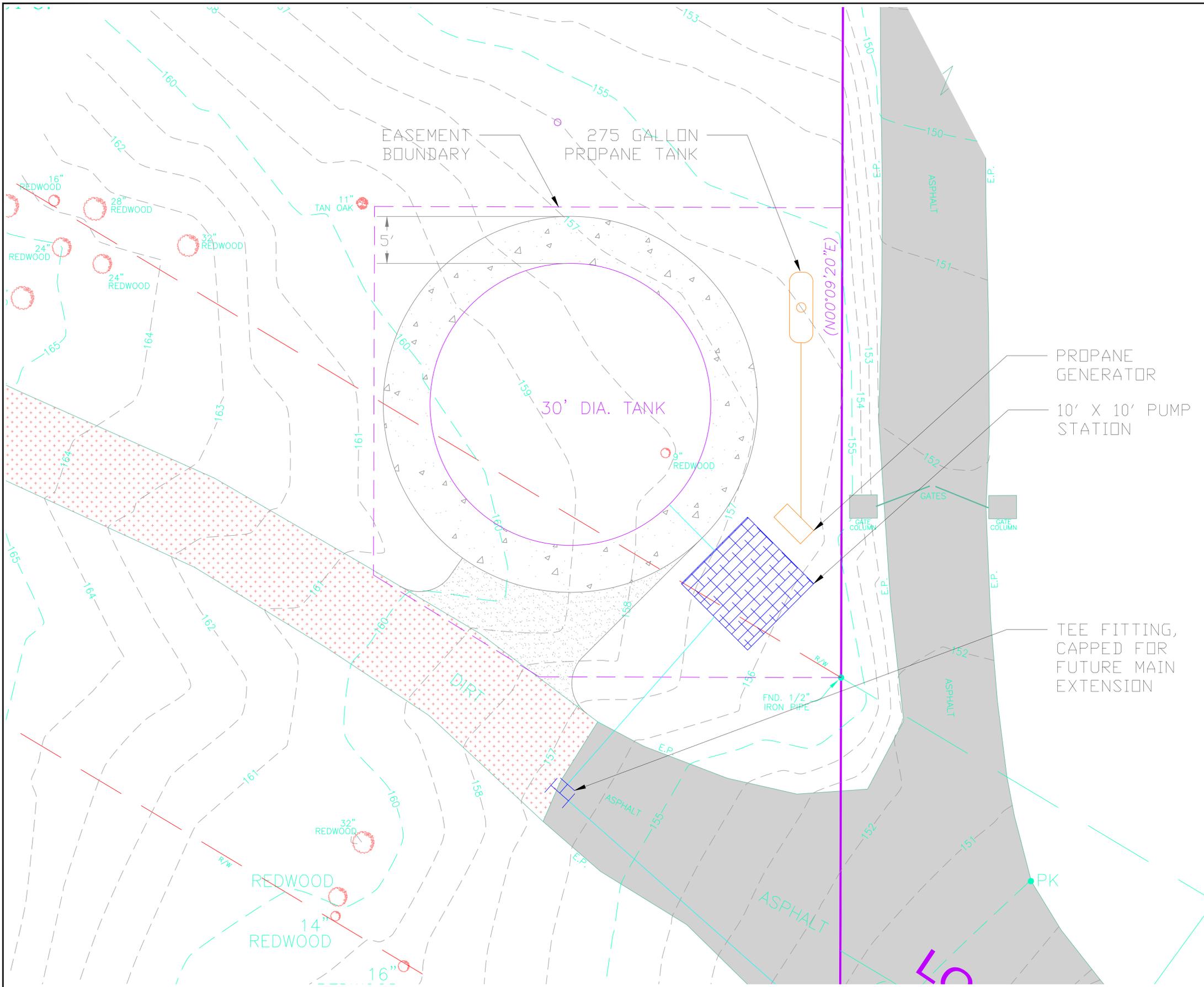
**San Lorenzo Valley Water District
13060 Highway 9
Boulder Creek, CA 95006**

Attn: Environmental; Programs Manager (Felton Heights Tank Replacement Project)

Failure to comply with the requirements of this RFP may result in disqualification.

Attachment A

Exhibit 1, Preliminary Site Layout (*note this is conceptual)



- LEGEND:**
- (Sxx'xx'W) = RECORD DATA
 - = PROPERTY LINES
 - = ADJOINING PROPERTY LINES
 - EP = EDGE OF PAVEMENT
 - R/W = RIGHT OF WAY

Site Map
San Lorenzo Valley Water District
Proposed Felton Heights Tank Site
Felton, California

A.P.N. 064-201-37

NOTE:
 THIS IS NOT A BOUNDARY SURVEY. THE PROPERTY LINES SHOWN ARE DRAWN FROM RECORD DATA AND MAY BE FOUND TO BE DIFFERENT PENDING THE RESULTS OF A FULL BOUNDARY SURVEY.

Statement of Qualifications and Proposal

Felton Heights Tank Replacement Project

Submitted to
San Lorenzo Valley Water District



Submitted by
David J. Powers & Associates, Inc.



September 2022



David J. Powers & Associates, Inc.

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September 28, 2022

Attn: Environmental; Programs Manager
San Lorenzo Valley Water District
13060 Highway 9
Boulder Creek, CA 95006

Sent via email to: cblanchard@slvwd.com

Re: Proposal for the Felton Heights Tank Replacement Project

Dear Carly Blanchard,

David J. Powers & Associates, Inc. (DJP&A) has worked on numerous water tank projects over the years and is enthusiastic about the opportunity to provide environmental consulting services for the San Lorenzo Valley Water District. We believe our excellent service and qualifications, as detailed in the following sections of this proposal, exemplify our ability to meet the needs of the San Lorenzo Valley Water District for this project.

This scope is based on a review of the information provided by the San Lorenzo Valley Water District, as well as DJP&A's experience with projects of similar size and characteristics. We understand the project proposes the replacement of the existing 10,000-gallon Felton Heights water storage tank (located at the end of Valhalla Way) with a 120,000-gallon water storage tank on a new site (located at the end of Lost Acres Drive) in order to meet California Fire Code. Tank site improvements will include clearing of the site, grading of a new tank pad, construction of permanent erosion control and storm water runoff control facilities, installation of a new bolted steel 120,000-gallon (effective storage tank), installation and connection of SCADA components, construction of required communications wiring, inlet piping, outlet piping, overflow control, one new steamer hydrant, access improvements, fencing/gating of the site, and construction of approximately 100-LF of eight-inch ductile iron main running from the upper end of the existing system to the new tank site. We propose the preparation of an Initial Study/Mitigated Negative Declaration for this project, but are eager to explore the project in detail with the District to possibly find it exempt.

For 50 years, DJP&A has provided professional consulting services to public agencies in all areas of environmental planning. DJP&A specializes in preparing environmental review documents meeting the requirements of the CEQA. We are known for preparing clear, easy to understand documents that are legally defensible and useful to both the Lead Agency and the public. We honor a basic

philosophy of providing our clients with objective and thorough research, accurate identification of project impacts, and a carefully written analysis of those impacts with appropriate mitigation. DJP&A has a proven track record of delivering projects in a timely and cost-effective manner. At DJP&A, there is a dedicated Project Manager for each project who serves as the single point-of-contact from project inception to approval of the environmental documents. As our proposal will show, DJP&A's work exemplifies our core values:

- Uncompromising Quality
- Superior Client Service and Project Management
- Clear, Concise Environmental Review Documents
- Experience and Relationships with Local Jurisdictions and Staff

Please feel free to contact me if you have any questions regarding the attached materials. Thank you for your consideration of our scope of work. Please note this proposal is valid for 90 days. We are excited for the opportunity to work with the San Lorenzo Valley Water District.

Sincerely,



Akoni Danielsen, President
1871 The Alameda, Suite 200
San Jose, CA 95126
(408) 454-3406
adanielsen@davidjpowers.com



David J. Powers & Associates, Inc.

Project Description and Approach

Project Understanding

DJP&A reviewed the Request for Proposal and Preliminary Site Layout and completed a site visit on September 15th to gain a thorough understanding of the project and its surrounding area.

The project consists of the replacement of the existing 10,000-gallon Felton Heights water storage tank (located at the end of Valhalla Way) with a 120,000-gallon water storage tank on a new, currently undeveloped 2,500-square-foot site (located at the end of Lost Acres Drive). The current tank is undersized for adequate fire flows; therefore, the main project objective is to replace the existing tank with a tank that meets the California Fire Code and ensures fire flows for the Felton Heights neighborhood. The new tank will meet the California Fire Code. The project will include installation of a new hydrant at the end of Lost Acres Drive and construction of an approximately 100-LF of 8-inch ductile iron main running from the upper end of the existing system to the new tank site. SLVWD is currently engaged in negotiations with the parcel owner to acquire this property or easement.

Specifically, tank site improvements will include the following:

- Clearing of the site
- Grading of a new tank pad
- Construction of permanent erosion control and storm water runoff control facilities
- Installation of a new bolted steel 120,000-gallon (effective storage tank)
- Installation and connection of SCADA components
- Construction of required communications wiring, inlet piping, outlet piping, overflow control, one new steamer hydrant, access improvements, and fencing/gating of the site.

Approach

DJP&A will prepare an Initial Study and associated environmental review documentation for the Felton Heights Tank Replacement project, consistent with the requirements of the California Environmental Quality Act (CEQA) and the San Lorenzo Valley Water District. Our scope includes the following tasks:

- Project initiation and attendance of kick-off meeting¹
- Preparation of project description²

¹ The kick-off meeting will include DJP&A, SLVWD staff, and the project team and will be used to confirm the project description and schedule.

² This scope assumes one round of review of the project description by SLVWD staff.

- Preparation of Initial Study³
- Preparation of Notice of Intent (NOI), Mitigated Negative Declaration (MND), Notice of Completion (NOC), and OPR Summary Form⁴
- Preparation of Mitigation Monitoring and Reporting Program (MMRP)⁵
- Preparation of responses to public comments⁶
- Attendance at meetings and hearings⁷
- Preparation of Notice of Determination⁸
- Project management and contract administration

The Initial Study will include a project description, discussion of consistency with applicable plans and policies, and a section that includes a description of existing conditions on the site, the CEQA environmental checklist, and an explanation of project effects and mitigations.

Based upon our current understanding of the project, we anticipate technical studies will be required for the following key environmental resource areas⁹:

- Biological Resources (Live Oak Associates, Inc.)
- Cultural Resources (Archaeological/Historical Consultants)

As an optional task, DJP&A can complete the following task at the request of SLVWD.

- Aesthetics (Photo Simulations completed by Digital Imaging Studio)

A detailed scope of services is provided on page 14.

³ An electronic copy of the administrative draft Initial Study (ADIS) will be provided to the SLVWD for review and comment. This scope includes two rounds of review by the SLVWD of the ADIS. Upon finalization of the ADIS, DJP&A will provide an electronic copy for public distribution and posting on the District's website.

⁴ This scope assumes one round of review of the draft notices. The notices would be provided to the SLVWD in electronic format. At the request of SLVWD, DJP&A will file the notices at the State Clearinghouse and County Clerk Recorder and pay associated fees.

⁵ This scope assumes one round of review of the draft MMRP by the SLVWD. The draft MMRP will be provided to the District in electronic format.

⁶ This scope assumes 20 hours of DJP&A staff time to respond to public comments received on the Initial Study and includes one round of review by the District. If additional time is required to respond to comments, an amendment to this scope of work may be required.

⁷ This scope assumes DJP&A attendance at up to eight project meetings and two project hearings. This scope does not include DJP&A subconsultant attendance at meetings or hearings. DJP&A or DJP&A subconsultants can attend additional meetings and/or hearings on a time and materials basis upon authorization by SLVWD.

⁸ This scope assumes one round of review of the draft notice. The notice would be provided to the District in electronic format. At the request of SLVWD, DJP&A will file the notice at the State Clearinghouse and County Clerk Recorder and pay associated fees.

⁹ Full subconsultant scopes of work are available upon request.



David J. Powers & Associates, Inc.

Identification of Prime Consultant

David J. Powers & Associates, Inc. is a California corporation. For 50 years, DJP&A has provided professional consulting services to public agencies in all areas of environmental planning, preparing environmental review documents meeting the requirements of the CEQA and NEPA. We are known for preparing clear, easy to understand documents that are legally defensible and useful to both the Lead Agency and the public. DJP&A has not had any bankruptcy filings, contracts terminated, or claims made against the company that resulted in litigation or arbitration in the last five years.

Proposal Contact:

Akoni Danielsen
President
1871 The Alameda, Suite 200
San Jose, CA 95126
(408) 454-3406

Legal Name and Address:

David J. Powers & Associates, Inc.
1871 The Alameda, Suite 200
San Jose, CA 95126

Project Team:



Demetri Loukas, Principal
Direct: (408) 454-3422
dloukas@davidjpowers.com

Demetri Loukas will serve as the Principal Project Manager, with Desiree Dei Rossi serving as the Project Manager. Desiree Dei Rossi will be the primary point of contact with the San Lorenzo Valley Water District. Demetri Loukas and Desiree Dei Rossi have worked closely together on environmental impact reports for a variety of clients. A brief description of their roles and experience are provided below and in their resumes.

As Principal, Demetri Loukas will oversee the environmental review for this project and assist with key environmental issues during preparation of the document. Demetri will also review and approve the document prior to submittal to the San Lorenzo Valley Water District and prior to public circulation. Demetri will attend key project meetings and hearings.



Desiree Dei Rossi, Project Manager
Direct: (510) 902-5853
ddeirossi@davidjpowers.com

As Project Manager, Desiree Dei Rossi will be involved in all aspects of the project and will be the primary point of contact for the project. Desiree will be responsible for daily project coordination and administration, as well as overall preparation of the document. Desiree will maintain close communication with SLVWD and the project team, manage the technical subconsultants, and participate in meetings and hearings on the project.



David J. Powers & Associates, Inc.

Identification of Sub Consultants

Archaeological/Historical Consultants (A/HC)

609 Aileen Street
Oakland, CA 94609



Primary Contact

Daniel Shoup
Principal
609 Aileen Street
Oakland, CA 94609
(510) 654-8635

A/HC is a woman-owned small business based in Oakland, CA. Since its founding in 1976, A/HC has completed hundreds of cultural resources management projects in California, including archaeological survey and excavation, historic resources recording and evaluation, and HABs/HAER recording of historic buildings and industrial facilities. A/HC staff are experts in assisting clients with compliance documents related to NEPA, NHPA Section 106, and CEQA. They have a history of productive collaboration with Native American monitors and a strong track record in consultations with the State Historic Preservation Office, the Advisory Council on Historic Preservation, and the Native American Heritage Commission.

A/HC has extensive expertise in archaeological, ethnographic, and historic archival research, and has supplied its clients with a wide range of detailed reports ranging from site-specific studies and corporate histories to regional archaeological synthesis and historical profiles of entire industries.

A/HC has not had any bankruptcy filings, contracts terminated, or claims made against the company that resulted in litigation or arbitration in the last five years.



David J. Powers & Associates, Inc.

Live Oak Associates, Inc.

P.O. Box 2697, Oakhurst, CA, 93644



Primary Contact

Rick Hopkins

Principal

6840 Via del Oro, Suite 220, San José, CA 95119

(408) 281-5885

Live Oak Associates, Inc. is a state certified small business founded in 2000, who has served over 1,200 clients on more than 4,000 project. Live Oak provides a comprehensive range of biological consulting services to private government and non-government organizations throughout California, including biological surveys, environmental permitting and compliance, wetland restoration and delineation, impact analyses, ecosystem management and restoration, environmental training, compliance monitoring, and more. Live Oak offers solid scientific expertise and thoughtful strategies and solutions for successful project implementation, applying sound ecological principals to practical natural resource management strategies. Live Oak has not had any bankruptcy filings, contracts terminated, or claims made against the company that resulted in litigation or arbitration in the last five years.

Live Oak Associates consists of 18 employees. The following four employees will be the key team members for this project:

Dr. Rick Hopkins

Tom Haney

Katrina Krakow

Dr. Arren Mendezona Allegretti

President and Senior Conservation Biologist

Cartographer/GIS Specialist

Sr. Project Manager/Staff Ecologist

Sr. Project Manager, Plant & Wetland Ecologist



David J. Powers & Associates, Inc.

Digital Imaging Studio (DIS)

8812 Clearview Drive
Orland Park, IL 60462



Primary Contact

Patrick Ghiringhelli
Project Administration (West Coast)
8812 Clearview Drive
Orland Park, IL 60462
(510) 813-2260

DIS was established twenty years ago in the San Francisco Bay Area to specialize in imaging services for land planning and architecture. DIS created imagery for securing entitlements, winning the Exclusive Right to Negotiate for development, community and city agency reviews, design reviews, fundraising efforts, and marketing collateral. DIS takes pride in their strong track record of successful renderings, photo composites, animations and video productions for clients and their design teams. DIS's broad experience in creating imagery on behalf of city, agency, and community organization allows DIS to relate to and complement a variety of presentation needs.

Patrick Ghiringhelli has over twenty-five years of experience in the field of architectural design visualization. Over the course of his career, and as Project Manager, he has collaborated with numerous architectural firms, municipalities, developers, and designers to integrate their concepts into 3D illustrative representations. He specializes in providing multimedia support to clients desiring depiction validation, design review, as well as marketing conceptualization and presentation. Patrick's diverse background has been instrumental in foresting the development of visual production teams in the process and creation of digital imagery.

DIS has not had any bankruptcy filings, contracts terminated, or claims made against the company that resulted in litigation or arbitration in the last five years.



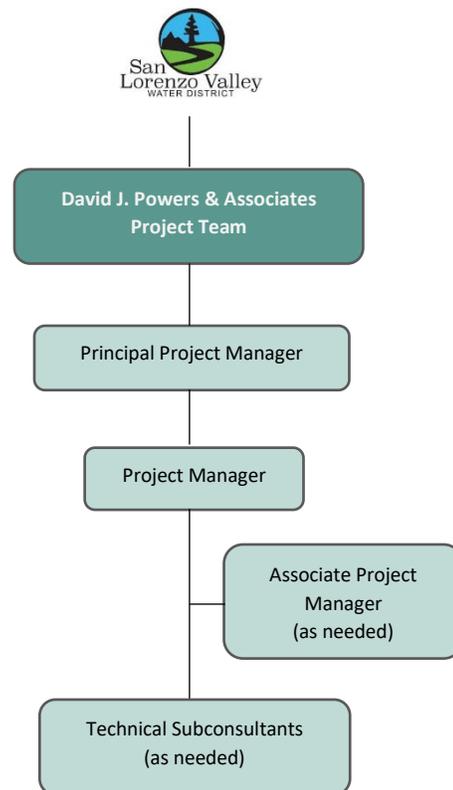
David J. Powers & Associates, Inc.

Project Organization and Experience of the Project Team

DJP&A will serve as the primary environmental consulting firm responsible for the completion of the Initial Study for the project.

Our project and schedule management techniques include: 1) setting appropriate expectations with clients at the beginning of the project; 2) attending project kick-off meetings and mapping out the project schedule with the client and project team; 3) maintaining regular communication with clients and technical subconsultants via phone, email and in-person meetings; and 4) bringing any potential schedule problems to our client’s attention as soon as possible.

For every project, DJP&A assigns a Principal-in-Charge and a Project Manager. The dedicated DJP&A Principal Project Manager for this project will be Demetri Loukas and the Project Manager will be Desiree Dei Rossi. As Project Manager, Desiree will be involved with all aspects of the project and will be the main point-of-contact for the SLVWD. Desiree will be directly responsible for daily project coordination and administration, maintaining close communication with the SLVWD, gathering and compiling project and site information, managing subconsultants, and preparing the environmental document. As the Principal-in-Charge of the project, Demetri will provide guidance and oversight and will be responsible for the quality control/assurance of the environmental document and process. The Project Manager may be supported by an Associate/Assistant Project Manager or additional in-house staff, as needed.



Desiree Dei Rossi and Demetri Loukas have collaborated on multiple projects throughout their careers at DJP&A. In addition to this proposal, Desiree and Demetri are currently working on one other project together. At DJP&A, all of our employees have close working relationships with one another and make highly efficient, communicative teams. DJP&A has two office locations, one in San José and one in Oakland, where employees can work in person at their discretion while also having the option to work remote.



David J. Powers & Associates, Inc.

DJP&A completes quarterly workload projections in order to ensure that each project will receive the appropriate level of attention needed. DJP&A has capacity to perform the work required of this project within the time limitations necessary.

DJP&A maintains long-standing partnerships with the technical subconsultant experts we have selected for this project. We manage the preparation of the subconsultants' work products and schedules, ensuring the delivery of excellent project-specific analyses.

This lean, project-focused organizational structure allows us to put experienced, senior technical staff on a project, without much overhead or extra corporate layers. In addition, this approach allows us to complete projects in the most cost-efficient manner feasible.

DJP&A is uniquely qualified to complete this project because we guarantee an uncompromising level of service provided by a single, dedicated Project Manager whose primary goal is to meet your environmental service needs and deliver quality environmental review. We deliver high quality work and perform rigorous internal quality assurance/quality control with a strong project management model. Above all, we prioritize client service. We do what it takes to meet our client's needs and we take great pride in delivering projects on-schedule and on-budget.

DJP&A consists of 23 employees, including 21 professional environmental planners and two support staff. The six Principals at DJP&A have over 135 years of cumulative experience at DJP&A and have worked together for up to 24 years successfully managing and completing environmental review projects. Our employees are specialists in CEQA and NEPA, and applicable laws, regulations, case law, and frequently attend Environmental Review trainings.

Demetri S. Loukas

Principal Project Manager

Office: (408) 248-3500 x122
Direct: (408) 454-3422
Email: Dloukas@davidjpowers.com



1871 The Alameda, Suite 200
San José, CA 95126
www.davidjpowers.com



Demetri Loukas is a Principal Project Manager for the company. He has over 24 years of experience in preparing environmental documents for a wide range of public and private sector projects, including CEQA and NEPA environmental review for transportation projects.

As a Principal Project Manager, Mr. Loukas provides management and oversight in preparation of environmental documents required under State and federal laws including Environmental Impact Reports (EIR), Initial Study/Negative Declarations (IS/ND), Categorical Exemptions (CE), Environmental Assessments (EA), and Categorical Exclusions (CE). He conducts quality control review of documents and ensures that all documents reflect the best available technical expertise.

Education

B.S. Ecology and Systematic Biology

California Polytechnic State University, San Luis Obispo, 1994

Experience

Principal Project Manager

David J. Powers & Associates
1998 - Present

Lab Technician

Ziff Davis Laboratories, 1997 - 1998

Biological Technician

Guadalupe Mountain/Carlsbad Caverns National Parks, 1997

Biological Technician

National Biological Service, Golden Gate Field Station, Ft. Chronkite, 1996

Professional Organizations

Association of Environmental Professionals

Relevant Project Experience in Past 10 Years

Leong Drive Sanitary Sewer Line Replacement, Mountain View, CA

Milpitas Roadway Improvements Phase II, Milpitas, CA

El Camino Real at SR 92 Landscaping, San Mateo

US 101/Blossom Hill Road Interchange, San Jose

Highway 17 Bike and Ped Overcrossing, Los Gatos (ongoing)

Shoreline Bike and Ped Overcrossing, Mountain View (ongoing)

Fair Oaks Avenue Bikeway Phase 2, Sunnyvale

Aldercroft Heights Road Bridges, Santa Clara County (ongoing)

Herbert Creek Bridges, Santa Clara County (ongoing)

Los Gatos Creek Trail/Hwy 9 Connection, Los Gatos

I 280/Winchester Boulevard Interchange, San José (ongoing)

SR 237/Middlefield Road Interchange Improvements, Mountain View (ongoing)

US 101/ San Antonio Road/Rengstorff Avenue Interchanges, Palo Alto and Mountain View (ongoing)

Desiree Dei Rossi

Associate Project Manager



Direct: (510) 902-5803
Email: Ddeirossi@davidjpowers.com

1736 Franklin Street, Suite 400
Oakland, CA 94612
www.davidjpowers.com



Desiree Dei Rossi is an Associate Project Manager for the company. She works closely with other members of the staff researching and preparing documents for both private and public sector projects. Her experience includes CEQA compliance for commercial, mixed-use, residential, industrial development, public facilities and parks projects.

As an Associate Project Manager, Ms. Dei Rossi:

- Prepares environmental documents including Environmental Impact Reports (EIRs), Initial Studies, and Environmental Assessments, in conformance with the requirements of CEQA and NEPA.
- Provides detailed analysis of potential environmental impacts, identifies mitigation measures, and develops alternative solutions.
- Provides project coordination including maintaining close communication with client and/or agency staff, gathering and compiling project and site information, managing subconsultants, and project scheduling.
- Assists in final report production and quality assurance.

Education

B.S. Environmental Management and Protection

California Polytechnic State University
San Luis Obispo (2017)

Experience

Associate Project Manager

David J. Powers & Associates, Inc.
July 2018 – Present

Watershed Protection Intern

City of Palo Alto
Summer 2016

Environmental Science Teacher

United Nations, Rome
2015

Professional Organizations

Association of Environmental Professionals

Relevant Project Experience

- 611 Industrial Road Digital Billboard Initial Study (San Carlos)
- San Jose Downtown Strategy 2040 Program EIR
- San Jose International Airport Master Plan Update EIR
- Veterans Memorial Senior Center/YMCA (Redwood City)
- St James Park Capital Vision and Performing Arts Pavilion (San José)
- Memorex Data Center, Substation, and Transmission Line Extension EIR (Santa Clara)
- Walsh Backup Generating Facility, Data Center, and Substation SPPE Application (Santa Clara, California Energy Commission)



David J. Powers & Associates, Inc.

Experience and Past Performance

DJP&A has successfully completed environmental analysis for various projects of a similar nature, including water storage tanks, pump stations, water mains, gasoline storage tanks, recycled water pipelines, utilities and infrastructure.

Scotts Valley Transit Center LID Retrofit Project IS/MND

Lead Agency/Client: Scotts Valley Water District
Contact: Piret Harmon, General Manager
Address: 2 Civic Center Drive, Scotts Valley, CA 95066
Phone: (831) 438-2363
Budget : \$16,619

In June 2015, David J. Powers & Associates, Inc. prepared an Initial Study/Mitigated Negative Declaration for the retrofitting of the Scotts Valley Transit Center located on Kings Village Road in Scotts Valley. The proposed retrofit includes the installation of low impact development (LID) features to increase the runoff infiltration capacity of the site, replenish the groundwater basin, and increase the City's storm drainage system capacity. The project would reduce the volume of stormwater runoff leaving the site, thereby preventing pollutants from the parking lot from entering the storm sewer system and flowing into receiving waters. The primary issues discussed in the Initial Study include hydrology and water quality, utilities and service systems, and biological resources. The Initial Study/Mitigated Negative Declaration was completed on schedule and within budget.

Water Well #12 and Pipeline Project IS/MND

Lead Agency/Client: Sunnyslope County Water District
Contact: Bryan Yamaoka, General Manager
Address: 3570 Airline Hwy, Hollister, CA 95023
Phone: (831) 637-4670
Budget : \$38,862

In 2010, David J. Powers & Associates, Inc. prepared an Initial Study/Mitigated Negative Declaration for the Water Well #12 and Pipeline project for the Sunnyslope County Water District (SSCWD). The project sought to develop a new groundwater well and conveyance pipeline that would connect the existing SSCWD water supply system. The well would be drilled to a depth of approximately 500 feet and would produce approximately 1,400 gallons of water per minute. The pipeline would connect the new production well to the existing Sunnyslope distribution system with an 18-inch

diameter pipeline. The pipeline would be located in unincorporated San Benito County and would reach lengths of 2,000 to 3,200 feet, including 1,600 to 2,100 feet on undeveloped land. Primary issues discussed in this Initial Study/Mitigated Negative Declaration include agricultural resources, biological resources, hazardous materials, and hydrology and water quality. The Initial Study/Mitigated Negative Declaration was completed on schedule and within budget.

Silicon Valley Power Mission Substation IS/MND

Lead Agency/Client: City of Santa Clara, Planning Department
Contact: Kevin Riley, Director of Planning and Inspection
Address: 1500 Warburton Avenue, Santa Clara, CA 95050
Phone: (408) 615-2450
Budget : \$38,862

In 2011, David J. Powers & Associates, Inc. prepared an Initial Study/Mitigated Negative Declaration for the construction and operation of a 150 kilovolt (kV) Silicon Valley Power (SVP) electrical primary substation and associated electrical equipment. The proposed project would be constructed on a 1.9-acre site located at the north side of Mission College Blvd on the Mission College campus. Also proposed is the extension of an underground electric utility line and the extension of a potable water line to the substation site. Primary issues addressed in the IS include biological resources, cultural resources, hazards and hazardous materials, and hydrology and water quality. The Initial Study/Mitigated Negative Declaration was completed on schedule and within budget.



David J. Powers & Associates, Inc.

Exceptions to this RFP

DJP&A has fully read the RFP and does not take exceptions to any portion of the RFP. However, we do assume that page eight of the RFP under Section 8 Insurance should read as follows:

“The Consultant and its subconsultants are required to name the **State District**, its officers, agents and employees as additional insured on their liability insurance for activities undertaken pursuant to this Agreement.”



David J. Powers & Associates, Inc.

Contractual Scope of Services

DJP&A will prepare an Initial Study for the Felton Heights Tank Replacement project. Our scope includes preparation of the Initial Study, preparation of a draft Mitigated Negative Declaration (MND), preparation of a draft Mitigation Monitoring and Reporting Program (MMRP), attendance of meetings and hearings, and project management and contract administration. These tasks are described below.

Initial Study

DJP&A will prepare an Initial Study consistent with the requirements of the California Environmental Quality Act (CEQA) and the SLVWD. This scope is based on the understanding the project would be eligible for a MND, assuming there are no significant impacts, or mitigation measures are included in the project to reduce any impacts to a less than significant level.

The Initial Study will include a project description, discussion of consistency with applicable plans and policies, and a section that includes a description of existing conditions on the site, the CEQA environmental checklist, and an explanation of project effects and mitigations, as described below.

Project Description

The Initial Study will provide a detailed description of the proposed project, including the physical characteristics (such as maximum height.) of the development. Maps and graphics will be provided to illustrate the text.

Consistency with Plans and Policies

A discussion of the proposed project's consistency with the City of Felton's General Plan, City Code, and other applicable plans and policies will be included. As required by CEQA and CEQA Guidelines, particular attention will be given to inconsistencies, if any are identified.

Environmental Setting, CEQA Checklist, and Mitigations

The Initial Study will be divided into subsections for each environmental resource. The subsections will be formatted to include a description of the existing environmental setting followed by the relevant CEQA checklist section. The sources of information for determining impacts will be identified. Mitigation measures will be identified to reduce significant impacts as appropriate.

Based upon our current understanding of the project, we anticipate the key environmental issues for the project will include the following resources:

- Aesthetics
- Biological Resources
- Cultural Resources
- Tribal Cultural Resources

As a result, the following technical reports will be completed by subconsultants under contract to DJP&A.

Biological Resource Assessment completed by Live Oak Associates, Inc. The following will be completed: site survey and technical biological evaluation report.

Cultural Resource Assessment completed by A/HC. The following will be completed: record search, archaeological field survey, archaeological sensitivity assessment, and Native American consultation.

Optional: Photo Simulations completed by DIS. The following will be completed at the request of the SLVWD: Generation of 3D model of the proposed tank and site, four photo composite renderings, and two progress review sessions.

Once the project description is finalized, DJP&A will prepare the Administrative Draft Initial Study (ADIS). Upon completion of the ADIS, DJP&A will submit an electronic copy to the SLVWD for review and comment. DJP&A will then revise the ADIS based on comments received from the SLVWD and submit an electronic copy of the document to SLVWD for final review and comment. This scope of work assumes two rounds of review by the SLVWD. DJP&A will provide the SLVWD with an electronic copy of the Initial Study for public distribution and posting on the District's website.

Draft Mitigated Negative Declaration

DJP&A will prepare a draft MND in conformance with the CEQA Guidelines and the SLVWD requirements. The draft MND will describe the proposed project, present findings related to the environmental conditions, and include a copy of the Initial Study and mitigation measures to support the findings.

Preparation of Mitigation Monitoring and Reporting Program

In accordance with state law and CEQA Guidelines, DJP&A will draft a Mitigation Monitoring and Reporting Program (MMRP) identifying when mitigation measures will be implemented, who will be responsible for implementing them, and who will provide oversight. The draft MMRP will be submitted to the SLVWD prior to the hearing on the project.

Meetings and Hearings

This scope of work includes DJP&A attendance at up to eight project meetings and two public hearings/community meetings. DJP&A can attend additional public hearings or meetings requested on a time and materials basis.

Project Management and Contract Administration

DJP&A will provide general Initial Study project management, contract administration, and coordination with the SLVWD and project team throughout the Initial Study process. The DJP&A Project Manager will coordinate with the SLVWD on a regular basis using email and telephone communications.

Estimated Schedule

DJP&A proposes the following optimum schedule for preparation of the Initial Study. DJP&A can commit to maintain the schedule in the areas that are within our control. Completion of the Initial Study, as outlined in the schedule below, is based upon receipt of project information listed on the following page in accordance with the schedule. Delays in receiving requested information or responses by others will result in at least day-for-day delays in the overall schedule.

| Task | Duration of Task | Time Elapsed |
|--|---|--------------|
| 1. DJP&A receives authorization to proceed and project information | --- | 1 day |
| 2. DJP&A drafts Project Description | 1 week | Week 1 |
| 3. SLVWD Review of Draft Project Description | 1 week | Week 2 |
| 4. DJP&A finalizes Project Description and Kicks Off Subconsultants | 1 week | Week 3 |
| 5. Technical reports completed (Biology, Cultural and Photo Simulations) | 8 weeks | Week 11 |
| 6. DJP&A completes Administrative Draft Initial Study (ADIS) | 2 weeks | Week 13 |
| 7. SLVWD Review of ADIS completed | 2 weeks | Week 15 |
| 8. DJP&A revises ADIS and submits Screencheck | 1 week | Week 16 |
| 9. SLVWD completes review of Screencheck | 1 week | Week 17 |
| 10. DJP&A finalizes and submits Initial Study to District for Public Circulation | 1 weeks | Week 18 |
| 11. 20 Day MND Public Review Period | TBD | TBD |
| 12. Preparation of Responses to Comments/Public Hearing | TBD | TBD |
| Total | +/- 18 weeks plus time to circulate document and respond to comments | |

*Shaded rows indicate SLVWD review time.



David J. Powers & Associates, Inc.

Total Professional Fee and Fee Schedules

This section includes a breakdown of the proposed budget, fee schedule in Gantt Chart Format, and hourly rate of all staff.

| Proposed Budget | | |
|---------------------------------|--|-----------------|
| Task Number | Task Description | Fee |
| 1 | DJP&A receives authorization to proceed | \$0 |
| 2 | DJP&A receives all project information requested from applicant | \$0 |
| 3 | DJP&A drafts Project Description | \$1,025 |
| 4 | SLVWD Review of Draft Project Description | \$0 |
| 5 | DJP&A finalizes Project Description and Kicks Off Subconsultants | \$885 |
| 6 | Technical reports completed (Biology and Cultural) | \$18,640 |
| 7 | DJP&A completes Administrative Draft Initial Study (ADIS) | \$20,850 |
| 8 | SLVWD Review of ADIS completed | \$0 |
| 9 | DJP&A revises ADIS and submits Screencheck | \$3,935 |
| 10 | SLVWD completes review of Screencheck | \$0 |
| 11 | DJP&A finalizes, prints, and submits Initial Study to District for Public Circulation | \$7,255 |
| 12 | 20 Day MND Public Review Period | |
| 13 | Preparation of Responses to Comments/Public Hearing | \$5,000 |
| Additional Fees | | |
| | Project Management and attendance of meetings and public hearings, Preparation and Filing of Notices | \$18,418 |
| | Reimbursable | \$125 |
| TOTAL | | \$76,133 |
| Optional Task | | |
| 6 | Photo Simulation | 6,900 |
| TOTAL WITH OPTIONAL TASK | | \$83,033 |



David J. Powers & Associates, Inc.

CHARGE RATE SCHEDULE¹⁰

| <u>Title</u> | <u>Hourly Rate</u> |
|---------------------------------|--------------------|
| Senior Principal | \$ 320.00 |
| Principal Project Manager | \$ 295.00 |
| Senior Environmental Specialist | \$ 250.00 |
| Senior Project Manager | \$ 230.00 |
| Environmental Specialist | \$ 215.00 |
| Project Manager | \$ 205.00 |
| Associate Project Manager | \$ 180.00 |
| Assistant Project Manager | \$ 150.00 |
| Researcher | \$ 130.00 |
| Graphic Artist | \$ 120.00 |

Materials, outside services and subconsultants include a 15% administration fee.
Mileage will be charged per the current IRS standard mileage rate at the time costs occur.
Subject to revision January 1, 2023.

¹⁰ David J. Powers & Associates, Inc. (DJP&A) provides regular, clear, and accurate invoices, in accordance with normal company billing procedures. The cost estimate prepared for this project does not include special accounting or bookkeeping procedures, nor does it include preparation of extraordinary or unique statements or invoices. If a special invoice or accounting process is requested, the service can be provided on a time and materials basis. Any fees charged to DJP&A for Client's third-party services related to invoicing, insurance certificate maintenance, or other administrative functions will be billed as a reimbursable expense.



Denise Duffy & Associates, Inc.

PLANNING AND ENVIRONMENTAL CONSULTING

September 28, 2022

San Lorenzo Valley Water District
Attn: Environmental; Programs Manager (Felton Heights Tank Replacement Project)
c/o: Carly Blanchard, Environmental Programs Manager
13060 Highway 9
Boulder Creek, CA 95006

Subject: Proposal to Provide Environmental Consulting Services to the San Lorenzo Valley Water District for the Felton Heights Tank Replacement Project

Dear Ms. Blanchard,

Denise Duffy & Associates, Inc. (DD&A) is pleased to submit the attached proposal in response to the San Lorenzo Valley Water District's (District) Request for Proposal (RFP) for Environmental Consulting Services for the proposed Felton Heights Tank Replacement Project (Proposed Project). DD&A prepared this proposal to provide the complete range of services required for completion of the Proposed Project, including:

- 1) Reviewing final design of the Proposed Project and determining required permits and level of CEQA analysis.
- 2) Reviewing available background document/studies and determining additional studies, consultations, and/or field work required to prepare the CEQA documentation for the Proposed Project.
- 3) Performing biological resources surveys within the Project Area.
- 4) Identifying the potential for regulatory agency jurisdiction over the Proposed Project for the U.S. Army Corps of Engineers, California Department of Fish and Wildlife, Regional Water Quality Control Board, and other regulatory agencies, if necessary.
- 5) Initiating and coordinating consultation with these regulatory agencies, as appropriate.
- 6) Retaining and managing a qualified cultural resources consultant to conduct archaeological resources surveys for the Project Area, as appropriate.

DD&A will draw on our previous experience working with the District on past projects, including the Olympic Mutual Water Company Annexation and Pipeline Project, the Ralston and Nina Tank Replacement Projects, and the Quail Hollow Pipeline Project, as well as our extensive experience providing similar services to several land use jurisdictions and public utilities throughout Santa Cruz County and the Central Coast.

As demonstrated in the enclosed proposal, DD&A has the staff, availability, and team qualifications to complete the Proposed Project. **Matthew Johnson** would serve as DD&A's primary point of contact for the District and overall Project Manager, responsible for scheduling and managing survey efforts by our in-house Natural Resources Division (NRD), our cultural resources subconsultant, **Albion Environmental Inc.**, and our geotechnical consultant, **Cornerstone Earth Group, Inc.** In addition, Mr. Johnson would oversee preparation of a permitting matrix and facilitate consultation and acquisition of all regulatory

approvals required for the Proposed Project. Mr. Johnson would be supported by **Leianne Humble**, Senior Project Manager, who would work with District staff to determine the level of CEQA analysis required for the Proposed Project and oversee preparation of the environmental documentation for the Proposed Project.

DD&A is an award-winning, State of California-certified Small and Woman-owned California S-Corporation business providing planning, natural resource, and environmental consulting services to local, regional, state, and federal agencies for over three decades. We appreciate the opportunity to provide this submittal and look forward to the opportunity to continue our long and productive professional relationship with the District. If you have any questions, please do not hesitate to contact myself at (831) 373-4341x27 or mjohnson@ddaplanning.com or Leianne Humble at (831) 373-4341x14 or lhumble@ddaplanning.com.

A handwritten signature in black ink, appearing to read "Matthew Johnson", followed by a horizontal line extending to the right.

Sincerely,
Matthew Johnson
DENISE DUFFY & ASSOCIATES, INC.
947 Cass Street, Suite 5
Monterey, CA 93940

**Proposal to Provide
Environmental Consulting Services
for the
San Lorenzo Valley Water District
Felton Heights Tank Replacement Project**



Denise Duffy & Associates, Inc.

September 28, 2022

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PROJECT UNDERSTANDING AND APPROACH

This section of the proposal contains Denise Duffy & Associates, Inc.'s (DD&A's) detailed project understanding and specialized approach to completing services for the San Lorenzo Valley Water District's (District's) Felton Heights Tanks Replacement Project (Proposed Project).

PROJECT UNDERSTANDING

DD&A understands that the District is seeking environmental services in support of the Proposed Project. The District operates three independent water systems: The North San Lorenzo Valley System, the South System, and the Felton System. The objective of the Proposed Project would be to acquire property or an easement to construct a single 120,000-gallon tank on the currently undeveloped site at APN 064-201-37. The Proposed Project would also include construction of



approximately 100-LF of 8-inch ductile iron main running from the upper end of the existing system to the new tank site. Project site improvements will include clearing of the site, grading of a new tank pad, construction of permanent erosion control and storm water runoff control facilities, installation of a new bolted steel 120,000-gallon (effective storage tank), installation and connection of SCADA components, construction of required communications wiring, inlet piping, outlet piping, overflow control, one new steamer hydrant, access improvements, and fencing/gating of the site.

Implementation of the Proposed Project would be considered a "project" under the California Environmental Quality Act (CEQA) and would require preparation of CEQA documentation. Based on the available details provided by the District's RFP, DD&A assumes that an Initial Study/Mitigated Negative Declaration (IS/MND) would be the appropriate level of CEQA documentation for the Proposed Project. At this time, DD&A believes that a Biological Resources Report, Cultural Resources Assessment, and Geotechnical Investigation will be needed to support the CEQA analysis.

PROJECT APPROACH

DD&A's approach to the Proposed Project would involve close coordination with District staff to ensure preparation of a clear and concise project description for the Proposed Project. DD&A will draw upon our previous experience with similar water supply projects and our previous history with the District to provide a detailed outline of required public outreach, environmental, and permitting tasks (please see the **DD&A Company Profile** section of this proposal). DD&A will coordinate closely with the District to ensure that all tasks for environmental review can be completed according to the environmental constraints associated with the Proposed Project. DD&A's approach to the Proposed Project would stress early and continual coordination on the scope, budget, and project timeline to prevent delays in the environmental review process.

DD&A believes that ensuring the continuity of the Project Team and on-going coordination with the District is critical to meeting key project milestones. This approach would entail assigning a dedicated



Project Manager and other qualified DD&A staff, as appropriate. DD&A would assign **Matthew Johnson** as Project Manager based on his extensive experience with regulatory permitting and water infrastructure projects. Mr. Johnson would be responsible for reviewing all technical and project data, coordinating with the District and Project Team, managing subconsultants, assigning and overseeing in-house staff, maintaining the project budget and schedule, and providing quality assurance on deliverables. DD&A's project approach also entails implementing a comprehensive Quality

Assurance/Quality Control (QA/QC) procedure. Please refer to the **Quality Assurance/Quality Control Procedure** section of this proposal for a detailed description of our QA/QC procedure.

In addition, DD&A has retained Albion Environmental Inc. (Albion) to conduct cultural resource surveys and cultural resources assessment for the Proposed Project and Cornerstone Earth Group to prepare a geotechnical analysis for the Proposed Project (please see the **Subconsultant Company Profiles** section of this proposal).

QUALITY ASSURANCE/QUALITY CONTROL PROCEDURE

DD&A's management philosophy is based on personalized service, accessibility, and accountability. Our approach involves assigning a Project Manager and a Deputy Project Manager to each individual project awarded to DD&A. Dedication to continued and on-going communication throughout the duration of a project ensures that our staff will always be available to the client. DD&A's management method is based on directly working with our clients in a collaborative manner that fosters the transfer of information in a timely and efficient manner. This entails providing regular status updates and progress reports to clients to ensure that projects are on-schedule and on-budget. We believe that maintaining a true partnership between our clients and staff is the most effective means of handling our clients' most challenging environmental projects and critical regulatory issues.



As the assigned Project Manager, **Matthew Johnson** will be responsible for reviewing all technical and project data, coordinating with the District and Project Team, managing subconsultants, assigning and overseeing in-house staff, maintaining the project budget and schedule, and providing quality assurance on deliverables. Schedules and budgets are tracked by the Project Manager once a month, or more frequently as needed, and DD&A employs a full-time contract manager to assist in the administration of projects and contracts.

DD&A implements a standardized Quality Assurance/Quality Control Program as part of our planning and environmental services. Project Team interaction and individual expertise, as well as the Project

Manager's involvement with the Proposed Project, will ensure efficient environmental analysis with a high standard for performance and quality. All technical documents will be internally reviewed by senior staff with over 15 years of experience, and edited for overall readability, technical adequacy, and editorial quality. Overall readability involves ensuring that the document successfully conveys, through text and graphics, the nature and resolution of environmental issues associated with the Proposed Project, and that the document is logical and well-organized. Technical adequacy involves reviewing the document for completeness in addressing CEQA and/or NEPA requirements, reasonableness of impacts, accurate regulatory framework application, and appropriate level of detail. The review for editorial quality involves checking for consistency, grammar, typographical errors, and formatting.

DD&A will provide environmental documentation that is technically and legally accurate, as well as understandable to decision-makers and the public. The environmental analysis will utilize existing data as a baseline, supplemented by project-specific data collection and technical studies, as needed. All draft environmental documents will be provided to the Project Team prior to circulating to the public. DD&A will use the following methods to ensure the accuracy and quality of all services provided and products completed:

- Clearly defining the requirements of the proposed scope before beginning work,
- Establishing a schedule and prioritizing deadlines,
- Providing clear communication of all expectations/tasks prior to and throughout the term of the Proposed Project,
- Incorporating current knowledge of recent CEQA- and NEPA-related case law and legislation, and
- Regular review and verification of schedule, budget, and work completed.

When necessary, DD&A has the company resources and commitment to expedite project schedules. DD&A's strategies to meet strict deadlines include:

- Prioritizing deadlines by scheduling available staff,
- Working closely with the lead agency and Project Team to avoid delays,
- Setting clear goals and timelines, including a strict timeline for preparation of the document and related studies,
- Obtaining commitment from staff, subconsultants, and other team members to meet this schedule,
- Conducting regular progress meetings (in person or by phone) to resolve issues quickly, and
- Working overtime as needed to meet critical milestones.

DD&A COMPANY PROFILE

Denise Duffy & Associates, Inc. (DD&A) is an award-winning, State of California-certified Small and Woman-owned business. Established in 1983, we are known as one of the premier environmental planning firms on the California central coast for over three decades. Each of our service areas is highly regarded and our senior staff are recognized throughout the California environmental planning community for their commitment to our clients' projects. Throughout our history, we have played a predominant role in developing how environmental planning and services are practiced on the California coast. Our main office address is 947 Cass Street, Suite 5, Monterey, CA 93940. DD&A proposes to assign **Matthew Johnson**, Senior Environmental Scientist, as Project Manager for the Felton Heights Tank Replacement Project and would be supported by **Leianne Humble**, Senior Project Manager. **Mr. Johnson** can be reached at (831) 373-4341 x27 and mjohnson@ddaplanning.com. The following table shows a brief outline of each of DD&A's project team members who would work on the Proposed Project:



| Staff | Title |
|---------------------|---|
| Matthew Johnson | Project Manager/Senior Environmental Scientist |
| Leianne Humble | Senior Planner II |
| Diana Staines, AICP | Deputy Project Manager |
| Robyn Simpson | Associate Planner |
| Jami Colley | Senior Environmental Scientist |
| Patric Krabacher | Senior Environmental Scientist/Certified Arborist |
| Troy Lawson | Assistant Planner |
| Erika Lougee | Assistant Environmental Scientist |

DD&A offers planning, natural resource, and environmental consulting services to local, regional, state, and federal agencies, in addition to private landowners and developers. We specialize in preparing CEQA and NEPA documentation, as well as providing regulatory permit acquisition, mitigation monitoring and reporting/condition compliance, and public outreach services. DD&A's Natural Resources Division consists of a multi-disciplinary team of scientists that provide expert biological and ecosystem analysis services, as well as biological monitoring services for all phases of construction.

DD&A is committed to effective problem solving that allows clients to meet their planning needs while also ensuring consistency and compliance with applicable land use and environmental regulations. DD&A is defined by our responsive service, integrity, and extensive staff expertise. We believe that maintaining a true partnership between our clients and staff is the most effective means of handling our clients' most challenging environmental projects and critical regulatory issues. Our distinctive structure defines our approach. We focus on matters that require the attention, experience, and sophistication of our senior consultants.

DD&A is an incorporated firm (S-Corporation) under California State law. DD&A's certifications include:

State Woman-Owned Business Enterprise: #13824

State Small (Micro) Business: #20855

California Public Utilities Commission Supplier Clearinghouse Women Business Enterprise

SUBCONSULTANT COMPANY PROFILES

Albion Environmental Inc. (Albion) is a private cultural resources management consulting firm with offices in Santa Cruz and San Luis Obispo, California. Albion specializes in all aspects of cultural resources management including archaeological and cultural resources inventory, evaluation, and mitigation, Native American consultation, and compliance and assessment reports. Albion is a women-owned business. Albion's staff consists of 28 highly qualified professionals with particular expertise in:



- Archaeological investigations
- Regulatory compliance and permitting
- Scientific field studies
- Mitigation plans to manage project impacts
- Implementation of mitigation measures and compliance monitoring
- Construction Monitoring

Albion's primary contact for the Felton Heights Tank Replacement Project would be Stella D'Oro, Project Manager. Ms. D'Oro can be reached at (831) 469-9128 and SDoro@albionenvironmental.com. Services provided by Albion would be based out of their Santa Cruz office located at 1414 Soquel Avenue, Suite 205 Santa Cruz, California 95062.

Albion has been working in the Central Coast for decades, building a strong understanding of the physical and natural setting. Albion's cultural resources team has proven expertise in regulatory guidance, Native American consultation, planning documents, resource inventories, evaluations, data recovery mitigation, and construction monitoring. Additionally, the firm has specialists in the fields of prehistoric archaeology, historical archaeology, and Native American consultation.

The things that set Albion apart are excellent client service, experience, integrity, and unique business status. Albion's Principals have direct involvement in projects, are available to clients, and can help clients negotiate successful outcomes. The firm's enthusiastic staff is technically and academically trained. The Albion team consists of prehistoric archaeologists, historical archaeologists, anthropologists, and wildlife experts, with a focus in ornithology. Albion provides clients with realistic budgets, makes defensible decisions, and is known in the regulatory and scientific community for doing good work. The firm is a women-owned small business, has 20 years of experience, and are dedicated exclusively to the management of California's cultural and natural resources.

Cornerstone Earth Group Inc. (Cornerstone) was founded in March 2007 and is a California C-Corporation with offices in Sunnyvale and Walnut Creek, California. Cornerstone integrates environmental services, geotechnical engineering, engineering geology, and construction services into a single, client-focused team to facilitate cost-effective site selection, project design, and site development. Their staff of 60 employees include registered civil and geotechnical engineers, registered professional and certified engineering geologists, certified hydrogeologists, staff engineers and geologists, senior and staff engineering technicians, and administrative support staff.



With over 200 years of combined Principal experience, Cornerstone's team has the project leadership, experience and practical focus to provide the value-adding services their clients require. Their core environmental services include:

- Phase I Environmental Assessment
- Preliminary Endangerment Assessment
- Phase II Soil, Groundwater and Soil Vapor Quality Investigation
- Natural Occurring Asbestos
- Asbestos and Lead-Based Paint Surveys
- Indoor Air Quality Monitoring
- Vapor Intrusions Assessment and Mitigation
- Environmental Compliance
- Human Health Risk Assessments
- Vicinity Hazard Assessments
- Remediation Design and Implementation
- Contamination Fate and Transport Modeling
- Closed Landfill Monitoring and Investigation

Additionally, Cornerstone has completed numerous water tank projects in the Bay Area. The firm's breadth of experience in the Bay Area will add value to the Proposed Project in design and construction. Cornerstone's staff consists of many highly qualified professionals with particular expertise in:

- Foundation Investigations
- Pavement Evaluation and Design
- Soil Stabilization
- Subsurface Exploration

Cornerstone's primary contact for the Felton Heights Tank Replacement Project would be Ms. Erin L. Steiner, P.E., G.E., Project Manager. Ms. Steiner can be reached at (408) 245-4600 x 106 and esteiner@cornerstoneearth.com. Services provided by Cornerstone would be based out of their Sunnyvale office located at 1259 Oakmead Parkway, Sunnyvale, California 94085.

ORGANIZATION, APPROACH & STAFFING

The following section describes DD&A's approach to project organization and staffing for the Proposed Project. The organizational chart presented in this section shows an overview of project roles for each key Team Member that would be assigned to work on the Proposed Project. Each Project Team member is qualified to provide key services for one or more components of the Proposed Project. **Matthew Johnson** will be DD&A's assigned Project Manager, supported by **Leianne Humble**, and will be responsible for overseeing the Proposed Project, managing subconsultants, monitoring budgets and project schedule, and delegating tasks to Project Team personnel. **Mr. Johnson** has managed several water infrastructure projects for agencies located in the South Bay Area, including having recently completed the environmental documentation for the Lompico Tank Replacement and Quail Hollow Pipeline Replacement projects on behalf of the District. Detailed resumes for each Project Team member are included in this section. In addition, DD&A will retain the services of **Albion Environmental Inc.** (Albion) to provide cultural resource services and **Cornerstone Earth Group Inc.** (Cornerstone) to provide a geotechnical report for the Proposed Project. Please see the **Subconsultant Firm Profiles** section of this proposal for more details on Albion and Cornerstone's qualifications to work on the Proposed Project.

PROJECT MANAGEMENT APPROACH

As previously described in this proposal, DD&A would assign **Matthew Johnson** as Project Manager based on his extensive experience with regulatory permitting, water infrastructure projects, and managing projects for the San Lorenzo Valley Water District (District). The DD&A staff identified have also contributed to other District projects. DD&A's approach for providing environmental services is based on the premise of delivering cost effective, solution-oriented services to ensure the most efficient processing and technical accuracy of our work products. The preparation of an accurate project description and early consultation with the District is critical to avoid unnecessary project delays. DD&A will work closely with District staff to provide objective and thorough environmental review in a timely manner and maintain on-going internal Project Team communication to identify issues that arise. DD&A's project approach also entails implementing a comprehensive Quality Assurance/Quality Control (QA/QC) Procedure.

DD&A's main office is located in Monterey, with satellite offices in San Jose and Santa Barbara. DD&A provides onsite fieldwork, monitoring, and other services to our clients through use of best hygiene and social distancing practices to maintain the safety of all Project partners during the COVID-19 pandemic.

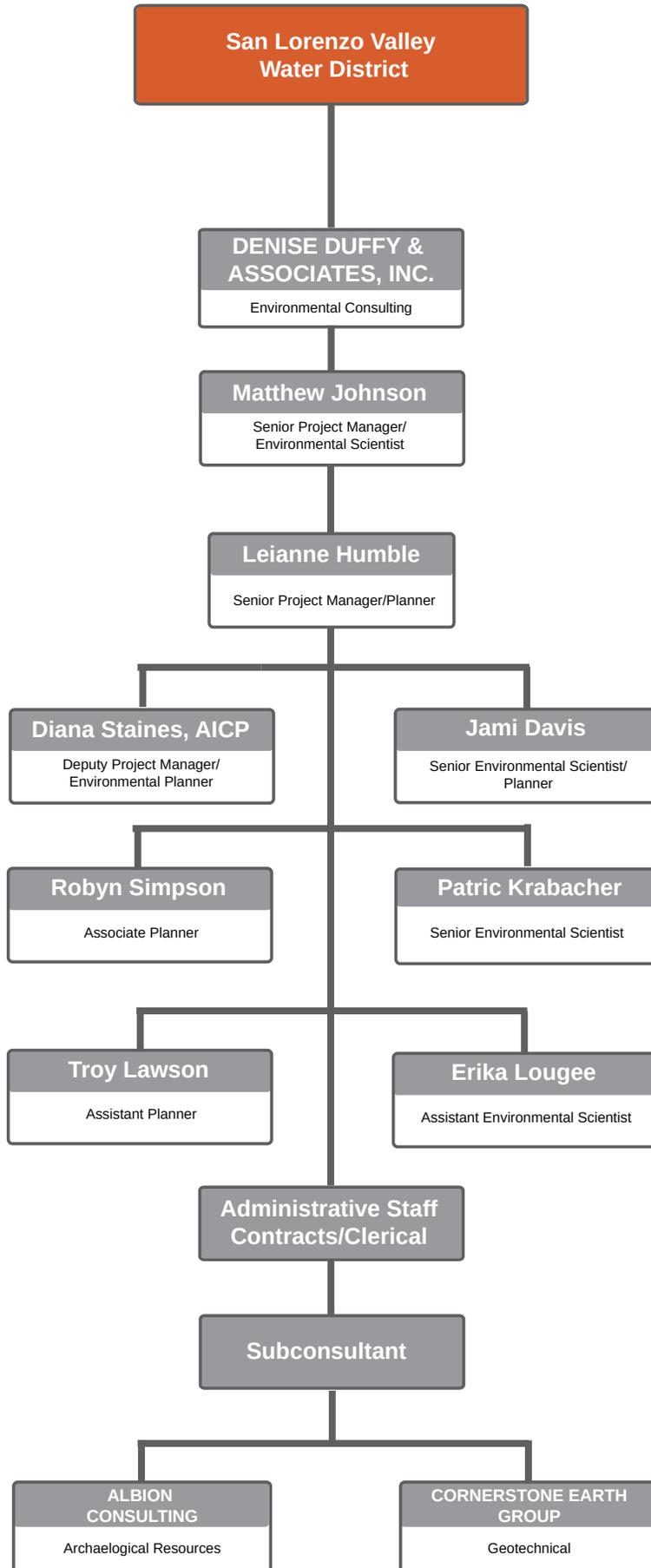
As previously discussed, DD&A's unique project management approach involves direct coordination and regular contact with clients to achieve all project goals. DD&A proposes to establish regular (at a minimum monthly) progress report calls with District staff to ensure clear communication about the current status of project deliverables and to provide ongoing updates pertaining to project schedule and budget. In addition to regularly scheduled progress calls, DD&A would also invite District staff to reach out at any point during the Proposed Project



in order to clarify any details of the environmental review for the Proposed Project. Such ongoing communication will be beneficial in resolving any potential obstacles to completion of the Proposed Project without incurring delays in the environmental review process.

DD&A maintains a knowledgeable staff of environmental professionals to assist our clients with achieving their project goals. DD&A has the requisite staff availability and flexibility to complete the environmental consulting services for the Proposed Project in a timely and cost-effective manner. DD&A's collaborative work approach means that we have multiple qualified personnel at the senior, associate, assistant, and administrative levels available to assist the District with all aspects of the Proposed Project.

DD&A stands out among competing firms by offering unmatched local and regional environmental expertise to our clients. In contrast to the impersonal approach offered by many larger firms, DD&A's presence as a local environmental consulting firm can offer the District a comprehensive understanding of the local issues and potential areas of controversy affecting the Proposed Project. Additionally, DD&A has familiarity with District communication and project protocols, having worked as an environmental consultant on behalf of the District since 2009. DD&A's direct previous experience working with the District also provides us with a greater understanding of District policy, procedure, and overall project goals compared to other firms. In addition to our direct experience working with the District, DD&A has been directly involved in many important water infrastructure projects in the greater Bay Area throughout the previous decades. For more details on our relevant project experience, please refer to the **Representative Project Experience** section of this proposal.



DENISE DUFFY & ASSOCIATES – KEY PERSONNEL

Matt Johnson

Senior Project Manager/
Environmental Scientist



EDUCATION

Bachelor of Science, Earth
Systems Science and Policy,
California State University
Monterey Bay

Microsoft Systems Engineer
Certification, New Horizons
Computer Learning Center

PROFESSIONAL AFFILIATIONS

Central Coast Joint Data
Committee

Monterey Peninsula Audubon
Society

REGISTRATIONS & CERTIFICATIONS

Trimble Certified GPS Operator

USFWS Federal Recovery Permit -
California tiger salamander and
California red-legged frog
#TE-091857-0

CDFW Scientific Collection Permit
#SC-007701

CDFW Plant Voucher Collecting
Permit #2081[a]-20-024-V

USFWS-Approved Bald/Golden
Eagle Surveyor

40 Hour HAZWOPER Certification

OVERVIEW:

Matthew Johnson has 21 years of experience working in the environmental field. Mr. Johnson currently serves as a Senior Project Manager, Environmental Scientist, and manager of DD&A's Geographic Information Systems (GIS) department. His responsibilities include project management, rare plant and wildlife surveys, biological monitoring, wetland delineations, and riparian habitat assessments, and preparation of biological documentation. Mr. Johnson is also an authorized individual on DD&A's Federal Recovery Permit for California tiger salamander (CTS) and California red-legged frog (CRLF), and holds a CDFW Scientific Collecting Permit allowing for collection and handling of amphibians, reptiles, freshwater/terrestrial invertebrates, and mammals. Mr. Johnson has worked on and managed the biological efforts for a variety of project types, including transportation, water and wastewater infrastructure, and residential and commercial development.

TECHNICAL CAPABILITIES:

- Experience working closely with resource and regulatory agencies in permitting projects of varying size and complexity.
- Extensive experience managing and conducting biological monitoring and preconstruction wildlife surveys on a variety of projects, including substantial experience on water infrastructure projects.
- Proficiency in conducting biological surveys, including protocol-level surveys for special-status wildlife and rare plant species, including CTS, CRLF, Monterey dusky-footed woodrat, California legless lizard, burrowing owl, bald eagle, other protected avian species, sand gilia, and Monterey spineflower.
- Experience preparing biological reports for a broad range of environmental documentation in accordance with CEQA and NEPA requirements and local, state, and federal policies and regulations, including the Clean Water Act and the federal and state Endangered Species Acts.
- Expertise in preparing scopes, managing subconsultants, and keeping projects within established budgets and timeframes.

SELECTED PROJECT EXPERIENCE:

- San Jose Water Company Master On-Call Services Agreement, Santa Clara County
- Pure Water Monterey Groundwater Replenishment Project EIR, Monterey County
- Marina Coast Water District On-Call, Monterey County
- SLVWD Quail Hollow Pipeline Replacement, Santa Cruz County
- SLVWD Olympic Pipeline and Annexation, Santa Cruz County
- SLVWD 2019 Pipeline Project, Santa Cruz County
- Ostwald Pipeline Permitting & Monitoring, Santa Clara County
- County of Monterey On-Call Environmental Services, Monterey County
- Carmel River Floodplain Restoration and Environmental Enhancement Project EIR/EA, Monterey County
- Carmel Lagoon Ecosystem Protection Barrier (EPB), Scenic Road Protection Structure (SRPS), & Interim Sandbar Management Plan (ISMP) EIR/EA, Monterey County

DENISE DUFFY & ASSOCIATES – KEY PERSONNEL

Leianne Humble

Senior Project Manager/
Planner



EDUCATION

Bachelor of Arts, Environmental
Studies, University of California
Santa Cruz

PROFESSIONAL AFFILIATIONS

Association of Environmental
Professionals

OVERVIEW:

Leianne Humble has been a professional consultant in the environmental field for 26 years. The majority of her work experience focuses on the management and preparation of environmental assessments for projects in the San Francisco Bay Area, San Mateo County, and Monterey County areas. Ms. Humble is an expert at completing environmental evaluations in accordance with local, CEQA, CEQA-Plus, and NEPA requirements and the latest planning practices and case law. She has experience with a broad range of projects. As a project manager, Ms. Humble is responsible for on-going management of technical report preparation, sub-consultant management, QA/QC review, and schedule/ budget management.

TECHNICAL CAPABILITIES:

- Expert skills in all aspects of environmental evaluation and review.
- Environmental analysis in accordance with CEQA, CEQA-Plus, and NEPA requirements – from Categorical Exemptions/Exclusions to Environmental Impact Reports.
- Accomplished in formulating detailed responses to public comments, completing mitigation monitoring plans, and preparing legal findings and resolutions.
- Decades of experience preparing legal notices, providing public presentations, and clarifying technical and procedural issues associated with the environmental process.
- Long work history on a broad range of projects including commercial, industrial, residential, public service facilities, and mixed-use development as well as planning documents such as general and specific plans.
- Oversight, management, and review of technical subconsultants and project level technical studies.
- Editing of in-house documents to assure clarity, accuracy, and legal defensibility.

SELECTED PROJECT EXPERIENCE:

- San Jose Water Company Master On-Call Services Agreement, Santa Clara County
- Marina Coast Water District On-Call, Monterey County
- SLVWD Quail Hollow Pipeline Replacement, Santa Cruz County
- SLVWD Olympic Pipeline and Annexation, Santa Cruz County
- Springfield Water Systems Improvement Project IS/MND, Moss Landing
- City of San José Master Contract for Various Projects, San José
- Rodeo Gulch Trunk Sewer Upgrades IS/MND, Santa Cruz County
- Santa Clara Valley Water District Montevina Water Treatment Plant Improvement Project EIR, Santa Clara County
- San Jose Water Company Mireval Tank Replacement IS/MND, Santa Clara County
- Rinconada Wastewater Treatment Plant, San Jose

DENISE DUFFY & ASSOCIATES – KEY PERSONNEL

Diana Staines, AICP
Deputy Project Manager/
Environmental Planner



EDUCATION

Bachelor of Science, Environmental
Management and Protection, Minor
in City and Regional Planning,
California Polytechnic State University

PROFESSIONAL AFFILIATIONS

American Institute of Certified
Planners (AICP)

Association of Environmental
Professionals

OVERVIEW:

Ms. Diana Staines is a Deputy Project Manager and Planner with ten years of experience in the environmental field working with private and public entities. Her experience includes expertise in land use permitting, regulatory compliance, and environmental review. In addition, Ms. Staines has contributed to the preparation of CEQA documents, including Initial Studies, Environmental Impact Reports, Addenda, exemptions, and other environmental and regulatory deliverables. Her responsibilities as Deputy Project Manager include supporting projects with CEQA/NEPA document preparation, entitlements, mitigation compliance, and government and public outreach. Ms. Staines has extensive experience in the environmental review and permitting of municipal water. Using her interdisciplinary background in various environmental topics and issues, Ms. Staines is a valuable contributor to DD&A's success.

TECHNICAL CAPABILITIES:

- Proficiency in the preparation of CEQA and NEPA documents, including Exemptions, Initial Studies, CEQA Addenda, and Environmental Impact Reports.
- Experience preparing and submitting various types of project applications to regulatory agencies, including Development Plans, Land Use Permits, and Grading and Building Permits.
- Experience in the use of Geographic Information Systems (GIS) software to create maps and display data for use in technical reports and application submittal packages.
- Experience preparing and regularly updating regulatory compliance plans and databases in order to maintain mitigation compliance for clients.
- Skilled in maintaining communication with clients and subconsultants in order to achieve project goals and deadlines.

SELECTED PROJECT EXPERIENCE:

- Marina Coast Water District On-Call, Monterey County
- Springfield Water System Improvements Project IS/MND, Moss Landing
- Seaside Groundwater Basin Aquifer Storage and Recovery EIR Addendum, Monterey County
- Pure Water Monterey Groundwater Replenishment Project EIR, Monterey County
- San Benito County On-Call Services, San Benito County
- County of Monterey HCD Contract Planning, Monterey County
- Carmel Area Wastewater District On-Call, Monterey County
- Carmel River Floodplain Restoration & Environmental Enhancement Project EIR/EA, Monterey County
- Carmel Lagoon Ecosystem Protection Barrier (EPB), Scenic Road Protection Structure (SRPS), & Interim Sandbar Management Plan (ISMP) EIR/EA, Monterey County
- Eastwood Water Rights Change Petition EIR, Monterey County

DENISE DUFFY & ASSOCIATES – KEY PERSONNEL

Jami Colley

Senior Environmental
Scientist



EDUCATION

Bachelor of Science, Earth
Systems Science and Policy,
California State University
Monterey Bay

REGISTRATIONS & CERTIFICATIONS

USFWS Federal Recovery Permit -
California tiger salamander and
California red-legged frog
#TE-091857-0

CDFW Scientific Collection Permit
#SC-10092

CDFW Plant Voucher Collecting
Permit #2081[a]-20-026-V

40 Hour HAZWOPER Certification

Managing Habitats for California
Red-legged Frog Workshop,
Elkhorn Slough Coastal Training
Program

Rare Pond Species Workshop,
Elkhorn Slough Coastal Training
Program

Wetland Delineation Training,
Wetland Training Institute

Arctostaphylos Workshop, Jepson
Herbarium

Basic Botany Workshop, Jepson
Herbarium

Poaceae Workshop, Jepson
Herbarium

OVERVIEW:

Ms. Colley is a Senior Environmental Scientist with 17 years of experience working in the environmental field. At DD&A her responsibilities include managing and conducting biological and botanical field surveys and wetland delineations; preparation of biological reports, CEQA and NEPA documentation, restoration plans, and regulatory permit applications; pre-construction and construction-phase monitoring; and providing oversight and expert advice to assistant- and associate-level Natural Resources Division staff. Ms. Colley has experience working on various types of projects including residential and commercial development, habitat restoration, transportation, water and wastewater infrastructure, educational facilities, and military facility cleanup.

TECHNICAL CAPABILITIES:

- Experience preparing biological reports in accordance with CEQA and NEPA requirements and local, state, and federal policies and regulations, including the federal and state Endangered Species Acts.
- Expertise in conducting botanical surveys, including focused surveys for special-status plants such as sand gilia, Monterey spineflower, seaside bird's-beak, Yadon's piperia, Pacific Grove clover, and Congdon's tarplant.
- Proficiency in conducting presence/absence surveys for California tiger salamander and California red-legged frog, American badger, Monterey dusky-footed woodrat, nesting birds, Smith's blue butterfly habitat, and western bumble bee.
- Experience working closely with resource and regulatory agencies in permitting projects of varying size and complexity, including the CDFW, USFWS, NMFS, Caltrans, RWQCB, ACOE, NRCS, and California Coastal Commission.
- Experience providing construction-phase biological monitoring and biological trainings to inform construction crews of the sensitive resources present within project sites, including ten years as the lead biologist providing biological support services for the cleanup of the inland ranges of the former Fort Ord Army Base in Monterey County.

SELECTED PROJECT EXPERIENCE:

- Springfield Water System Improvements Project IS/MND, Monterey County
- Pure Water Monterey Groundwater Replenishment Project EIR, Monterey County
- County of Monterey On-Call Environmental Services, Monterey County
- San Benito County On-Call Services, San Benito County
- City of Monterey On-Call Biological Services, Monterey
- CSUMB On-Call, Monterey County
- Fort Ord Dunes State Park Campground Project IS/MND, Monterey County
- Carmel River Floodplain Restoration & Environmental Enhancement Project EIR/EA, Monterey County

DENISE DUFFY & ASSOCIATES – KEY PERSONNEL

Patric Krabacher

Deputy Project Manager/
Environmental Scientist/
Arborist



OVERVIEW:

Patric Krabacher is a Deputy Project Manager, Environmental Scientist, and certified Arborist with nine years of experience working in the environmental field. His responsibilities at DD&A include tree inventories and obtaining tree related permits; collection of GPS data and aerial imagery using drone technology; conducting biological surveys; pre-construction and construction-phase biological monitoring; preparation of technical reports, Mitigation Monitoring and Restoration Plans, CEQA/NEPA documentation, and regulatory permit applications; and GIS analysis and preparation of graphics. Mr. Krabacher has received formal training as an arborist, botanist, and a wildlife biologist in California, including the use of taxonomic manuals to expand his working knowledge in vernal pool, wetland, maritime chaparral, redwood forest and coastal grassland ecosystems. He has worked closely with engineers and landscape designers to preserve and protect established urban and natural forests. Additionally, Mr. Krabacher has conducted biological surveys and tree surveys for a variety of project types including water and wastewater infrastructure, transportation, and residential and commercial development.

TECHNICAL CAPABILITIES:

- Expertise in botanical evaluations, including rare and endangered plant surveys, habitat evaluations, and wetland delineations.
- Certified Arborist with experience preparing tree management plans and conducting arborist surveys.
- Extensive experience conducting biological monitoring, pre-construction wildlife surveys, and biological training seminars for construction crews and other project team members.
- Experience in restoration/natural resource management, including activities involving the reclamation of former military lands and other disturbed site restoration, herbicide treatment, and permit acquisition.
- Experience gathering and processing survey grade aerial datasets including orthomosaic, NDVI, three-dimensional elevation models, and point clouds.
- Experience with ArcGIS, Trimble, TerraSync, Microsoft Excel, Microsoft Access, locating and interpreting data, organization of data, habitat mapping, seed transfer zone delineation, and wildlife habitat range determination.
- Experience in preparing scopes and keeping projects within established budgets and timeframes.

EDUCATION

Bachelor of Science, Environmental Sciences, Northern Arizona University, Flagstaff

PROFESSIONAL AFFILIATIONS

International Society of Arborists

California Native Plant Society - Monterey Chapter

California Native Grasslands Association

California Society for Ecological Restoration

REGISTRATIONS & CERTIFICATIONS

ISA Certified Arborist #WE-11759A

FAA Part 107 License #4439644

USFWS Federal Recovery Permit - California tiger salamander and California red-legged frog #TE-091857-0

CDFW Scientific Collection Permit #SC-13586

CDFW Plant Voucher Collecting Permit 2081[a]-20-023-V

40 Hour HAZWOPER Certification

Wetland Delineation Seminar, Jepson Herbarium

CPR/First Aide Certified

SELECTED PROJECT EXPERIENCE:

- San Jose Water Company Master Agreement
- Marina Coast Water District On-Call, Monterey County
- Ostwald Pipeline Permitting & Monitoring, Santa Clara County
- Rodeo Gulch Pipeline Project, Monterey County
- Monterey Peninsula Water Supply Project, Monterey County
- Pure Water Monterey Groundwater Replenishment Project, Monterey County
- Sea Haven Residential Project, Marina
- The Dunes at Monterey Bay Redevelopment Project, Marina
- Fort Ord Dunes State Park Campground Project, Monterey County

DENISE DUFFY & ASSOCIATES – KEY PERSONNEL

Robyn Simpson

Associate Planner



OVERVIEW:

Robyn Simpson is an Associate Planner with eight years of experience in the environmental field. Mr. Simpson has experience working on a variety of different project types including land use permitting and regulatory compliance and has worked on several environmental compliance projects involving water infrastructure improvements. He has contributed in the preparation of CEQA documents, including Initial Studies, Environmental Impact Reports, Mitigation Monitoring and Reporting Plans, and other environmental and regulatory deliverables. His responsibilities as Associate Planner include contributing to the preparation of CEQA documents, performing research tasks, preparation of supporting graphics, data analysis, organizing and facilitating public review of environmental documents, and providing comprehensive quality assurance/quality control for environmental documents.

TECHNICAL CAPABILITIES:

- Experience in the preparation of CEQA documents, including Exemptions, Initial Studies, Environmental Impact Reports, and Notices of Determination.
- Expertise in formatting documents to the highest professional standard.
- Experience creating high quality graphics in support of environmental documents.
- Expertise in maintaining continuous communication with clients and subconsultants in order to meet project goals and deadlines.
- Expertise in operating advanced computer software, including Microsoft Office Suite and Adobe Acrobat Professional Suite.

SELECTED PROJECT EXPERIENCE:

- San Jose Water Company Master On-Call Services Agreement, Santa Clara County
- SLVWD Quail Hollow Pipeline Replacement, Santa Cruz County
- Springfield Water System Improvements Project, Moss Landing
- MPWMD Monterey Pipeline Project, Monterey County
- Pure Water Monterey Groundwater Replenishment Project, Monterey County
- Carmel Area Wastewater District Annexation, Monterey County
- Corona Rd. Sewer Extension Project, Monterey County
- Tres Pinos Water District Wastewater Treatment Plant Upgrade Project, San Benito County
- Carmel Area Wastewater District On-Call, Monterey County
- San Benito County On-Call Services, San Benito County
- City of Monterey On-Call Environmental Services, Monterey
- City of Del Rey Oaks On-Call Contract Planning Services, Del Rey Oaks
- City of San José Master Contract, San José
- CSUMB On-Call, Monterey County
- Carmel River Floodplain Restoration & Environmental Enhancement EIR/EA
- Eastwood Water Rights Change Petition EIR, Monterey County

EDUCATION

Bachelor of Arts, Social and Behavioral Sciences, California State University Monterey Bay

CEQA Practioner Certificate, UC San Diego Extension

PROFESSIONAL AFFILIATIONS

Association of Environmental Professionals

REGISTRATIONS & CERTIFICATIONS

Continuing Education, CEQA Practitioner Certificate, UC San Diego Extension (In Progress)

DENISE DUFFY & ASSOCIATES – KEY PERSONNEL

Troy Lawson

Assistant Planner



EDUCATION

Master of City and Regional Planning, California Polytechnic State University

Bachelor of Science, Anthropology and Geography, California Polytechnic State University

PROFESSIONAL AFFILIATIONS

Association of Environmental Professionals

American Planning Association

OVERVIEW:

Troy Lawson is an Assistant Planner with five years of experience in the environmental field, with a multidisciplinary background in human ecology. Mr. Lawson has worked with public and private entities on a range of project types, including infrastructure, agriculture, coastal, and residential and commercial development. His responsibilities at DD&A include the preparation of environmental documentation, providing comprehensive quality assurance/quality control, research, data analysis, and graphics.

TECHNICAL CAPABILITIES:

- Experience in land use permitting projects and environmental review
- Experience preparing CEQA documentation, including Initial Studies/Mitigated Negative Declarations, Notices of Determination, and Categorical Exemptions
- Expertise in cartography using ArcGIS and Adobe Creative Suite
- Expertise in Microsoft Office Suite
- Skilled in technical writing and editing

SELECTED PROJECT EXPERIENCE:

- City of Del Rey Oaks On-Call Contract Planning Services, Del Rey Oaks
- East Garrison Demolition Project, Monterey County
- Susan St. Agricultural Employee Farm Worker Housing, Pajaro
- Del Monte Boulevard Extension Project, Marina
- Pfeiffer Big Sur Campground Cabin Project, Monterey County
- 630 Laurelwood Digital Sign & Relocation Project, Santa Clara
- CSUMB Phased Wildfire Fuel Reduction and Protective Measures Project, Seaside and Marina
- Carmel Lagoon Ecosystem Protection Barrier (EPB), Scenic Road Protection Structure (SRPS), & Interim Sandbar Management Plan (ISMP), Monterey County
- 19 North Second Street Mixed-Use, San José
- Eterna Tower Residential Development, San José
- Tobias Farms Agricultural Storage Structure Project, San Benito
- Cal Poly Pier Facility Plan, San Luis Obispo
- Estrella Youth Correctional Facility Reuse Project, El Paso de Robles
- McFarland 2040 General Plan Update, McFarland
- Monterey Peninsula Water Supply Project, City of Marina, USACOE, California Coastal Commission
 - Aquifer Storage & Recovery 5 & 6, City of Seaside
 - Carmel Valley Pump Station, County of Monterey
 - Marina Ponds, County of Monterey
 - Subsurface Slant Wells Project
- Ray Water Project, Ray Water Company
- Camp Loma Mar Water System Project, YMCA East Bay

DENISE DUFFY & ASSOCIATES – ADDITIONAL PERSONNEL

Erika Lougee

Assistant Environmental
Scientist



EDUCATION

Bachelor of Environmental Science,
University of California Santa Cruz

OVERVIEW:

Erika 'Rikki' Lougee is new to Denise Duffy & Associates. Rikki is a recent graduate from UC Santa Cruz, with several years of experience working with both public and private entities. She is a recipient of the Kenneth S. Norris Center for Natural History grant which funded the development of interpretive signage for UC Santa Cruz's Arboretum and Botanical Garden.

TECHNICAL CAPABILITIES:

- Experience in conducting field surveys and overseeing long-term monitoring studies for rare and endangered flora and fauna.
- Proficient in treatment of invasive plants via manual, mechanical, and chemical treatments.
- Excellent at communicating with senior staff.
- Experienced in conducting fuel management and habitat restoration throughout large park units.
- Proficient in data entry, analysis, and preparation of technical reports.
- Experience with use of power tools (e.g., chainsaws and brush cutters).
- Proficient in ArcGIS, ArcMap, and Microsoft Office Suite.

SELECTED PROJECT EXPERIENCE:

- DMC Subsidence Correction Project, Monterey County
- Rare Species Mapping, California State Parks
- Habitat Mapping, California State Parks
- Construction Monitoring and Compliance, Jodi McGraw Consulting



Stella D'Oro, MA, RPA

Project Management
Native American Consultation

Stella D'Oro, a staff member at Albion since 2004, is an archaeologist with over 15 years of cultural resources management experience throughout California. Ms. D'Oro is familiar with Section 106 and AB 52 regulations and regularly conducts Native American consultation for various state and federal agencies. She also coordinates with Native American groups whenever projects require Native American monitors. Ms. D'Oro meets the Secretary of the Interior's Standards for precolonial archaeology. In her role at Albion, Ms. D'Oro also assesses archaeological finds in the context of clients' legal responsibilities under local, state (CEQA), or federal (Section 106) regulations. She is a Registered Professional Archaeologist.

Ms. D'Oro implements and manages a variety of cultural resource projects including several site monitoring programs. She is skilled at collaborating with construction managers and designers on projects, interpreting soils and geotechnical reports, conducting infield evaluations of cultural resources, and working in conjunction with Native American monitors, and writing reports. She is also an experienced field archaeologist, field surveyor, excavator, and site recorder.

Ms. D'Oro also provides Geographic Information Systems (GIS) and graphic design services. She holds a certificate in GIS from San Jose State University. Her duties include managing and analyzing geographic data, using GIS and other graphic software, to create maps and figures.

KEY PROJECTS

2022: Weber Hayes and Associates, Santa Cruz Library

Phase I Study following CEQA guidelines.

2022: JT Magen, Equinix Data Center

Extended Phase I Study and monitoring following CEQA guidelines.



Contact

sdoro@albionenvironmental.com
(831) 345-7504 mobile

Expertise

Native American Consultation
GIS Specialization
Precolonial Archaeology
Graphics Specialization
Project Management
Field Management

Education

MA, Anthropology, San Jose State University, 2009.

BA, Anthropology, University of California, Santa Cruz, CA, 2006.

Certificate, Cabrillo College Archaeology Technology Program, Cabrillo College, Aptos, CA 2005.

AS, Cabrillo College Multimedia Program, Cabrillo College, Aptos, CA 1999.

Erin L. Steiner, P.E., G.E., Principal Engineer, has over 20 years of experience in geotechnical engineering. Ms. Steiner has performed geotechnical investigations for commercial, public works, educational and residential projects throughout the San Francisco Bay Area and California. She has significant experience in earthwork and mass grading operations, field investigations and foundation design, excavation shoring and dewatering, soil stabilization, pavement design and rehabilitation, ground improvement, slope stability, and liquefaction potential.

Ms. Steiner has been involved in a wide variety of civil and geotechnical engineering projects. Included in her background is the design and analysis of both shallow and deep foundations for complex projects, including shallow footings, conventional and post-tension mats, driven piles, augercast piles, and drilled shafts.

Select Project Experience

Ms. Steiner's representative experience includes the following projects.

- Pillar Point Retail ADA Restrooms, Half Moon Bay, CA
- Stanford Department of Project Management, Stanford in Redwood City, Broadway Street and Douglas and 2nd Avenues, Redwood City, CA
- Facebook MPK 22 and Classic Campus, Menlo Park, CA
- Gilead, New Office Buildings 357, and 324, Foster City, CA
- Pedestrian Paths – College Eight to Oakes Road, University of California, Santa Cruz
- Stanford University, Center for Academic Medicine (CAM), Neurosciences Institute and Chem-H, BMI, Stanford, CA
- Pacific Bay Vistas, San Bruno, CA
- Moffett Park, Sunnyvale, CA
- Garden City Casino Project, San Jose, CA
- Moffett Towers, Mountain View, CA
- Sand Hill Road Rosewood Hotel, Menlo Park, CA
- Netflix Buildings (Los Gatos Gateway), Los Gatos, CA
- Burlingame Intermediate School New Gym, Burlingame, CA
- Menlo Park Community Center, Menlo Park, CA
- San Lorenzo Valley Middle School Improvements, Felton, CA
- Burlingame Intermediate School New Gym, Burlingame, CA
- Quail Hollow Campus Portables, Ben Lomond, CA
- Junipero Serra Elementary School Modernization and Expansion, San Francisco, CA

Education

Bachelor of Science, Civil Engineering,
Cal Poly State University, San Luis
Obispo, 2002

Professional Registrations

Registered Civil Engineer: No. 69181,
State of California
Registered Geotechnical Engineer:
No. 2910, State of California

Registered Civil Engineer: No. 020584,
State of Nevada
Registered Civil Engineer: No. 50308,
State of Arizona

Professional Organizations

American Society of Civil Engineers
(ASCE)
Structural Engineers Associates of
Northern California (SEAONC)
American Public Works Association
(APWA)

REPRESENTATIVE PROJECT EXPERIENCE

SAN JOSE WATER COMPANY MASTER AGREEMENT

Santa Clara County, California – 2018 to Present

In early 2018, DD&A entered into a new Master Agreement to provide environmental services to the San Jose Water Company (SJWC), the primary water supply company to the City of San Jose, Morgan Hill, Cupertino, and various other municipalities in Santa Clara County. Prior to 2018, DD&A contracted with SJWC on multiple projects to provide environmental compliance services, and maintained strong professional relationships with key staff.

DD&A provided services to SJWC that consist of compiling CEQA compliance documents and conducting biological assessments, wetland delineations, habitat mapping, biological surveys, mitigation monitoring, and regulatory permitting assistance. In recent years, DD&A completed the CEQA review, including biological resource evaluations, for the Montevina Water Treatment Plant Improvements EIR, Ostwald Waterline Replacement IS/MND, Lake Ranch Reservoir Outlet Improvements IS/MND, Mireval Station Tank Replacement IS/MND, and the Saratoga Hills Station Water Tanks Automated Disinfectant Boosting System IS/MND.

DD&A prepared and procured all relevant regulatory permitting documents for the Lake Ranch Reservoir Outlet Improvements and the Ostwald Waterline Replacement projects, both in the Santa Cruz Mountains. Biological Assessments were prepared by DD&A for both projects to comply with Federal Endangered Species Act, through Section 7 consultation. DD&A provided construction-phase biological mitigation and monitoring support for the Lake Ranch Reservoir Outlet Improvements and Ostwald Waterline Replacement projects, including tracking all relevant CEQA/regulatory permitting mitigation, monitoring, and reporting for all phases of construction. DD&A has also prepared Riparian Corridor Assessments for several sump station improvement projects within the City of San Jose. These reports evaluate the proposed SJWC sump improvement projects to determine if the projects are consistent with the City of San José Riparian Corridor Protection and Bird-Safe Building Council Policy 6-34, as well as the Santa Clara Valley Habitat Plan, Condition 11.



Lead Agency: San Jose Water Company

Contact: Ed Lambing, (408) 279-7876

PURE WATER MONTEREY GROUNDWATER REPLENISHMENT PROJECT Monterey County, California – 2013 to 2022

DD&A provided CEQA compliance and permitting services for the Pure Water Monterey/Groundwater Replenishment Project. Environmental services included the preparation of an EIR and Addenda, CEQA-Plus documentation, and mitigation monitoring and construction monitoring services for Monterey One Water (M1W). The purpose of this project was to provide high quality replacement water for existing urban supplies, and an enhanced agricultural irrigation component that would increase the amount of recycled water available to the existing Castroville Seawater Intrusion Project. The project also provided a new source of indirect potable water for the Monterey Peninsula. The project included an Advanced Water Purification Facility, approximately five miles of pipeline, injection wells, and diversion facilities and water sources from municipal wastewater, industrial wastewater, urban stormwater runoff, and surface water diversions.



DD&A continues to provide environmental compliance services and oversees coordination with the SWRCB-Division of Financial Assistance and U.S. EPA staff related to the project's compliance with relevant federal laws. DD&A is responsible for coordination of the federal and state permitting effort, working with key regulatory agencies. Of note, DD&A coordinated consultation between the U.S. EPA and USFWS for Section 7 of the Endangered Species Act, and for the SWRCB to act as the federal lead for Section 106 of the National Historic Properties Act consultation. Additionally, DD&A provided pre-construction biological survey and construction-phase monitoring services for the project.

Recently, the EIR and EIR Addenda collectively won the statewide award for Outstanding Environmental Analysis Document from the Association of Environmental Professionals (AEP). The AEP lauded the Pure Water Monterey/Groundwater Replenishment Project EIR as excelling "in its originality and approach" and for having "laid the groundwork and sketched out the possibilities of what would ultimately become a model for the future of purified water projects."

Lead Agency: Monterey One Water

Contact: Mike McCoullough, (831) 372-3367

DD&A Budget: \$2,500,000+ (Multiple Project Phases)

Completed Within Allotted Budget/Schedule? Yes

OLYMPIA ANNEXATION & PIPELINE IMPROVEMENT PROJECT

San Lorenzo Valley, California – 2011 - 2012

DD&A prepared the Initial Study/Mitigated Negative Declaration (IS/MND) for the Olympia Annexation and Pipeline Improvement Project on behalf of the San Lorenzo Valley Water District. The project proposed to expand the District's service boundary to absorb the former Olympia Mutual Water Company's service area and provide associated water distribution system improvements. The purpose of the project was to provide greater water reliability and a diversified water portfolio to the District, as well as increase the reliability and water quality of the former customers of the Olympia Mutual Water Company.



The project required State Revolving Fund funding and the IS/MND incorporated CEQA-Plus review, which included additional regulatory processes to satisfy NEPA regulations. DD&A evaluated the project's compliance with the relevant regulatory requirements including those of the Endangered Species Act, National Historic Preservation Act, Clean Water Act, Floodplain Management Executive Order 11988, Local Agency Formation Commission (LAFCO), and the Source Water Protection Act in addition to the CEQA thresholds. DD&A identified significant impacts in the areas of biological resources and construction-related noise effects and presented appropriate mitigation to reduce these impacts to a less than significant level. Additionally, DD&A provided biological resources consulting services in support of the project.

DD&A worked closely with District staff throughout the course of the project. DD&A worked tirelessly to ensure that all project schedule milestones were met throughout the environmental review process. DD&A was able to complete the required services for the project under the agreed-upon schedule and budget.

Lead Agency: San Lorenzo Valley Water District

Contact: Rick Rogers, District Manager, (831) 338-2153

DD&A Budget: \$35,000

Completed Within Allotted Budget/Schedule? Yes

ADDITIONAL RELEVANT EXPERIENCE

In addition to the projects listed above, DD&A has substantially more project experience relevant to the environmental consulting services for the Proposed Project. This includes working directly with the District on such projects as the Lompico Water Tanks, the Nina and Ralston Tank Replacement Projects, and the Quail Hollow Pipeline Project. DD&A has also worked with the Santa Cruz County Sanitation Department, the Pajaro Sunny Mesa Community Services District, San Jose Water Company, California-American Water, and other water agencies. DD&A would be pleased to present the District with additional project write-ups if requested.

DD&A has provided the following additional client references for the District's consideration:

Lead Agency: Valley Water District

Contact: Mike Coleman, (408) 630-3096

Lead Agency: San Jose Water Company

Contact: Ed Lambing, (408) 279-7876 and Scott Hoffman, (408) 918-7296

Lead Agency: California-American Water

Contact: Tim O'Halloran, (831) 646-3291

Lead Agency: Pajaro Sunny Mesa Community Services District

Contact: Judith Vazquez, (831) 722-1389

Lead Agency: Marina Coast Water District

Contact: Patric Breen, (831) 883-5951

EXCEPTIONS TO THE RFP

DD&A has fully read and reviewed the District's RFP. DD&A takes no exception to any of the contents of the RFP.

SCOPE OF WORK

This section of DD&A's submittal contains our proposed scope of work. DD&A prepared this scope of work based on our prior knowledge and experience working on similar projects throughout the region. This scope of work presents DD&A's comprehensive understanding of the District's requirements and clearly describes DD&A's proposed tasks and methodology to complete each identified task.

Task 1 – Project Initiation and Planning

This task consists of initial project review, planning, and consultation with the District and DD&A. The purpose of this task is to: 1) collect and review relevant background information related to the Proposed Project, 2) determine permitting needs and the level of CEQA analysis required, and 3) establish a work plan for completing the tasks described below. As part of this task, DD&A would evaluate existing environmental constraints, prepare a project timeline/schedule, coordinate logistics concerning format of products, determine permitting needs, and confirm the level of detail required for the environmental analysis. DD&A would also coordinate staff assignments and confirm communication protocols.

DD&A would use data gathered as part of this task to develop a comprehensive picture of the physical, technical, and environmental resources that the project may affect. DD&A would utilize this information to develop a comprehensive assessment of known environmental constraints affecting the area, as supplemented by project-specific information developed in subsequent tasks.

Deliverables: Work Plan, Preliminary Project Schedule, Communication Protocol.

Task 2 – Biological Resource Report

DD&A would conduct pre-survey research utilizing available resources including California Department of Fish and Wildlife's California Natural Diversity Data Base, California Native Plant Society lists, local experts, and other published and unpublished materials as related to CEQA and Santa Cruz County requirements. DD&A biologists would visit the site to assess the environmental conditions of the site and its surroundings. The field review would entail: 1) an evaluation and mapping of general and sensitive habitat features; 2) a wetland assessment; and 3) a determination regarding the presence/potential presence of sensitive biological resources within the Project Site and the local vicinity. There are multiple records of special-status species within and in the vicinity of the Project Site, however; the Biological Resources Report will inform the need for protocol-level surveys. Protocol-level wildlife surveys, a formal wetland delineation, and focused spring/summer surveys for rare plant species are not included in this scope. DD&A is available to conduct these additional surveys if necessary; however, an add-on to the scope would be required.

DD&A would prepare a Biological Resources Report to satisfy the reporting criteria necessary for the District and Santa Cruz County. The report would include documentation of the biological resources identified during the survey or with the potential to occur within the Project Area. The report would also include an assessment of potential impacts of the Proposed Project with associated mitigation, as necessary, to reduce impacts.

The Biological Resources Report will also provide a determination on which regulatory permits may be required. Desktop analysis of the Proposed Project parcel identifies a portion of Shingle Mill Creek intersects the southwestern corner of the parcel. Based on our professional experience and knowledge of the regulatory agency permitting process, the following permits may be required if it is determined that the Proposed Project will impact these agency jurisdictions:

- U.S. Army Corps of Engineers – Section 404, placement of fill within Waters of the U.S.
- Regional Water Quality Control Board – Section 401, placement of fill within Waters of the State.
- California Department of Fish and Wildlife (CDFW) – 1602 Lake and Streambed Alteration Agreement, alteration of a streambed.

Results of the Biological Resources Report would be incorporated into draft and final letter reports.

Deliverables: Biological Resources Report.

Task 3 – Cultural Resource Surveys

DD&A, through Albion Environmental Inc. (Albion), would perform a cultural resources records search through the Northwest Information Center (NWIC) of the California Historic Resources Information System (CHRIS), located at Sonoma State University. The records search would include a review of NWIC base-maps and GIS digital database in relation to the Project Area and records search extent, as available.

Additional research may include review of the following: California Built Environment Resource Directory (BERD), National Register, California Register, County and City Listings, Caltrans Bridge Inventory, online GIS data, Historical Societies and similar institutions, review of City and County General Plans and EIRs, and any information relevant to determining archaeological sensitivity. Results of the CHRIS records search and background research would be incorporated into draft and final letter reports communicating findings and recommendations to the District. This scope also includes a review of geology, hydrology, and soils; a pedestrian survey of the Project Area; and, as an optional task, Native American Assembly Bill 52 Consultation on behalf of the lead agency, if requested.

Deliverables: Cultural Resources Literature Search.

Task 4 – Geotechnical Report

DD&A, through Cornerstone Earth Group Inc. (Cornerstone), will prepare a geotechnical report for the Proposed Project. Prior to analysis, the firm will review previous reports completed for the site and in the general vicinity. The engineering analysis phase of work will focus on developing site grading recommendations and geotechnical design parameters for foundations and pavement areas. The data obtained from the field investigation and the laboratory testing program will be utilized in the engineering analysis and IS/MND.

Following completion of the engineering analysis, an update to the previous report completed at the site will be prepared with the conclusions and recommendations. The report will include the following items:

- Site plan showing previous exploratory boring locations

- A detailed description of our findings and recommendations, including Seismic Design Parameters in accordance with the 2019 CBC and ASCE 7-16.

Cornerstone recommends an additional field exploration to be completed since the tank size will have doubled since the previous report and analysis was completed for the site in 2016. Cornerstone is available to complete the following additional services, if requested. As an optional task, to further explore subsurface conditions, Cornerstone can drill, log, and sample one exploratory boring at the site to collect soil samples for visual classification and exploratory testing, if requested.

Deliverables: Geotechnical Report.

Task 5 – Prepare Administrative Draft Initial Study

Under this task, DD&A would prepare the Initial Study/Mitigated Negative Declaration (IS/MND) for the Proposed Project. DD&A would initiate this task by reviewing pertinent information and existing reports identified during implementation of Task 1. The IS/MND would include an evaluation of direct and indirect, cumulative, and growth-inducing impacts. This task would identify potential environmental impacts of the Proposed Project using relevant criteria (i.e., thresholds of significance) in order to determine the level of impact for each identified issue area. The project impact section would present potentially significant impacts and identify mitigation that avoids or reduces impacts to a less-than-significant level. The key issues to be analyzed in the IS and the proposed methodology are presented below. DD&A anticipates that the IS will identify recommended mitigation measures to address the future implementation of the Proposed Project to provide a programmatic framework to address the direct and indirect effects of the Proposed Project. This will ensure that the CEQA documentation addresses the direct and indirect effects associated with implementation of the Proposed Project and future actions contemplated under the plan. Where practicable this will include a site-specific analysis.

Aesthetics. This section would evaluate future aesthetic related impacts associated with construction of the Proposed Project and would identify mitigation measures as necessary to reduce impacts to a less than significant level.

Air Quality. DD&A technical staff would prepare the air quality analysis for the Proposed Project using guidance of the Monterey Bay Air Resources District (MBARD) CEQA Guidelines and the California Emissions Estimator Model (CalEEMod). Primary air quality effects associated with the Proposed Project would include local and regional air quality from temporary emissions of criteria pollutants, ozone precursors, dust, and diesel exhaust from construction activities. Greenhouse gas emissions are addressed in the scope within a separate section below.

Biological Resources. As discussed in Task 2, DD&A's Natural Resource Division would prepare a biological report to be included as an appendix to the IS/MND. This section of the IS/MND would summarize the results of the biological investigation and will identify biological resources onsite and in the immediate vicinity. The IS/MND would include an identification of impacts and, if necessary, mitigation to lessen or avoid these impacts.

Cultural Resources/Tribal Cultural Resources. The IS/MND would summarize the potential for cultural resources related effects based on the analysis of the cultural literature search and review (under Task 3

above). In 2015 new revisions to the Public Resource Code and CEQA went into effect requiring that lead agencies consult with Native American tribes (AB 52). DD&A assumes that the District will conduct the notification process per AB 52 for the Proposed Project; however, DD&A, through Albion, is available to conduct this task, if requested.

Energy. The IS/MND would evaluate if the Proposed Project could result in potentially significant environmental impacts due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation. The IS/MND would also determine if the Proposed Project will conflict with or obstruct a State or local plan for renewable energy or energy efficiency.

Geology and Soils. The IS/MND would evaluate the soils and geologic characteristics at a programmatic level and identify corresponding mitigation measures to address potential future impacts associated with the Proposed Project (under Task 4 above). Cornerstone Environmental Group Inc. (Cornerstone) would prepare a geotechnical analysis and report to inform this section of the IS/MND. The IS/MND would describe the potential for seismicity, liquefaction, and soil hazards.

Greenhouse Gas Emissions (GHG). The IS/MND would address issues related to GHG using data generated by CalEEMod as described above under *Air Quality*. The IS/MND would quantify the GHG emissions to the extent practicable given the nature of the Proposed Project and identify compliance with adopted MBARD thresholds of significance, as well as State resources related to GHGs, including the California Climate Change Portal.

Hydrology and Water Quality. The IS/MND would describe the general hydrology and water quality characteristics of the region and area and assess potential hydrology impacts. This section would also assess the potential surface water quality impacts from future implementation of the Proposed Project. Mitigation and best management practices would be identified to avoid impacts. As described in the **Project Understanding and Approach** section of this proposal potential hydrology related impacts could include anticipated climate change, water quality issues, and secondary effects related to summer water temperature as a result of increased North System diversions or Fall Creek diversions.

Land Use and Planning. The land use section of the IS/MND would address the Proposed Project's consistency with relevant land use policies. In addition, this section would discuss the Proposed Project's compatibility with surrounding land uses.

Noise. This section would evaluate future noise related effects associated with implementation of the Proposed Project and would identify mitigation measures to address impacts.

Transportation. This section would evaluate future traffic related effects associated with the Proposed Project and would identify mitigation measures to address impacts under the plan.

Mandatory Findings of Significance. The IS/MND would address the mandatory findings of significance for the Proposed Project. Although the Proposed Project has the potential to result in some environmental impacts, it is expected that these impacts would be less-than-significant through implementation of project design considerations and mitigation measures.

Deliverables: Initial Study Assessment.

Task 6 – Prepare Draft IS/MND and Public Circulation

DD&A will revise the Administrative Draft IS/MND based on one set of comments received from the District. The revised IS/MND will be provided to the District for review. DD&A will incorporate all changes requested by the District into the Draft IS/MND and prepare the public circulation IS/MND. As part of this task, DD&A is available to upload the environmental documentation and noticing to the Office of Planning and Research (OPR) CEQA Submit system.¹ DD&A will also provide a copy in electronic PDF format to the Lead Agency, Project Manager and to responsible agencies. The document will be circulated for a public review period of 30 days, as required for state agency review. DD&A will prepare the Notice of Intent (NOI) to adopt a Mitigated Negative Declaration, which will be submitted to any responsible agency and commenting agency. The notice will be in electronic format and will be filed with the Santa Cruz County Clerk by the District. DD&A will also provide a compilation of the data sources cited in the IS/MND, to be provided electronically.

Deliverables: Draft IS/MND and notices.

Task 7 – Final IS, MMRP and Response to Comments

DD&A will respond to public comments received on the Public Draft IS/MND received during the 30-day public review period. DD&A, in consultation with the District, will prepare formal responses to these comments. The comment letters and responses, as well as any necessary changes to the text of the Public Draft IS/MND, will be incorporated into the Draft Final IS/MND and Draft Mitigation Monitoring and Reporting Program (MMRP) and submitted to the District for review and comment. DD&A will prepare an MMRP in accordance with CEQA (Section 21081.6). The MMRP will identify responsibility, timing, and reporting of mitigation measures. DD&A will follow applicable guidelines for form/content.

As part of this task, DD&A will provide the Notice of Determination (NOD) after final adoption of the IS/MND. This scope of work assumes that Lead Agency staff or legal counsel will be responsible for preparing all accompanying staff reports and resolutions. In addition, this scope assumes that the Lead Agency would file the NOD with the County Clerk and would be responsible for paying all required filing fees.

After receiving and incorporating comments from the District, DD&A will prepare the Final IS/MND and MMRP. DD&A will provide the Final IS/MND and MMRP in Adobe Acrobat (pdf) format.

Deliverables: Final IS/MND, Responses to Comments, Draft and Final Mitigation Monitoring and Reporting Programs

Task 8 - Project Meeting Attendance

As part of this task, DD&A would organize and facilitate a kick-off meeting for the Proposed Project.² At the kickoff meeting, DD&A and the District would decide on the scheduling and frequency of additional meetings for the Proposed Project, which would include at least one meeting prior to release of the

¹ Completion of this task would be dependent on the policies of the lead agency regarding responsibility for posting environmental documentation.

² Due to the extended COVID-19 pandemic, it is likely that all project meetings will be held virtually.

environmental documents. At this meeting, DD&A would present an executive summary of the findings of the environmental documents. DD&A would also be available to present and/or answer questions during public hearings for the Proposed Project, as required. For the purposes of this scope of work, DD&A estimates that a total of six meetings would be required throughout the course of the Proposed Project. DD&A would also be available to participate in additional meetings and hearings, to be billed on a time-and-materials basis upon request by the District.

Deliverables: None.

Assumptions: Meeting attendance by DD&A would be limited to presence at meetings and would not include scheduling, outreach, or preparation of materials.

Task 9 – Project Management and Quality Control

DD&A would provide project management services throughout the duration of the Proposed Project to ensure that key project deliverables are completed on schedule and within the contract amount. DD&A would routinely coordinate with District staff to provide monthly progress reports and invoicing services as part of this task. These progress reports would provide the opportunity for the District to conduct quality control reviews for work products throughout the course of the Proposed Project. DD&A would be in near-constant communication with the District's Project Manager regarding any issues that may affect the cost, progress, and/or schedule for the Proposed Project. DD&A would work closely with the District's Project Manager and clearly communicate the in-progress status of the Proposed Project on a regular basis.

Deliverables: Participation in meetings and/or conference calls.

Optional Task 10 – Wetland Delineation

DD&A will collect data within the Project Site according to the requirements set forth in The Field Guide for Wetland Delineation: 1987 Corps of Engineers Manual (Wetland Training Institute 1995) and the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Arid West Region. The field review will include evaluation of the hydrology, soils, and vegetation at several sampling locations within the Project Site. The data collected during the field surveys will be recorded on Wetland Determination Data Forms for the Arid West Region. GPS data will be taken at all sampling locations and around any identified potential wetland areas. The Draft Wetland Delineation Report will include the results of the field review. Data collected at each sampling point will be analyzed to determine if wetlands are present. Evidence of a minimum of one positive wetland indicator from each parameter (vegetation, soils, and hydrology) will be necessary in order to make a positive determination of wetlands potentially under the jurisdiction of the ACOE. The report will include maps of the survey locations and any identified wetlands, and all of the Wetland Determination Data Forms. DD&A will prepare the Final Wetland Delineation Report in response to one round of comments received from the District.

Deliverables: Wetland Delineation Report.

Optional Task 11 – Resource Agency Outreach and Coordination for Permit Acquisition

DD&A will prepare permit applications in signature-ready format. The Biological Resources Report and the Wetland Delineation prepared by DD&A will be submitted as supporting technical documents for the following permit applications:

- Clean Water Act Section 404 Permit (ACOE)
- Clean Water Act Section 401 Water Quality Certification (RWQCB)
- 1602 Lake and Streambed Alteration Agreement
- California Endangered Species Act Section 2081 Incidental Take Permit (for California tiger salamander)

DD&A will prepare the permit applications in signature-ready format. The District will be responsible for agreeing to and finalizing the permit conditions, executing the permit, and paying the permit application fees.

Following submittal, DD&A will coordinate with the agencies to determine if the applications are complete, respond to requests for additional information or materials, review project measures to avoid or minimize impacts, and identify additional permit conditions recommended for permit approval.

Deliverables: Signature-Ready Permit Applications.

Assumptions: Coordination with regulatory agencies is limited to one round of comments on the permit applications. Additional rounds of comments may require a budget amendment.

COST ESTIMATE

DD&A has prepared a budget spreadsheet with a task-by-task breakdown of proposed costs for each of the tasks identified above. Per the requirements of the District's RFP, this item is located in the **Project Budget** section of this proposal.

PROOF OF INSURANCE

DD&A has read and reviewed the insurance requirements listed in District's RFP. As evidenced in the attached example insurance certificate, DD&A carries insurance that meets or exceeds the District's requirements.³ Following contract approval, DD&A would deliver a certificate specifically naming the District as the holder and in fulfillment of all requirements listed in the District's RFP.

³ Please note that DD&A does not own any company vehicles. DD&A's commercial general liability instead provides for automobile coverage, within the minimum limits stated in the District's RFP.



CERTIFICATE OF LIABILITY INSURANCE

E & E Comm 10.10.22

Item # 378 (MM/DD/YYYY)

9/13/2022

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 OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | | |
|---|---|--|--|
| PRODUCER (HD) Heffernan Insurance Brokers 1350 Carback Avenue Walnut Creek CA 94596 | CONTACT NAME: Elizabeth Lee PHONE (A/C No. Ext): 925-448-2543 E-MAIL ADDRESS: elizabethl@heffins.com | | FAX (A/C, No): 925-934-8278 |
| | INSURER(S) AFFORDING COVERAGE | | |
| INSURED Denise Duffy & Associates, Inc. 947 Cass Street, Suite 5 Monterey CA 93940 | DENIDUF-02 | INSURER A : Citizens Insurance Company of America INSURER B : The Hanover American Insurance Company INSURER C : Continental Casualty Company INSURER D : INSURER E : INSURER F : | NAIC # 31534 36064 20443 |

COVERAGES **CERTIFICATE NUMBER: 88208759** **REVISION NUMBER:**

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.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (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 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | | OB3916991211 | 9/1/2022 | 9/1/2023 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$ |
| A | <input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY | | | OB3916991211 | 9/1/2022 | 9/1/2023 | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| A | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | | OB3916991211 | 9/1/2022 | 9/1/2023 | EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$ |
| B | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N | N/A | WZ3916990611 | 9/1/2022 | 9/1/2023 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000 |
| C | Professional Liability Pollution Incident Liability | | | EEH276198480 | 11/5/2021 | 11/5/2022 | PER CLAIM \$ 2,000,000 AGGREGATE \$ 2,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
For Proposal Purposes Only.

| | |
|---|---|
| CERTIFICATE HOLDER For Proposal Purposes Only | CANCELLATION 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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PROJECT BUDGET

The following section contains DD&A's total professional fee estimate for the Proposed Project. This includes a task-by-task breakdown of all costs associated with preparing the environmental documentation for the Proposed Project. All presented costs are in not-to-exceed format. This section also contains hourly rate sheet for all DD&A, Albion, and Cornerstone personnel. A tentative schedule for the Proposed Project is also provided per the specifications of the District's RFP.

**DD&A, Inc. Cost Estimate
Felton Heights Tank Replacement Project
September 28, 2022**

| Task | | Cost Per Task |
|---|---|------------------|
| 1 | Project Initiation and Planning | 1,868.00 |
| 2 | Biological Resource Report | 6,896.00 |
| 3 | Cultural Resource Surveys | 663.00 |
| 4 | Geotechnical Report | 663.00 |
| 5 | Prepare Administrative Draft Initial Study | 16,174.00 |
| 6 | Prepare Draft IS/MND and Public Circulation | 6,382.00 |
| 7 | Final IS, MMRP and Response to Comments | 4,290.00 |
| 8 | Project Meeting Attendance | 1,728.00 |
| 9 | Project Management and Quality Control | 2,988.00 |
| 10* | Wetland Delineation | 6,594.00 |
| 11* | Resource Agency Outreach and Coordination for Permit Acquisition | 6,212.00 |
| | Total Labor (without optional tasks) | \$ 41,652 |
| | Total Labor (including optional tasks #10 and #11) | \$ 54,458 |
| Subconsultants | | \$ 8,781 |
| | Albion Environmental, Inc.** | \$ 4,831 |
| | Cornerstone Earth Group*** | \$ 3,950 |
| Expenses | | \$ 1,550 |
| | Mileage (at current IRS mileage rate) | \$ 350 |
| | Miscellaneous (hardcopies, phone, fax, cellular, postage, courier etc.) | \$ 1,200 |
| Subtotal | | \$ 10,331 |
| Administration Fee | | \$ 1,550 |
| Total Budget | | \$ 53,533 |
| Total Budget (with optional tasks #10 and #11) | | \$ 66,339 |



Denise Duffy & Associates, Inc.

PLANNING AND ENVIRONMENTAL CONSULTING

2022 SCHEDULE OF RATES

| | |
|--|----------|
| Principal | \$242.00 |
| Senior Compliance Manager/Engineering Specialist | \$204.00 |
| Principal Planner | \$183.00 |
| Senior Project Manager | \$175.00 |
| Senior Botanist | \$162.00 |
| Senior Planner/Scientist II | \$161.00 |
| Project Manager | \$153.00 |
| Senior Planner/Scientist | \$142.00 |
| Assistant Project Manager | \$128.00 |
| Environmental Biologist | \$122.00 |
| Associate Planner/Scientist II | \$120.00 |
| Associate Planner/Scientist I | \$116.00 |
| Assistant Planner/Scientist II | \$108.00 |
| Assistant Planner/Scientist I | \$104.00 |
| GIS/Computer Specialist | \$111.00 |
| Administrative Manager | \$ 90.00 |
| Database/Designer/Graphics | \$ 85.00 |
| Planning Technician | \$ 77.00 |
| Field Technician | \$ 73.00 |
| Production Editor | \$ 80.00 |
| Administrative Assistant | \$ 70.00 |

Direct reimbursable costs associated with the execution of a project are charged at cost plus 15%. These expenses may include, but are not limited to: subconsultant services, printing and graphic charges, permits, filing fees, authorized travel charges, courier, postage, mileage and field supplies. Mileage will be charged at the current IRS mileage rate.

Above rates are effective through 12/31/2022 and may be adjusted thereafter.



RATES

Albion Environmental, Inc.
January 1, 2022

| Albion Labor Category | Personnel | 2022 Billing Rate |
|------------------------------|--------------------|------------------------------|
| Principal 4B | Sarah Nicchitta | \$ 149.23 |
| Principal 4B | Sarah Peelo | \$ 149.23 |
| Principal 3B | Jennifer Farquhar | \$ 137.57 |
| Principal 2C | Cristie Boone | \$ 131.76 |
| Senior Anthropologist 4B | James Sarmento | \$ 112.39 |
| Senior Archaeologist 7B | Doug Ross | \$ 137.57 |
| Senior Archaeologist 6D | Chelsea Blackmore | \$ 133.72 |
| Senior Archaeologist 5F | Reilly Murphy | \$ 125.95 |
| Senior Archaeologist 5C | Stella D'Oro | \$ 120.14 |
| Senior Archaeologist 3C | Michael Evans | \$ 108.49 |
| Senior Archaeologist 2B | Cris Lowgren | \$ 100.77 |
| Archaeologist 6D | Andrew Nicchitta | \$ 98.86 |
| Archaeologist 6D | Robert Johnson | \$ 98.86 |
| Archaeologist 6C | Lindsley Britton | \$ 96.91 |
| Archaeologist 6C | Christina Spellman | \$ 96.91 |
| Archaeologist 6B | Amanda Hill | \$ 94.96 |
| Archaeologist 6B | Ryan Phillip | \$ 94.96 |
| Archaeologist 5D | Matthew Manigault | \$ 91.07 |
| Archaeologist 5C | Brittney Biasi | \$ 89.12 |
| Archaeologist 5B | Paul Rigby | \$ 87.21 |
| Archaeologist 5A | Brenda Arjona | \$ 85.26 |
| Archaeologist 5A | Hannah Ehrlich | \$ 85.26 |
| Archaeological Tech 7A | Brandon Brown | \$ 77.50 |
| Archaeological Tech 7A | Kim Gordon | \$ 77.50 |
| Archaeological Tech 7A | Claire Tatlow | \$ 77.50 |
| Archaeological Tech 7A | MacKennah Tweedt | \$ 77.50 |
| GIS/Graphics 9A | Stella D'Oro | \$ 120.14 |



Hourly Fee Rates and Equipment Charges

Through December 31, 2022

| | |
|--|-------|
| Administrative Assistant | \$90 |
| Engineering Technician I | \$115 |
| Construction Services Administrator | \$125 |
| Engineering Technician II | \$134 |
| Technical Illustrator/CAD Operator | \$140 |
| Supervisory Technician | \$155 |
| Staff Engineer or Geologist | \$155 |
| Senior Supervisory Technician | \$170 |
| Senior Staff Engineer or Geologist | \$180 |
| Project Engineer or Geologist | \$195 |
| Principal Construction Services | \$195 |
| Senior Project Engineer or Geologist | \$215 |
| Principal Engineer or Geologist | \$255 |
| Senior Principal Engineer or Geologist | \$280 |

Charges for personnel will be made in accordance with the above rates. For field engineers, geologists and technicians, regular rates are normal workday construction hours (Monday through Friday). For time spent over 8 hours in a day, time spent after 5 p.m., time spent on swing shifts, and time spent on Saturdays by field personnel, overtime rates will be charged at 1.5 times the hourly rate. Work on Sundays and holidays and work in excess of 12 hours in one day will be charged at 2.0 times the hourly rate. Field rates are based on a 48-hour notice. For less than a 48-hour notice, a 10 percent surcharge will be added. All field personnel, vehicle and equipment charges are portal to portal. Reproduction of project documents will be charged as a project expense. The hourly rate for professional staff to attend legal proceedings will be 2.0 times the hourly rate specified above.

| Equipment Charges | | Geotechnical Laboratory Tests | | |
|------------------------------------|--|---|---------------|---------------|
| Vehicle | \$26 per hour | | Tests Run | Tests Run |
| Nuclear Density Gauge | \$10 per test | | During Normal | Outside |
| 55-Gallon Drum | \$95 each | | Workday Hours | Workday Hours |
| GPS Unit | \$85 per day | Compaction Curve | \$310 each | \$465 each |
| Hand Auger Equipment | \$45 per day | Compaction Check Point | \$155 each | \$235 each |
| Power Auger | \$100 per day | Plasticity Index | \$220 each | \$330 each |
| PDR-1000 Dust Meter (3) | \$300 per day, \$1000 per week, \$3500 per month | Sieve/Hydrometer | \$220 each | \$330 each |
| PID ppm | \$125 per day, \$550 per week, \$1750 per month | Moisture Content | \$6 each | \$9 each |
| PID ppb | \$150 per day, \$650 per week, \$1,950 per month | Moisture/Density | \$25 each | \$38 each |
| Air Pump | \$75 per day, \$350 per week, \$1000 per month | #200 Wash | \$50 each | \$75 each |
| Weather Station | \$75 per day, \$350 per week, \$1000 per month | Sieve < ¼ inch Liner (small) | \$115 each | \$170 each |
| Benkelman Beam | \$150 per day, \$700 per week, \$2500 per month | Sieve > ¼ inch Bucket (Large) | \$200 each | \$300 each |
| Double Ring Infiltrometer | \$100 per day | Lime Stability | \$330 each | \$495 each |
| Dynamic Cone | \$100 per day | Consolidation | \$390 each | \$600 each |
| Differential Pressure Gauge | \$45 per day | | | |
| Air Flow Sensors | \$45 per day | | | |
| Pressure Control Testing | \$250 per day | | | |
| Depth Sounder | \$40 per day | | | |
| Liner and Two Caps | \$10 each | | | |
| Core N One Sampler | \$45 each triplicate sample | | | |
| Core N One Handle | \$50 each | | | |
| Modeling Software | \$25 per hour | | | |
| Plotter | \$5 per plot | | | |
| Drone | \$50 per hour | | | |

Direct Expenses

Reimbursement for the direct expenses listed below incurred in connection with the Work will be billed at cost plus 18 percent.

- 1) Drillers, utility locators, laboratories, contractors, hygienists, and consultants
- 2) Rented vehicles, public transportation, tolls, and air flights
- 3) Permits and special fees, insurances and licenses required to perform Work
- 4) Computer programs and rented field equipment
- 5) Large volume copying of project documents
- 6) Maps, photographs, and environmental databases
- 7) Overnight or same day delivery charges
- 8) Copying or production of over-sized figures and plans

If personnel are assigned to a project 100 miles or more from an office, \$125 per diem per person allowance will be charged. Unless mutually agreed in writing, Cornerstone will hold samples collected during the performance of the Work no longer than thirty (30) calendar days after their date of collection; project samples requested to be held greater than thirty (30) calendar days will be billed at \$100 per every ninety (90) calendar days. If payment is not received within 30 days of invoice date, the samples will be discarded.

Payment

Payment for Work completed is due upon receipt of Cornerstone's statement. Fixed fee or lump sum services will be billed for the agreed fixed fee. A service charge of 1.5 percent per month will be charged on accounts not paid within 30 days.

Prevailing Wage

Client must notify Cornerstone in writing if the Work is subject to "prevailing wage" under local, state or federal laws. If a "prevailing wage" obligation exists, Cornerstone's hourly rates for technicians and staff engineers and geologists will be billed in accordance with our Prevailing Wage Hourly Rate Sheet

**DD&A, Inc. Tentative Schedule
Felton Heights Tank Replacement Project
September 28, 2022**

| Task | Oct '22 | Nov '22 | Dec '22 | Jan '23 | Feb '23 | Mar '23 | Apr '23 | May '23 | Jun '23 | Jul '23 | Aug'23 | Sep '23 |
|--|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|--------|---------|
| 1 Project Initiation and Planning | | | | | | | | | | | | |
| 2 Biological Resource Report | | | | | | | | | | | | |
| 3 Cultural Resource Surveys | | | | | | | | | | | | |
| 4 Geotechnical Report | | | | | | | | | | | | |
| 5 Prepare Administrative Draft Initial Study | | | | | | | | | | | | |
| 6 Prepare Draft IS/MND and Public Circulation | | | | | | | | | | | | |
| 7 Final IS, MMRP and Response to Comments | | | | | | | | | | | | |
| 8 Project Meeting Attendance | | | | | | | | | | | | |
| 9 Project Management and Quality Control | | | | | | | | | | | | |
| 10 (Optional) Wetland Delineation | | | | | | | | | | | | |
| 11 (Optional) Resource Agency Outreach and Coordination for Permit Acquisition | | | | | | | | | | | | |

PROPOSAL

FELTON HEIGHTS TANK REPLACEMENT

SUBMITTED TO

San Lorenzo Valley Water District
Carly Blanchard, Environmental Programs Manager
13060 Highway 9
Boulder Creek, California 95006
Submitted via email: cblanchard@slvwd.com

SEPTEMBER 28, 2022

SUBMITTED BY
SWCA Environmental Consultants
60 Stone Pine Road, Suite 100
Half Moon Bay, California 84019



ENVIRONMENTAL CONSULTANTS

Sound Science. Creative Solutions.®

60 Stone Pine Road, Suite 100
Half Moon Bay, California 94019
Tel 650.440.4160 Fax 650.440.4165
www.swca.com

September 28, 2022

Carly Blanchard, Environmental Programs Manager
San Lorenzo Valley Water District
13060 Highway 9
Boulder Creek, California 95006
Submitted via email: cblanchard@slvwd.com

Re: Felton Heights Tank Replacement – Technical Proposal

Dear Ms. Blanchard:

SWCA Environmental Consultants (SWCA) appreciates the opportunity to submit on the Felton Heights Tank Replacement (project), located at the end of Lost Acres Drive in the community of Felton. It is our understanding that this project involves preparation of an Initial Study to support the conclusion that a Mitigated Negative Declaration (MND) is the appropriate type of California Environmental Quality Act (CEQA) document for the project. Our scope of work reflects our familiarity with applicable plans and policies, our extensive experience conducting environmental review for similar projects, and a clear understanding of the key environmental and procedural issues likely to be associated with the project.

The contract will be managed from SWCA's Half Moon Bay Office under Project Manager / Senior Environmental Planner Bill Spain. Mr. Spain will lead the team with coordination and support from Assistant Project Manager Erica Rippe. Our planning team will be supported by internal SWCA technical specialists for the analysis of biological and cultural resources.

SWCA offers the size and stability of a larger company and the focus and responsiveness of a small local firm. Drawing on over 2 decades of experience providing environmental services in northern California, our team is intimately familiar with the nuances of preparing CEQA documents for water infrastructure. SWCA offers the ideal combination of local focus, bench strength, and technical expertise.

Thank you for providing us with the opportunity to work with you. SWCA Chief Financial Officer Denis Henry is authorized to represent our firm and can be reached at our corporate headquarters in Phoenix, Arizona at 20 East Thomas Road, Suite 1700, Phoenix, Arizona 85012. His phone number is (602) 274-3831 and email address is dhenry@swca.com. Project Manager Bill Spain can be reached at our Half Moon Bay office at the address and phone number in our letterhead or at bill.spain@swca.com. Please contact Mr. Spain if you have any questions regarding this proposal.

Sincerely,

Handwritten signature of Denis Henry in blue ink.

Denis Henry
Chief Financial Officer

Handwritten signature of Bill Spain in blue ink.

Bill Spain
Project Manager



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PROJECT DESCRIPTION AND APPROACH

PROJECT UNDERSTANDING

The Felton Heights Tank Replacement Project (project) involves construction of a new 120,000-gallon bolted steel water tank on Assessor's Parcel Number (APN) 064-210-37 in the community of Felton. The project site is an approximately 64.5-acre parcel, zoned Timber Production (TP). The project proposes replacement of the existing 10,000-gallon pine water tank at the end of Valhalla Way, which is currently considered inadequate to meet domestic water demand and provides limited fire flow.

The San Lorenzo Valley Water District (SLVWD) would act as the California Environmental Quality Act (CEQA) Lead Agency. The SLVWD proposes construction of a new water tank proposed to be 30 feet in diameter and 32 lineal feet in height with a capacity of 120,000 gallons located at the end of Lost Acres Drive. The new tank would be constructed in compliance with the California Fire Code and ensure adequate water supply for domestic use and emergency use for the Felton Heights neighborhood. The tank site will be fenced and the SLVWD is working with adjacent property owners on fence design and landscaping. The tank is proposed to be painted green to blend in with its surroundings and will sit on top of a concrete ring foundation.

Proposed improvements include: (1) site clearing, (2) grading of a new tank pad, (3) construction of permanent erosion control and stormwater runoff control facilities, (4) installation of a new bolted steel 120,000-gallon tank, (5) installation and connection of SCADA (supervisory control and data acquisition) components, (6) construction of required communications wiring, (7) inlet and outlet piping, (8) overflow control, (9) access improvements, and (10) fencing/gating of the site. A new 6-inch fire hydrant will be installed on the project site at the end of Lost Acres Drive to provide fire equipment access.

In 2013 the Felton Heights water system consolidated its operations and maintenance into the SLVWD. As part of the consolidation, Felton Heights Mutual Water residents agreed to a property-related charge to assist with the replacement of the Felton Heights water storage tank. While the tank replacement was

initially planned to begin shortly after consolidation, the SLVWD experienced delays centered around adequate tank sizing, location, and property acquisition. The SLVWD is currently in negotiations with the property owner.

APPROACH

PHASE 1. PROJECT MANAGEMENT AND KICK-OFF

SWCA staff will participate with SLVWD staff in one project kick-off meeting to discuss the project schedule, the approach to critical issues such as permitting, options for coordinating with the SLVWD throughout the Initial Study/Mitigated Negative Declaration (IS/MND) process, communication protocols, and other logistical items. This task includes virtual attendance by [SWCA Project Manager Bill Spain](#) and [Technical Advisor Jeffrey Little](#). We assume the kick-off meeting will not exceed 1 hour and will require 1 hour of preparation. Within 5 working days of project kick-off and site visit, SWCA will prepare a request for information (RFI) detailing the additional information needed from the SLVWD to develop the Project Description, analyses required for technical background studies, and information for the IS/MND.

Eight monthly virtual coordination calls not to exceed 1 hour are included as part of this phase.

Assumptions

- The kickoff meeting will be attended virtually by SWCA staff.
- Consolidated responses to the RFI will be provided by the SLVWD within 1 week and the project details will be stable once the analysis begins.
- SWCA's cost estimate assumes up to 42 hours will be required for project management (including eight monthly 1-hour check-in calls).

PHASE 2. CEQA ANALYSIS

Phase 2 includes preparation of the Project Description, Draft Initial Study/Mitigated Negative Declaration (IS/MND) and Mitigation and Monitoring Reporting Program (MMRP), and Final IS/MND).

Task 2.1. Project Description

The CEQA process will begin with preparation of a Project Description. SWCA will prepare a draft Project Description for review by the SLVWD within 30 days of the kick-off meeting.

Using information provided by the SLVWD to SWCA in addition to the RFI responses, the Project Description will include a thorough description of the project location, project site, and surrounding uses; the project objectives; a discussion of the regional and local environmental setting and existing land use and zoning designations; a comprehensive description of the proposed project; and a description of all proposed project characteristics and activities (construction, operation). The Project Description will identify all entitlements required for the proposed project and will include a discussion of the cumulative setting and cumulative projects based on an updated list provided by the SLVWD.

The draft Project Description will be based on the available project information and other documents, including the Felton Heights Water Mutual Consolidation Memo (2012), Felton Heights Water Mutual Property Related Charge Memo (2013), Lost Acres Water Tank Site (undated) and Topographic Map (undated), and Lost Acres Water Tank Site Geotechnical Investigation (2016).

Assumptions

- The SLVWD will conduct one round of review and comment on the draft Project Description. These comments will be vetted by the SLVWD and provided to SWCA in a consolidated format.

Task 2.2. Draft IS/MND and MMRP

SWCA will work closely with the SLVWD to prepare an IS/MND pursuant to State CEQA Guidelines Sections 15063 and 15070 et seq. We assume the IS/MND will evaluate all potential environmental effects associated with the project.

We assume the IS will show no substantial evidence of the project having a significant effect on the environment and will conclude that potentially significant impacts can be mitigated to a less-than-significant level. This would lead to a determination that an MND will be the appropriate level of environmental documentation. Preparation of the IS/MND will include a project description (see Task 2.1, above) and a preliminary assessment of all resource areas as required by State CEQA Guidelines Appendix G, as adopted in December 2018.

In addition to the background technical studies listed above in Task 2.1, SWCA analysis will consider the 1987 Felton Town Plan, Santa Cruz County General Plan, and Santa Cruz County Code. SWCA will also prepare a Biological Resources Technical Report (BRTR) (Phase 3) and Cultural Resources Technical Memo (Phase 4) upon receipt of a notice to proceed (NTP). Phases 3 and 4 would run concurrently, and all technical studies will be summarized in the Draft IS/MND. See the attached schedule regarding phase timing.

SWCA will prepare a draft MMRP pursuant to State CEQA Guidelines Section 15097. The MMRP will include each mitigation measure identified in the IS/MND, including the agency/department responsible for ensuring compliance, the timing/method of implementation/verification, and the compliance verification.

SWCA will review SLVWD's consolidated comments on the Administrative Draft IS/MND and MMRP and finalize both documents for circulation. The Administrative Draft and Draft IS/MND and MMRP documents will be provided electronically, both in Microsoft (MS) Word and Adobe PDF.

Upon receipt of consolidated comments from the SLVWD on the draft submittals, SWCA will finalize the IS/MND for a 30-day public review and circulation period (see Task 2.3 below). SWCA will provide the draft IS/MND electronically in Adobe PDF format to the SLVWD for distribution.

Assumptions

- No changes to the Project Description will be necessary after SLVWD's review.
- No site visit is required for CEQA documentation.
- The SLVWD will conduct one round of review and comment on the Administrative Draft IS/MND. These comments will be provided to SWCA in a consolidated fashion.
- The SLVWD will provide all necessary information in a timely manner to prepare the IS/MND per the schedule discussed during the kick-off meeting.
- Peer reviews of the applicant-prepared technical analyses are not included in this proposal, as these studies have or will be reviewed by SLVWD staff and assumed adequate for inclusion in the CEQA analysis.
- A cumulative project list will be provided by the SLVWD.

- Given the size of the project and minimal operational energy use, SWCA assumes a qualitative discussion of Air Quality and Greenhouse Gas Emissions will be adequate and no California Emissions Estimator Model (CalEEMod) analysis will be necessary.
- The operational noise is anticipated to be below the County of Santa Cruz (County) noise standards and a noise study is not included in this scope.
- The SLVWD is actively working with property owners on appropriate screening for the proposed tank, and a visual resources study is not included in this scope.
- A Phase I Environmental Site Assessment will be prepared as part of the land acquisition and is not included in this scope.
- The project would not exceed the 110 California Governor's Office of Planning Research (OPR) vehicle miles traveled (VMT) threshold guidance and, therefore, no Transportation Impact Analysis or VMT study is required.

Task 2.3. Public Notices: Notice of Intent to Adopt an MND, Notice of Completion, and Notice of Determination

SWCA will prepare a Notice of Intent to Adopt an MND (NOI) and Notice of Completion (NOC) for the State Clearinghouse. We assume the SLVWD will be responsible for developing the distribution list for all documents and will distribute the document and notices to interested parties.

Within 5 working days following the SLVWD's decision to approve the project and adopt the Final IS/MND and MMRP (Task 2.4), SWCA can assist the SLVWD with preparation of the Notice of Determination (NOD).

Assumptions

- The SLVWD will conduct one round of review of the NOI, NOC, and NOD.
- The SLVWD will be responsible for developing the public notice distribution list and will distribute the document to interested parties.
- The SLVWD will be responsible for filing, including payment of the filing fees, with the County Clerk's office.

Task 2.4. Final IS/MND and MMRP

At the close of the public review period, the SWCA team will review and categorize the comments received on the IS/MND during the 30-day public review period and coordinate with the SLVWD to develop a response strategy. As deemed appropriate, SWCA will prepare draft responses to public comments on the IS/MND, make any necessary clarifying text changes to the IS/MND and MMRP, and compile the Final IS/MND and MMRP.

Assumptions

- One conference call up to 1 hour in length will be held to develop a response strategy.
- The SLVWD will conduct one round of review on the of the Final IS/MND and MMRP.
- Up to 15 staff hours have been included to address public and agency comments.

Task 2.5. Public Hearing (Optional)

As part of an optional task, [Project Manager Bill Spain](#) can attend one virtual public hearing to respond to any questions regarding the environmental document and impact analysis/determinations.

Assumptions

- SWCA assumes 3 hours to prepare for the public hearing, including coordination with SLVWD staff.
- Mr. Spain will attend the virtual public hearing and the public hearing will not exceed 3 hours in length.
- SWCA will not prepare presentation materials to support the hearing.

PHASE 3. BIOLOGICAL RESOURCES SURVEYS

Phase 3 includes preparation of biological resources technical background studies and supporting documentation. Initiation of these technical background studies will not commence until after SWCA receives the RFI response to the data request and the SLVWD confirms the Preliminary Project Description (Task 2.1). The biological resources technical background studies and supporting documentation needed to prepare the IS/MND are described in Tasks 3.1 through 3.3.

Task 3.1. Background Research

To ensure we have current information regarding the special-status and rare plant and wildlife species with the potential to occur in the vicinity of the project, SWCA will run a query of available databases, including, but not limited to, the U.S. Fish and Wildlife Service (USFWS) Information for Planning and Consultation (IPaC), USFWS critical habitat information, USFWS National Wetland Inventory (NWI), U.S. Geological Survey (USGS) National Hydrography Dataset (NHD), California Natural Diversity Database (CNDDDB), and California Native Plant Society (CNPS) Inventory of Rare and Endangered Plants. SWCA will use this information to tailor comprehensive and efficient biological resource surveys.

Regarding U.S. Army Corps of Engineers (USACE), California Department of Fish and Wildlife (CDFW), and Regional Water Quality Control Board (RWQCB) agency coordination, SWCA's preliminary background research did not indicate that potentially jurisdictional water features are on-site or located within or immediately adjacent to the project area. Should any jurisdictional water features be identified during the biological resources survey, a separate scope and cost for permitting support can be provided.

Assumptions

- Up to 6 hours of staff time will be required to complete background research.
- If jurisdictional features are found on-site during the biological resources survey, a separate scope and cost estimate for USACE, CDFW, and RWQCB permitting would be prepared.

Task 3.2. Field Survey

SWCA will conduct a reconnaissance-level field survey to confirm presence or absence of conditions identified in the background review, including documenting habitat that may be present on-site and identifying any sensitive biological resources that may be subject to additional federal, state, or local regulations. The project site will be assessed using standard survey techniques, including primarily searching for potential habitat for special-status species. The field survey will serve to document existing plant communities and wildlife habitat within the proposed project area and the potential for occurrence of special-status species and important biological resources. Plant communities, wildlife habitat, potentially jurisdictional water features, and other potentially sensitive biological resources may be mapped using the Global Positioning System (GPS) or digitized from field maps into ArcGIS. Plant and animal species observed on-site during the survey will be recorded, and representative site photographs will be taken.

Assumptions

- SWCA will be provided reasonable access to the project site. This will include informing SWCA of any persons that biologists will need to contact in advance of or while visiting the site, ensuring all gates or other access points are unlocked or keys or codes are provided, and that site conditions are safe and secure.
- One SWCA biologist will conduct one 8-hour site visit, including travel time.
- The field survey does not include protocol-level surveys for rare and endangered species.
- The field survey does not include a formal wetland delineation.

Task 3.3. Biological Resources Technical Report

Following the background research (Task 3.1) and site visit (Task 3.2) SWCA will prepare a Biological Resources Technical Report (BRTR) detailing the existing biological resources at the project site. The BRTR will be sufficient to support the CEQA analysis and will include the following information:

1. an introduction and descriptions of the project location and environmental and regulatory setting;
2. a description of the methods used in the background research, field survey, and assessment of the potential for special-status species to occur;
3. a description of the results of the database (IPaC/CNDDDB/CNPS) searches and presence or likelihood of occurrence of biological resources within the project area, including, but not limited to, vegetation communities, wildlife habitats (including movement corridors and breeding habitats), potentially jurisdictional wetland features, and sensitive plant and wildlife populations; and
4. a discussion and list of recommended avoidance and minimization measures.

Assumptions

- Up to 35 hours will be required for preparation of the draft BRTR and an additional 3 hours to address one round of consolidated comments and revisions from the SLVWD.
- The BRTR will be submitted electronically; no printed documents will be required.
- The background research and site visit will commence upon receipt of the NTP following expected project kickoff in mid-October. The BRTR will be prepared immediately following the site visit.

PHASE 4. CULTURAL RESOURCES SURVEYS

Phase 4 involves the preparation of cultural resources technical background studies and supporting documentation. Initiation of these technical background studies will not commence until after SWCA receives the NTP. The cultural resources technical background studies and supporting documentation needed to prepare the IS/MND are described in Tasks 4.1 through 4.4.

Task 4.1. Records Search

SWCA will consult with the California Historical Resources Information System (CHRIS) at the Northwest Information Center (NWIC) at Sonoma State University to conduct a records search to identify known cultural resources and previous cultural resources investigations in or near the study area. The records search area will encompass the entire study area within a 0.25-mile buffer. This will identify all previous cultural resource investigations, known prehistoric or historic-era archaeological sites, and any resources listed or determined eligible National Register of Historic Places (NRHP) or California Register of Historical Resources (CRHR). Site locations will be plotted on USGS topographic quadrangles and copies of applicable site records and reports will be made available as necessary. SWCA will also review additional pertinent research on the history and prehistory of the area available.

Task 4.2. Native American Heritage Commission Outreach

SWCA will request a Sacred Lands File Search with the Native American Heritage Commission (NAHC) and will prepare and submit letters to the list of Native American contacts provided by the NAHC. Two follow-up calls will be made, and the results will be provided in the technical report.

Task 4.3. Field Survey

Two SWCA archaeologists, who meet the qualifications Secretary of the Interior's Professional Qualifications Standards (36 Code of Federal Regulations [CFR] Part 61) for Archaeologists, will conduct a site visit and survey the 64.5-acre parcel walking transects at 15 meters. SWCA assumes no cultural resources will be located during the survey.

Task 4.4. Cultural Resources Technical Memo

Upon completion of the above task, SWCA will prepare a cultural resources technical memo that will summarize the regulatory framework; research and field methodology; CHRIS search, SLF search, and supplementary literature review results; historic context development; and survey results. The memo will also analyze the potential for the project to adversely impact archaeological resources following State CEQA Guidelines.

Assumptions

- The SLVWD will arrange for access to the site.
- No more than two drafts of the memo will be submitted—an administrative draft and a final draft that addresses one round of non-substantive comments.
- All work will be prepared to assess cultural resources under CEQA and compliance with Section 106 of the National Historic Preservation Act (NHPA) will not be required. Should a federal nexus be identified, preparation of a compliant document will necessitate a change order.
- The NWIC will complete the records search requests on a first-come/first-served basis. Fees are based on a regular response rate and will not exceed \$800.00. Charges in excess of these limits may require a change order. A typical regular response turnaround is anticipated to be 4 to 6 weeks.
- There will be no previously recorded cultural resources in the study area that would require a site update.
- The SLVWD will conduct all tribal consultation under Assembly Bill (AB) 52. If support for AB 52 consultation is desired, it can be provided under a change order.
- One technical memo will be prepared addressing cultural resources. The deliverable will be revised in response to up to one set of comments from the SLVWD. We assume all comments will be minor and not require substantial changes to the report. SWCA has assumed up to 2 hours to address comments. The report will be transmitted electronically; no hard copies will be provided.
- SWCA personnel will have free access to the project area for field surveys and no special training will be required.
- The pedestrian survey will focus on the 64.5-acre project area and that this survey will take a crew of two no more than one 8-hour day to complete, including travel time.
- The project area will not involve public lands.
- SWCA will not document any resources on DPR-523 Forms

PRIME CONSULTANT

Table 1. Firm Information.

| QUESTION | RESPONSE |
|-------------------------------|--|
| Legal Name and Address | SWCA, Incorporated, dba SWCA Environmental Consultants |
| Legal Form of Company | S Corporation |
| Subsidiary | SWCA is not a subsidiary to another firm. |
| Contact Person | Bill Spain, Project Manager 60 Stone Pine Road, Suite 100 Half Moon Bay, California 94019 (650) 440-4160 |
| Project Team | Bill Spain, Project Manager Erica Rippe, Assistant Project Manager Jeff Little, Technical Advisor Kristen Outten, Biological Resources Lead Sarah Willbrand, Regulatory Agency Coordination Lead Christina Alonso, Cultural Resources Lead |
| Firm Background | <p>A 100% employee-owned corporation established in 1981 and incorporated in 1984, SWCA specializes in providing comprehensive environmental planning, regulatory compliance, and natural and cultural resources management services to businesses and government clients across the United States.</p> <p>SWCA has grown into a national business with more than 1,200 employees in 39 offices nationwide, including seven offices in California—Half Moon Bay, San Francisco, Oakland, Sacramento, San Luis Obispo, Pasadena, and San Diego. We are a firm of scientists, planners, and technical specialists who combine scientific expertise with in-depth knowledge of environmental compliance to achieve technically sound, cost-effective solutions for our clients. We work to understand the full life cycle of each project, from its early inception to completion. We offer a focused suite of environmental consulting services combined with regional knowledge, professionalism, customer focus, and high-quality service. We apply our motto “Sound Science, Creative Solutions” to each of our projects, producing defensible technical results that ensure project success.</p> <p>Please see Appendix A for information regarding claims in the last 5 years.</p> |

SUBCONSULTANTS

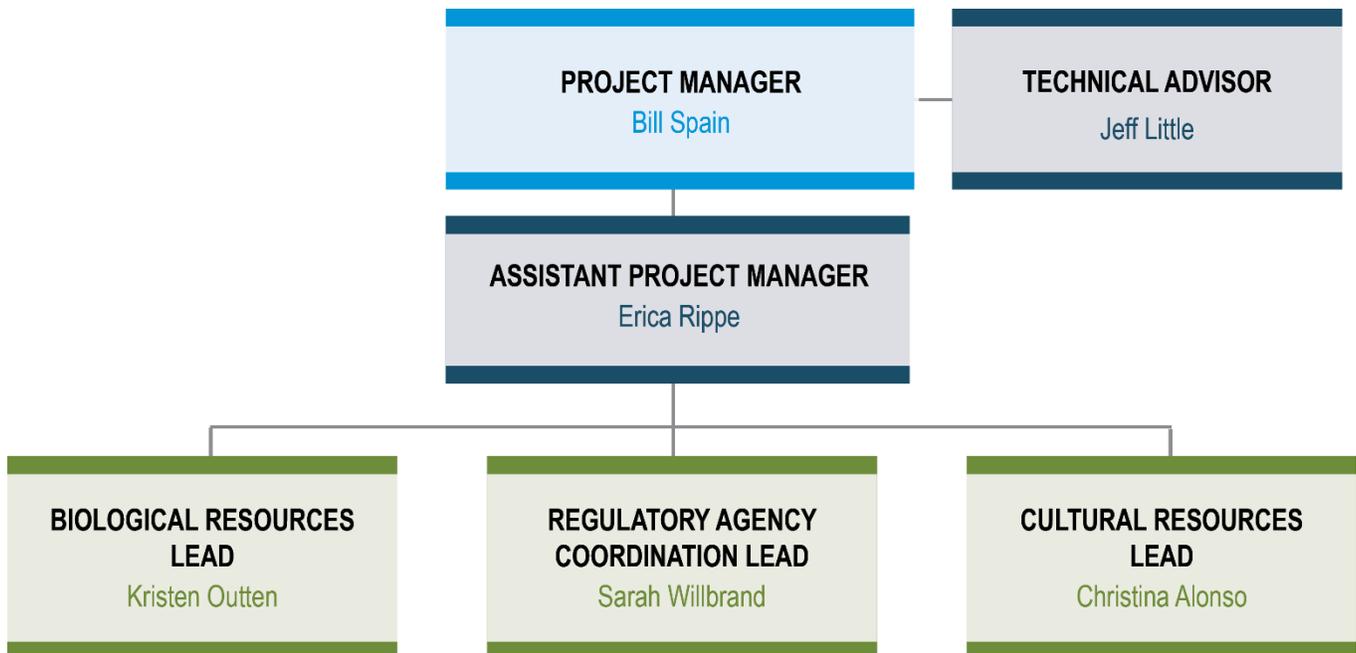
SWCA will perform all work in-house and will not require subconsultants for this project.

PROJECT ORGANIZATION AND PROJECT TEAM EXPERIENCE

SWCA’s Northern California offices are located within 1 hour of Felton, enabling our staff to attend meetings or site visits on short notice. SWCA’s Northern California team—**comprised of 85 technical staff members**—can mobilize quickly in response to your needs. The following section summarizes the experience and qualifications of the key personnel selected to lead and contribute to this project. **We recognize that having regulatory specialists with environmental permit experience, a thorough grasp of local resource concerns, and great communication and project management skills are key to keeping project tasks on schedule.**

The SWCA project team has worked on several projects together over the years. **Project Manager Bill Spain** and **Assistant Project Manager Erica Rippe** have worked together at multiple consulting firms and on several small-scale development projects in Watsonville prior to SWCA. At SWCA, Mr. Spain and Ms. Rippe have coordinated on several solar developments. In partnership with **Technical Advisor Jeffrey Little**, the three have evaluated several small infrastructure projects, including several County of Mendocino Department of Transportation bridge replacements, and the Mokelumne Hill Sanitary District upgrades project. **Biological Resources Lead Kristen Outten** and Ms. Rippe are working together on the Ascension Heights Subdivision and Water Tank project. Ms. Rippe is leading the CEQA effort, while Ms. Outten is providing mitigation monitoring support to San Mateo County. **Cultural Resources Lead Christina Alonso** and Mr. Spain have coordinated on the State of the Trails for the Midpeninsula Regional Open Space District. Mr. Spain is providing planning support and Ms. Alonso is managing the cultural resources teams and reports. Full resumes for all team members are included in Appendix B.

PROJECT ORGANIZATION





TEAM EXPERIENCE

| STAFF NAME / ROLE | RELEVANT EXPERTISE | |
|--|--|--|
| <p>Bill Spain Project Manager <i>Years of Experience: 17</i></p> <p><i>Role: Lead all day-to-day tasks, including planning, budgeting, and managing logistics.</i></p> | <ul style="list-style-type: none"> CEQA/National Environmental Policy Act (NEPA) compliance and document preparation Project management Water resource planning | <ul style="list-style-type: none"> Environmental and natural resource planning Evaluation of infrastructure projects |
| <p>Erica Rippe Assistant Project Manager <i>Years of Experience: 7</i></p> <p><i>Role: Assist in day-to-day tasks and manage technical staff, as well as lead CEQA document production.</i></p> | <ul style="list-style-type: none"> CEQA/NEPA compliance U.S. Environmental Protection Agency (USEPA) grants and programs Noise monitoring | <ul style="list-style-type: none"> CalEEMod modeling Evaluation of infrastructure projects Brownfields redevelopment |
| <p>Jeff Little Technical Advisor <i>Years of Experience: 29</i></p> <p><i>Role: Assist with development of CEQA document and permitting.</i></p> | <ul style="list-style-type: none"> CEQA/NEPA documentation preparation and compliance State Revolving Fund (SRF)- and U.S. Department of Agriculture (USDA) Rural Development (RD)-funded water project experience | <ul style="list-style-type: none"> Endangered Species Act (ESA) Section 7 consultations Wetland issues and permitting Environmental permitting Construction permitting and compliance |
| <p>Kristen Outten Biological Resources Lead <i>Years of Experience: 15</i></p> <p><i>Role: Technical lead for BRTR.</i></p> | <ul style="list-style-type: none"> Biological assessments Special status / sensitive species Environmental compliance monitoring | <ul style="list-style-type: none"> Sediment and erosion control Natural resource surveys |
| <p>Christina Alonso Cultural Resources Lead <i>Years of Experience: 13</i></p> <p><i>Role: Technical lead for Cultural Resources Technical Memo.</i></p> | <ul style="list-style-type: none"> CEQA/NEPA compliance Archaeological excavation, testing, and data recovery NHPA compliance | <ul style="list-style-type: none"> Archaeological monitoring |
| <p>Sarah Willbrand Regulatory Agency Coordination Lead <i>Years of Experience: 17</i></p> <p><i>Role: Technical lead for regulatory agency permitting, as necessary.</i></p> | <ul style="list-style-type: none"> Permitting CEQA/NEPA planning and compliance Wetland and waters delineations ESA Section 7 consultations | <ul style="list-style-type: none"> Reptiles and amphibians Field botany Natural resource surveys Vegetation mapping |

PROJECT MANAGEMENT APPROACH

SWCA prioritizes project management and believes that a focused, well-managed effort on the part of the SWCA team will be key to achieving the SLVWD's goals for the proposed project. SWCA's Half Moon Bay office will manage the day-to-day project communications, assign and track project tasks, update the project schedule, identify and track milestones, and manage the budget. These tasks will be communicated to the SLVWD in the monthly status meetings.

PROJECT MANAGEMENT TOOLS

The following section describes SWCA’s project management approach. We use a suite of project tools to oversee budget, staffing, and scheduling—including Deltek Vision, Smartsheet, and MS Project—and clear internal communication.

Cost Control and Budget Management. SWCA uses Deltek Vision to track accounting information. The percentage of work completed is compared to the percentage expended, allowing for early detection and prevention of potential overruns. Staff hours are entered daily into electronic timesheets and posted seamlessly to the project; direct costs are posted weekly. SWCA will work closely with the SLVWD and our internal team to ensure we are on task and within budget.

Schedule Control. SWCA uses Smartsheet as our resource management platform, which allows the team to compare progress with the schedule and focuses the project team on appropriate efforts for tasks that may result in a delayed schedule. To ensure schedule compliance, Project Manager Mr. Spain and SWCA’s Project Controller will regularly review the schedule and look to identify potential “pinch points” that could jeopardize critical milestones. This information will be provided to the SLVWD as part of monthly status calls, as well as recommendations for resolutions.

Project Controls. SWCA’s Project Controls Specialists provide skilled and dedicated project-level financial oversight, allowing technical staff to focus on high-quality technical report production. Project Manager Mr. Spain will be responsible for all aspects of project controls and will work closely with our dedicated Project Controller to stay abreast of project financials, providing an extra layer of protection against overages and billing irregularities.

Quality Assurance/Quality Control. SWCA maintains a rigorous quality assurance/quality control (QA/QC) process for all project deliverables. Our internal review process consists of the following steps: 1) a peer review by senior staff, 2) submission to technical editors for final editing/formatting, and 3) final review by the project manager. Lastly, staff would ensure document online accessibility for posting. This process ensures consistent, quality deliverables.

Project Changes. At SWCA, we pride ourselves on being adaptive and flexible as an extension of our clients’ staff. Our goal is to respond to project changes quickly, layout a plan, and present solutions and options to address changes. We ensure the project moves forward while considering any cost and schedule implications if changes arise.

CAPACITY

Our local presence, supported by a nationwide team, ensures we have capacity to support this project while offering area-specific resource expertise and the ability to respond quickly to requests. SWCA [Northern California Vice President Laura Moran](#) has the authority to ensure that project personnel are available and committed throughout the life of the project, to the extent practicable.

WHY SWCA?

SWCA is uniquely positioned to complete project requirements entirely in-house. Our local team of natural and cultural resources experts have extensive experience working on projects such as:

- Canyon Lane Roadway Improvement Project
- Santa Cruz County Medical Office Building
- City of Half Moon Bay On-call Contract
- Grover Beach Lodge and Conference Center

We have a deep bench of staff and can mobilize quickly to create project efficiencies to meet the SLVWD’s goals of completing the project on time and within budget.

EXPERIENCE AND PAST PERFORMANCE

PAST EXPERIENCE

In the past 2 decades, SWCA has completed hundreds of planning and environmental documents for state, local, and private projects for local agencies throughout northern California. We offer local expertise, but we are also able to rapidly pool resources from all our California offices to serve clients more efficiently.

Our team assists local jurisdictions in the preparation of a wide range of CEQA documentation, including preparation of Initial Studies, MNDs, Environmental Impact Reports (EIRs) and Supplemental EIRs, Addendums to EIRs, and Categorical Exemption determinations. Our team of scientists and technical specialists also prepares the full range of background technical analyses needed to support CEQA determinations, such as air quality, greenhouse gas emissions, energy, and noise studies and biological and cultural resources reports and determinations.



WATER DISTRICT EXPERIENCE

SWCA has helped various jurisdictions and water districts with small infrastructure projects, including the City of Half Moon Bay, Pajaro Valley Water Management Agency, Calaveras Public Utilities Commission, Mokelumne Hill Sanitary District, County of San Mateo, and California Water Service.

WHAT CLIENTS SAY...

“SWCA brings distinctive strengths to complex projects. Their deep experience prepares them for the complexities of dealing with phased developments that have sophisticated, long-term infrastructure, transit, and transportation management plans. They are familiar with the logistical challenges of harnessing the efforts and input of many experts, consultants, government agencies and project sponsors to build a strong and legally defensible record in support of the analysis in the EIR.”

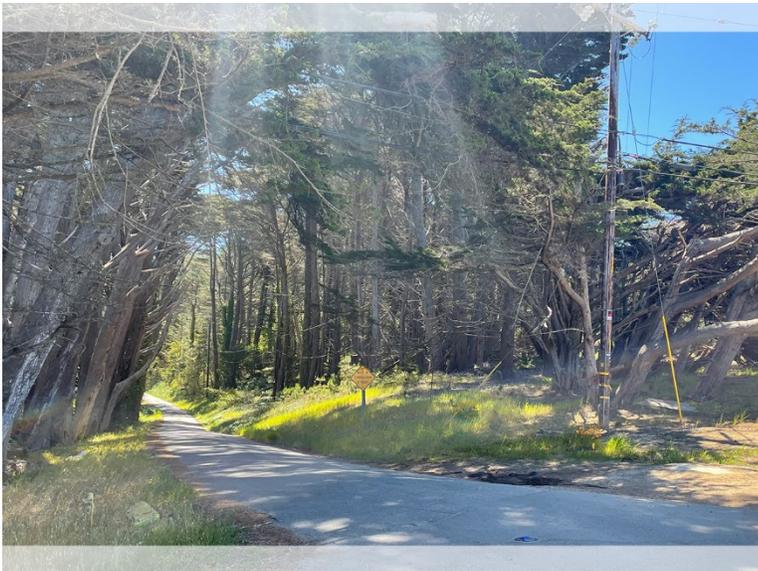
Gibson, Dunn & Crutcher LLP
Mary G. Murphy, regarding the Parkmerced Project EIR and the Treasure Island / Yerba Buena Island Redevelopment Project EIR

RELEVANT PROJECTS

Our team has assisted local jurisdictions with every aspect of the permit process, including pre-application site visits and review; application completeness review, including submittal of requests for information from the applicant; policy and ordinance consistency assessment; coordination among local department and federal/state agencies; conflict resolution between neighboring property owners; CEQA compliance; preparing and presenting professional reports to decision makers; and verifying projects are constructed consistent with the applicable conditions of approval.

Several examples of recent documents prepared by SWCA, including CEQA and projects proposing similar water storage uses, are listed below. These projects highlight our experience and familiarity with environmental documents and resource issues throughout the Central Coast.

ASCENSION HEIGHTS WATER TANK EXPANSION EIR AND MITIGATION MONITORING



PROJECT DETAILS

Owner: County of San Mateo, Camille Leung, Planner, (650) 363-1826

Budget: \$148,729

Completed Project Dollar Value: In progress and within budget to-date

Budgeted Schedule and Total Time to Completion: November 2021–September 2024 (in progress and on schedule to-date)

Estimated and Actual Construction Costs: N/A

KEY PERSONNEL WHO WORKED ON PROJECT

Erica Rippe and Kristen Outten

SWCA provided CEQA support by writing the EIR and EIR Addendum, and provided a review of the MMRP, Conditions of Approval, and existing reports/plans for the project, which entailed construction of additional water storage tanks and an access road on a hilly site in a residential neighborhood. SWCA is currently providing third-party mitigation monitoring support, routine site inspections and reporting, compliance tracking, and managing inquiries from the public for the development of 21 homes in San Mateo County.

PAJARO VALLEY WATER MANAGEMENT AGENCY ENVIRONMENTAL PROJECT SUPPORT



SWCA provided document sufficiency assessments, environmental documentation, environmental permitting, and technical studies support for three separate water management projects located in Watsonville and Moss Landing, California. These projects entailed construction of additional water storage tanks and a disk filtration system within the Pajaro Valley Water Management Agency (PV Water) existing recycled water treatment facility as well as the addition of two new distribution pipelines to better serve Santa Cruz and Monterey customers.

SWCA prepared CEQA-Plus documentation, two CEQA addendums, NHPA Section 106 consultation assistance and CEQA archaeological surveys and reports, a wetland delineation, biological technical reports, and grant funding application assistance. SWCA worked closely with PV Water to ensure the environmental package submitted with the State Revolving Fund (SRF) application, and associated CEQA and National Environmental Policy Act (NEPA) compliance documentation, met all State Water Resources Control Board (SWRCB) requirements for consideration of funding. This process also required quick responses to SWRCB questions prior to and during consultation with federal and state agencies to keep the funding process expediently moving forward. SWCA also managed the environmental compliance monitoring, preconstruction surveys, and field staff training for two projects in Santa Cruz County and archaeological and Native American monitoring for a third project in Monterey County. The fieldwork required coordination with PV Water, local farms, and landowners.

PROJECT DETAILS

Owner: Pajaro Valley Water Management Agency, Brian Lockwood, General Manager / Hydrogeologist, (831) 722-9292

Budget: Completed six individual projects under this contract; total value of all projects is \$332,120, and each project was completed within budget.

Completed Project Dollar Value: \$332,120

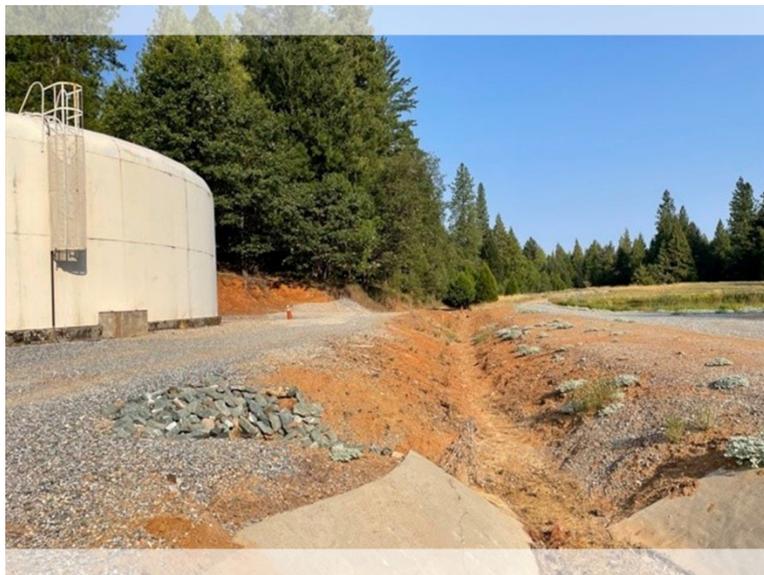
Budgeted Schedule and Total Time to Completion: Completed six individual projects under this contract; each project was completed on time.

Estimated and Actual Construction Costs: N/A

KEY PERSONNEL WHO WORKED ON PROJECT

Kristen Outten

CALAVERAS PUBLIC UTILITIES DISTRICT CLEARWELL TANK ENVIRONMENTAL SUPPORT



PROJECT DETAILS

Owner: Calaveras Public Utilities District, Tyla Daries, E.I.T., Weber, Ghio and Associates, Inc., (209) 754-1824

Budget: \$29,058

Completed Project Dollar Value: \$29,058

Budgeted Schedule and Total Time to Completion: February–August 2021 (within schedule)

Estimated and Actual Construction Costs: \$1.9 million

KEY PERSONNEL WHO WORKED ON PROJECT

Jeff Little

SWCA prepared the CEQA draft document, provided the administrative record, and developed a Notice of Exemption (NOE) for the Clearwell Tank Replacement Project, which proposed construction of a 0.5-million-gallon (MG) tank to replace a severely corroded 0.5-MG tank that was at the end of its service life. SWCA biologists and cultural resources staff also completed technical studies and preconstruction surveys for the project, which was financed using a portion of Calaveras Public Utilities District’s annual operating budget.

SCHEDULE

To accomplish the proposed schedule, the SWCA team will ensure and maintain clear and consistent lines of communication with the SLVWD, ensure all information needed is up-to-date, identify any data gaps, and submit timely requests for information. For scheduling purposes, SWCA has assumed an NTP date of October 14, 2022. Please see Appendix C for a detailed project schedule.

APPENDIX A:

Claims History

SWCA

SWCA CLAIMS HISTORY IN THE LAST 5 YEARS

The following is SWCA's claims history from the last 5 years. Please note that the following claims are not associated with SWCA's Northern California offices.

DONNA CHICK, AS ADMINISTRATOR OF THE ESTATE OF LOUISE BARBUZZI V. ROLFE HOUSE LIMITED PARTNERSHIP D/B/A ROLFE HOUSE APARTMENTS; SHP MANAGEMENT CORPORATION; NEW ENGLAND ENVIRONMENTAL, INC.; SWCA, INC.; AND OCCUHEALTH, INC.

| | |
|----------------------------|--|
| Name of Project Owner | Rolfe House Limited Partnership D/B/A Rolfe House Apartments |
| Filing Date | May 2021 |
| Basis for Claim | Tenant of retirement home succumbed to legionella; claim alleges that Rolfe House was negligent for not properly managing its plumbing system; SWCA was drawn in as a related party. |
| Court | Commonwealth of Massachusetts, Suffolk, SS., Superior Court Department |
| Case No. | Civil Action No. 2084 CV 00745 |
| Claim or Suit Amount | N/A |
| Current Status | Ongoing |
| Award or Settlement Amount | N/A |

THE PEOPLE OF THE STATE OF CALIFORNIA V. CUPERTINO ELECTRIC INC., SPOWER SUSTAINABLE POWER GROUP, SWCA, INCORPORATED AND [SWCA EMPLOYEE NAME REDACTED]

| | |
|----------------------------|--|
| Name of Project Owner | SPower Sustainable Power Group |
| Filing Date | September 2019 |
| Court | Superior Court of the State of California, for the County of Los Angeles |
| Case No. | 9AN06709 |
| Basis for Claim | Alleged permittance of the removal of an unoccupied nest. |
| Claim or Suit Amount | N/A |
| Current Status | Case dismissed. |
| Award or Settlement Amount | N/A |

DYNAMIC ENERGY V. SWCA, INCORPORATED

| | |
|-----------------------|---|
| Name of Project Owner | Dynamic Energy |
| Filing Date | March 25, 2020 |
| Court | N/A; Claim was resolved through mediation |
| Case No. | N/A |
| Basis for Claim | Massachusetts Attorney General alleged that runoff left the site of a solar emplacement that was being developed by Dynamic Energy. SWCA had performed a Stormwater Pollution Prevention Plan for Dynamic and was drawn into mediation as a result. |
| Claim or Suit Amount | N/A |



DYNAMIC ENERGY V. SWCA, INCORPORATED

| | |
|----------------------------|---|
| Current Status | Settled out of court on 5/24/21 with no admission of fault accompanied with a strict confidentiality agreement. |
| Award or Settlement Amount | N/A |

SARAH BOHLING AND BRADLEY BOHLING V. SWCA, INCORPORATED AND [SWCA EMPLOYEE NAME REDACTED]

| | |
|----------------------------|---|
| Name of Project Owner | N/A |
| Filing Date | February 2019 |
| Court | State of New Mexico, County of Bernalillo, Second Judicial District |
| Case No. | D-202-CV-2019-01474 |
| Basis for Claim | Vehicle accident involving an SWCA employee |
| Claim or Suit Amount | N/A |
| Current Status | Settled out of court on 8/13/2021 with no admission of fault accompanied with a strict confidentiality agreement. |
| Award or Settlement Amount | N/A |

APPENDIX B:

Key Personnel Resumes

SWCA

BILL SPAIN, Ph.D., PROJECT MANAGER

Dr. Spain has over 17 years of experience as an environmental planner, working extensively on environmental projects throughout the western United States. He has helped prepare numerous EIRs, served as a Project Manager for several CEQA documents, and evaluated numerous projects, including flood management projects, transit-oriented residential developments, mixed use projects, water system upgrades, energy developments, and parks and recreation resources. He has also prepared environmental impact assessments for General Plans and Specific Plans. Dr. Spain has prepared planning reports and studies for a number of federal, state, and local agencies, including, but not limited to, the Bureau of Land Management; the Bureau of Reclamation; the USACE; Utah State Parks; the Counties of Sonoma and Los Angeles; the Cities of Watsonville, Milpitas, and Vallejo; PG&E; MidPen Open Space; East Bay Regional Parks; the San Francisco Public Utilities Commission; and Santa Clara Valley Water District. In addition, he has previously worked as an instructor in the San Jose State University Department of Public Health and Recreation.

YEARS OF EXPERIENCE

17

EXPERTISE

CEQA/NEPA compliance

Water resource planning

Recreation planning

EDUCATION

Ph.D., College of Natural Resources; Utah State University

M.S., Recreation; San Francisco State University

B.S., Physical Science (Earth Science Option); California State University, Chico

SELECTED PROJECT EXPERIENCE (* denotes project experience prior to SWCA)

SCVOSA Coyote Valley Conservation Areas Master Plan; Santa Clara Valley Open Space Authority; Santa Clara County, California. SWCA is currently assisting with the development of a comprehensive conservation area master plan to provide an innovative, integrated, science-based, community-informed plan for the recently conserved lands in Coyote Valley. *Role: Recreation Planner / Environmental Planner. Conducting senior review of project deliverables.*

* **Upper Llagas Creek Flood Protection Project Environmental Impact Statement/Environmental Impact Report; Santa Clara Valley Water District; Santa Clara County, California.** Valley Water planned to construct the Upper Llagas Creek Flood Protection Project in southern Santa Clara County, in proximity to the cities of Morgan Hill and Gilroy. Valley Water served as the project applicant and lead agency for CEQA and the USACE was the lead agency for the NEPA review. *Role: Environmental Planner. Role: Environmental Planner. Worked on NEPA and CEQA assessment for proposed flood management project. Conducted environmental impact analyses for both the urban and rural agricultural areas potentially impacted by the project.*

* **Water System Improvement Program Environmental Review; San Francisco Public Utilities Commission; Northern California.** The Water System Improvement Program consists of 87 projects located in seven counties between San Francisco and Hetch Hetchy reservoir. *Role: Environmental Planner. Evaluated potential impacts of upgrade of City of San Francisco's water system that transports water from Hetch Hetchy; focused on projects located in proximity to San Francisco Bay Area.*

* **Pajaro River Project (Flood Protection Plan) Environmental Impact Statement/Environmental Impact Report; U.S. Army Corps of Engineers; Watsonville, Santa Cruz County, California.** The Pajaro River Project would provide flood risk management along the Pajaro River and tributaries in Monterey and Santa Cruz Counties. *Role: Environmental Planner. Prepared draft environmental review documents.*

* **547 Airport Boulevard Development Initial Study/Mitigated Negative Declaration; City of Watsonville; Watsonville, Santa Cruz County, California.** The project was a medium-density townhome development, which included low-income housing, located near the Watsonville airport. *Role: Project Manager. Prepared IS/MND.*

* **Miles Lane Project Initial Study/Mitigated Negative Declaration; City of Watsonville; Watsonville, Santa Cruz County, California.** The project included the development of four parcels for housing and a residential substance use disorder treatment facility. *Role: Project Manager. Prepared IS/MND.*



ERICA RIPPE, B.S., ASSISTANT PROJECT MANAGER

Ms. Rippe is an experienced professional who currently manages CEQA and NEPA projects throughout California. She has experience working in the non-profit and private sectors and has provided brownfields technical assistance to local and state governments and tribal communities in support of sustainable redevelopment and conducted outreach on Climate Action Planning. Ms. Rippe supports the practice by writing all sections of various CEQA documents, including Hazards and Hazardous Materials, Recreation, Traffic, Air, Greenhouse Gas, Energy, and Noise.

YEARS OF EXPERIENCE

7

EXPERTISE

CEQA/NEPA compliance
Project management
CalEEMod modeling
Noise monitoring
U.S. EPA grants and programs
Brownfield redevelopment
Climate Action Plans
Environmental science

EDUCATION

B.S., Conservation Resources
Studies; UC Berkeley; 2013

MEMBERSHIPS

Association of Environmental
Professionals

SELECTED PROJECT EXPERIENCE (* denotes project experience prior to SWCA)

Ascension Heights Water Tank Environmental Impact Report Addendum; CalWater; San Mateo, San Mateo County, California. SWCA is providing third party mitigation monitoring support for the development of 21 homes in San Mateo County. *Role: Environmental Planner. Prepared EIR Addendum.*

Polaris Solar Energy Facility Initial Study/Mitigated Negative Declaration; Heliogen Energy; Boron, Kern County, California. SWCA is supporting Heliogen with research and early preliminary review of proposed site plans and optional routes. In addition, SWCA is supporting with due diligence and permitting strategy. *Role: Environmental Planner. Prepared IS/MND.*

Briceland Road Bridge Replacement Initial Study/Mitigated Negative Declaration; Caltrans; Mendocino County, California. SWCA is providing environmental services for the replacement of the existing one-lane bridge with a modern concrete/steel two-lane bridge on Briceland Road over Mattole River in Mendocino County. *Role: Lead CEQA Author. Prepared IS/MND.*

Dutch Charlie Bridge Replacement Initial Study/Mitigated Negative Declaration; CalTrans; Mendocino County, California. SWCA is providing environmental services in support of the replacement of an existing single-span structure comprised of two railroad flatcars with a timber deck on Wilderness Lodge Road (also known as Jack of Hearts Road) bridge over Dutch Charlie Creek. *Role: Lead CEQA Author. Prepared IS/MND.*

* **Menlo Park Flow Equalization Facility Environmental Impact Report; West Bay Sanitary District; Menlo Park, San Mateo County, California.** Prepared Hazards section. *Role: CEQA Author. Prepared Hazards section.*

Starlight Solar Energy Facility Environmental Impact Report; Confidential Client; San Diego County, California. SWCA is preparing an EIR assessing the environmental impacts of the construction and operation of a solar energy storage project in unincorporated San Diego County. *Role: CEQA Author. Preparing Air Quality, Greenhouse Gas, Noise, and Hazards sections.*

* **Miles Lane Project Initial Study/Mitigated Negative Declaration; City of Watsonville; Watsonville, Santa Cruz County, California.** The project included the development of four parcels for housing and a residential substance use disorder treatment facility. *Role: CEQA Author. Prepared Hazards, Recreation, and Wildfire sections; MMRP; and Planning Commission meeting materials.*

* **547 Airport Boulevard Development Initial Study/Mitigated Negative Declaration; City of Watsonville; Watsonville, Santa Cruz County, California.** The project was a medium-density townhome development, which included low-income housing, located near the Watsonville airport. *Role: Project Manager. Prepared IS/MND, prepared MMRP, and Planning Commission meeting materials.*

* **Santa Rosa Fire Station 5 Relocation CEQA Initial Study/Mitigated Negative Declaration and NEPA Environmental Assessment; City of Santa Rosa; Santa Rosa, Sonoma County, California.** Prepared CEQA and NEPA documents and MMRP. *Role: Deputy Project Manager / Lead Author. Prepared CEQA and NEPA documents and MMRP.*



JEFFERY LITTLE, TECHNICAL ADVISOR

Mr. Little is an environmental consultant with over 29 years of experience evaluating environmental, permitting, biological, and cultural issues. He provides environmental review, permitting, and biological analysis; manages staff and subconsultants on private and public projects; and serves as project manager during all phases of project development. Mr. Little identifies the necessary technical studies during project evaluation, provides QA/QC review, and evaluates environmental and regulatory constraints to assist his clients in determining realistic schedules of permits and entitlements. He develops project design recommendations to achieve regulatory compliance with the numerous applicable federal, state, and local environmental laws and regulations, including CEQA and NEPA. Mr. Little's project experience involves coordinating with public agencies, private clients, and project engineers to obtain data for impact analyses and mitigation recommendations. He conducts CEQA public outreach, participates in public workshops and advisory councils, and attends Planning Commission, City Council, and Board of Supervisor hearings. Mr. Little has worked on Caltrans Local Assistance oversight bridge replacement projects since 1993. He has served as the Project Manager for water and wastewater districts on federally and self-funded drinking water and clean water projects overseen by the State Water Board and USDA Rural Development. During the permitting phase, he prepares applications and mitigation plans for Section 404 Nationwide permits, USFWS Section 7 Consultations, CDFW Section 1600 Streambed Alteration Agreements, Regional Water Board Water Quality Certifications, and BCDC permit applications.

YEARS OF EXPERIENCE

29

EXPERTISE

NEPA/CEQA documentation preparation and compliance
 State Revolving Fund projects
 Public agency coordination
 Section 7 consultations
 Caltrans project compliance
 Wetland issues and permitting
 Construction permitting and compliance
 Environmental permitting
 USACE Section 404 permit mitigation and applications
 Project engineer coordination

EDUCATION

A.A., Business; Sacramento City College, Sacramento, CA; 1990

SELECTED PROJECT EXPERIENCE (* denotes project experience prior to SWCA)

Clearwell Tank Replacement; Calaveras Public Utilities District; Glencoe, Calaveras County, California. SWCA prepared biological and cultural surveys and prepared an environmental record that supported a CEQA Notice of Exemption for the replacement of a 0.5-million gallon water tank. *Role: Project Manager. Oversaw preparation of technical reports and environmental record.*

Santa Cruz Storm Damage Hazel Dell & Valencia Rd; WSP USA INC.; Santa Cruz County, California. SWCA is conducting environmental services and oversight, including preparing environmental studies and applicable regulatory permit applications, at nine storm damage repair locations on Hazel Dell Road and Valencia Road in Santa Cruz County. *Role: Project Manager. Overseeing preparation of environmental studies.*

Mokelumne Hill Sanitary District Sewer System Upgrades; Weber, Ghio & Associates; Mokelumne Hill, Calaveras County, California. SWCA prepared environmental studies, the CEQA/NEPA document, and the environmental application for the Mokelumne Hill Sanitary District's sewer system upgrades funded by the State Water Board's Clean Water State Revolving Fund. *Role: Project Manager. Overseeing preparation of environmental studies.*

* **Murphys Sanitary District Wastewater Treatment Plant; Black Water Consulting Engineers, Inc.; Murphys, Calaveras County, California.** The project included wastewater treatment plant improvements funded through the State Revolving Funds. *Role: Environmental Project Manager. Oversaw preparation of Biological Resources Evaluation, managed the Section 106 process, and oversaw and provided peer review of CEQA IS and NEPA Checklist.*

KRISTEN OUTTEN, B.A., BIOLOGICAL RESOURCES LEAD

Ms. Outten is a project manager and biologist in SWCA's Half Moon Bay office with extensive experience conducting environmental constraints review, special-status flora and fauna surveys, wetland delineations, environmental compliance coordination, and erosion and sediment control practices. She

has conducted population assessments for California red-legged frog, California tiger salamander, and salmonid species, including pit tagging, handling, and surveying for these species at various life stages.

YEARS OF EXPERIENCE

15

EXPERTISE

Erosion and sediment control; biological assessments; wetland delineations; special status plant and animal surveys

EDUCATION

B.A., Environmental Studies, e. Natural Resource Management; University of California, Santa Cruz; 2009

PERMITS / CERTIFICATIONS

Qualified SWPPP Practitioner, CA No. 24981; CA SWQ Association; 2014

CDFW Scientific Collecting Permit (SC12947), Biologist; CA

USFWS Threatened & Endangered Species Recovery Permit (TE77118D-0), Permittee; Throughout the range of the species in California

TRAINING

Navigating the Environmental Compliance Process for Wetland Projects in the San Francisco Bay and Outer Coast, SF Bay National Estuarine Research Reserve; 2015

CEQA Impact Assessment with Emphasis on Biological Resources, California Native Plant Society; 2019

Fluvial Geomorph and Natural Channel Design Training, 5 Smooth Stones Restoration; 2019

Advanced Delineation, Wetland Science and Coastal Training Program; 2019

Ms. Outten holds a USFWS Section 10(a)(1)(A) Recovery Permit for California red-legged frog (No. 77118D-0) and a CDFW Specific Use Scientific Collection Permit (No. S-202380002-20238-001). She is also a Certified Erosion, Sediment and Stormwater Inspector, CA (No. 3851), and Qualified SWPPP Practitioner (No. 24981). Ms. Outten has prepared and contributed to a variety of environmental documents, including Proponent's Environmental Assessments and EIRs for CEQA analysis, Plans of Development for the BLM, jurisdictional wetland determinations, Natural Environmental Studies for Caltrans, Biological Assessments for USFWS, Essential Fish Habitat Assessments for NOAA Fisheries, California Coastal Commission research studies, federal and state agency permit applications, and numerous other technical reports.

SELECTED PROJECT EXPERIENCE

Carmel River Floodplain Restoration Project Environmental Services; McBain Associates, California Coastal Conservancy; Monterey County, California. SWCA is currently providing environmental services to model, design, and permit restoration of an approximately 1-mile reach of the Carmel River in the Rancho Cañada Unit, Palo Corona Regional Park. SWCA is collaborating with McBain Associates and a 20-person technical advisory committee for holistic habitat restoration of 190 acres of former golf course to provide vital linkage from Palo Corona to Big Sur. *Role: Biologist. Conducted wetland delineation and biological surveys, prepared Aquatic Resources Delineation Report, and providing agency coordination.*

West Bay Sanitary District Menlo Park Equalization Basin Project Environmental Services; Freyer & Laureta, Inc.; San Mateo County, California. SWCA is providing environmental consulting and restoration design services to facilitate flood protection and expansion of an existing wastewater facility along the San Francisco Bay shoreline. These improvements include the development of an ecotone levee that will enhance flood protection and provide resilient tidal marsh habitat as sea levels rise over the century. SWCA deliverables include complete plans, specifications, and costs estimates for the ecotone levee components of the project, as well as all required permit applications and environmental documentation for the project. *Role: Biologist. Prepared Compensatory Mitigation Plan and federal and state waters permit applications.*

CHRISTINA ALONSO, M.A., RPA, CULTURAL RESOURCES LEAD

Ms. Alonso, a Senior Project Manager out of SWCA's Half Moon Bay office, has 13 years of experience in cultural resource management with investigations in support of CEQA, NEPA, and Section 106 of the National Historic Preservation Act (NHPA). Her professional experience includes all phases of survey, excavation, laboratory analysis, research design, report preparation, construction monitoring, Native American consultation, and project management. She has prepared numerous technical reports and environmental documents for compliance with CEQA, NEPA, and NHPA Sections 106 and 110. Ms. Alonso has conducted projects involving gas and electric, utilities, and private developers in cooperation with agencies such as the Bureau of Land Management, California Energy Commission, USACE, and U.S. Forest Service.

YEARS OF EXPERIENCE

13

EXPERTISE

CEQA / NEPA compliance

Archaeological excavation, testing, and data recovery

National Historic Preservation Act compliance

Archaeological monitoring

EDUCATION

M.A., Anthropology, Bioarchaeology; San Francisco State University; 2013

B.A., Anthropology; California State University, Chico; 2010

REGISTRATIONS / CERTIFICATIONS

Registered Professional Archaeologist; 2015

MEMBERSHIPS

Member, Society for California Archaeology

SELECTED PROJECT EXPERIENCE (* project experience prior to SWCA)

Carmel River Floodplain Restoration Project Environmental Services; McBain Associates; Monterey County, California. SWCA is currently providing environmental services to model, design, and permit restoration of an approximately 1-mile reach of the Carmel River in the Rancho Cañada Unit, Palo Corona Regional Park. SWCA is collaborating with McBain Associates and a 20-person technical advisory committee for holistic habitat restoration of 190 acres of former golf course to provide vital linkage from the park to Big Sur.
Role: Archaeologist. Senior Archaeologist responsible for reporting and senior review.

SCVOSA Coyote Valley Conservation Areas Master Plan Environmental Services; Santa Clara Valley Open Space Authority; Santa Clara County, California. SWCA is currently assisting the Santa Clara Valley Open Space Authority with the development of a comprehensive conservation area master plan to provide an innovative, integrated, science-based, community-informed plan for recently conserved lands in Coyote Valley. SWCA will be providing comprehensive natural and cultural resources, ecological restoration, open space and recreation planning, environmental permitting and review, community engagement, and management services throughout the Master Plan process to facilitate communications between the team, Authority staff, and project stakeholders.
Role: Archaeologist. Senior archaeologist responsible for assisting with cultural resources analysis and Tribal engagement.

*** Oakland Unified School District Cultural Resources Study; Lamphier-Gregory; Oakland, Alameda County, California.** *Role: Project Manager. Served as project manager and field supervisor for field survey and technical report preparation. Responsibilities changed with needs of project; everyday duties included crew management, field direction, data management, documentation, and report preparation.*

*** Gateway Crossings Building 1 and 2 Archaeological Services; Holland Partner Group; Santa Clara, Santa Clara County, California.** *Role: Project Manager. Drafted archaeological treatment plan and archaeological testing plan, conducted site sensitivity assessments and historic trenching, supervised field efforts, and prepared report. Responsibilities changed with needs of project; everyday duties included crew management, field direction, data management, and report preparation.*

*** Oakley Creekside Park Archaeological Services; Restoration Design Group, Inc.; Oakley, Contra Costa County, California.** *Role: Project Manager. Served as project manager and field supervisor for field survey and Section 106 technical report preparation for the U.S. Army Corps of Engineers. Responsibilities changed with the needs of the project and everyday duties included crew management, field direction, data management, documentation, and report preparation.*

SARAH WILLBRAND, M.S., REGULATORY AGENCY COORDINATION LEAD

Ms. Willbrand is a Senior Biologist/Project Manager that manages complex biological resources projects and permitting efforts and conducts a wide range of field surveys. She is a multidisciplinary biologist who specializes in herpetology, ornithology, aquatic resources, field botany, permitting, and technical writing. She provides biological resources support to clients from project inception to completion and works with clients to develop creative solutions to minimize impacts. She possesses a strong knowledge of federal, state, and local environmental policies and permitting processes and has a deep understanding of utilities and linear transportation projects. Ms. Willbrand holds a USFWS 10(a)(1)(A) recovery permit for California red-legged frog and a pending authorization for California tiger salamander.

YEARS OF EXPERIENCE

17

EXPERTISE

Permitting

CEQA/NEPA planning and compliance

Wetland and waters delineations

Section 7 consultations

Reptiles and amphibians

Field botany

Natural resource surveys

Vegetation Mapping

EDUCATION

MConBio; Victoria University of Wellington, Macquarie University; 2005

B.S., Biology; University of Missouri, St. Louis, Missouri; 2001

TRAINING

Advanced Wetland Delineation Training; USACE

Biology and Management of the California Red-legged Frog

CEQA/NEPA Basics

Rare Plant Survey Protocols

Jepson's 51 Plant Families in the Field

MEMBERSHIPS

Member, The Western Section of The Wildlife Society

Member, California Native Plant Society

SELECTED PROJECT EXPERIENCE (* denotes project experience prior to SWCA)

Kinder Morgan Product Pipelines Seam Weld Metal Loss Integrity Dig Environmental Services; Kinder Morgan Product Pipelines; Multiple Locations, California. SWCA is assisting with environmental permit clearances for roughly 1,800 pipeline anomalies across Kinder Morgan's U.S. liquids assets. SWCA is providing natural and cultural resources, CEQA, wetlands, and permitting services. Several projects are located along the San Francisco Bay shoreline and require Clean Water Act, CDFW Section 1602, and BCDC permitting. *Role: Project Manager / Biologist. Conducted jurisdictional waters delineations and habitat assessments; prepared and oversaw preparation of biological memoranda, delineation reports, CWA Section 401 and 404 permit application packages, Lake or Streambed Alteration Agreement notifications, BCDC regionwide permit applications, and Section 7 ESA consultations; and regularly coordinated with client and resource agencies.*

*** PG&E Bay Area Operation and Maintenance Program Programmatic Section 404 and 401 Permitting; Pacific Gas and Electric Company; Nine Bay Area Counties, California.** The project included regional general permitting for 5 years of discharges associated with PG&E's San Francisco Bay Area operations and maintenance activities for natural gas pipelines and electric transmission and distribution lines. *Role: Lead Biologist / Assistant Project Manager. Authored Biological Assessments; conducted formal Section 7 ESA consultation with USFWS and NOAA Fisheries; authored biological resources and hydrology sections on programmatic EIR prepared for State Water Board; and conducted consultation between client, USFWS, NOAA Fisheries, State Water Board, and supporting agencies on effective permitting strategies, avoidance and minimization measures, and compensatory mitigation strategies.*

*** PG&E Line 109 Gas Pipeline Replacement Project Biological Services; Pacific Gas and Electric Company; San Mateo County, California.** The project included surveys along multiple segments of the Line 109 gas transmission pipeline to assess habitat suitability for special-status wildlife. *Role: Project Biologist. Prepared multiple constraints reports, identifying which segments contained suitable habitat to support special-status species; conducted rare plant surveys for multiple species, including San Mateo woolly sunflower, Franciscan onion, western leatherwood, and Crystal Springs Lessingia; prepared Biological Assessment for potential impacts to California red-legged frog, San Francisco garter snake, California coast steelhead, and San Mateo woolly sunflower; and approved by USFWS to monitor project construction for compliance with permit conditions.*

APPENDIX C:

Schedule

SWCA

| Phase/Task Name | Start | Finish | Q4 | | | Q1 | | | | | | | | | |
|---|-----------------|-----------------|---------------|----------|----------|----------|----------|----------|----------|----------|----------|--|--|--|--|
| | | | Oct 2022 | Nov 2022 | Dec 2022 | Jan 2023 | Feb 2023 | Mar 2023 | Apr 2023 | May 2023 | Jun 2023 | | | | |
| Phase 1: Project Management | 10/14/22 | 12/15/22 | [Summary bar] | | | | | | | | | | | | |
| Notice to Proceed | 10/14/22 | 10/14/22 | [Task bar] | | | | | | | | | | | | |
| Kickoff Meeting | 10/17/22 | 10/17/22 | [Task bar] | | | | | | | | | | | | |
| RFI sent to SLVWD | 10/18/22 | 10/31/22 | [Task bar] | | | | | | | | | | | | |
| SLVWD Responds to RFI | 11/01/22 | 11/07/22 | [Task bar] | | | | | | | | | | | | |
| Check in meetings (Monthly on the 15th) | 11/15/22 | 12/15/22 | [Task bar] | | | | | | | | | | | | |
| Phase 2: CEQA Analysis | 11/15/22 | 11/22/22 | [Summary bar] | | | | | | | | | | | | |
| Task 2.1 Project Description | 11/15/22 | 11/21/22 | [Summary bar] | | | | | | | | | | | | |
| SLVWD Review of Project Description | 11/15/22 | 11/21/22 | [Task bar] | | | | | | | | | | | | |
| Task 2.2 Administrative Draft IS/MND and MMRP | 11/22/22 | 01/30/23 | [Summary bar] | | | | | | | | | | | | |
| Administrative Draft IS/MND and MMRP production | 11/22/22 | 12/21/22 | [Task bar] | | | | | | | | | | | | |
| SLVWD Review of IS/MND | 01/09/23 | 01/23/23 | [Task bar] | | | | | | | | | | | | |
| Public Review Draft IS/MND MMRP | 01/24/23 | 01/30/23 | [Task bar] | | | | | | | | | | | | |
| Task 2.3 Public Notices: NOI, NOC, NOD | 01/31/23 | 03/01/23 | [Summary bar] | | | | | | | | | | | | |
| IS/MND, MMRP, NOC, NOI Posted to SCH | 01/31/23 | 01/31/23 | [Task bar] | | | | | | | | | | | | |
| Required 30-day Public Comment Period | 01/31/23 | 03/01/23 | [Task bar] | | | | | | | | | | | | |
| Task 2.4 Final IS/MND and MMRP | 03/02/23 | 03/29/23 | [Summary bar] | | | | | | | | | | | | |
| Response to comments and Strategy Check in | 03/02/23 | 03/15/23 | [Task bar] | | | | | | | | | | | | |
| SLVWD Review of Final IS/MND and MMRP | 03/16/23 | 03/29/23 | [Task bar] | | | | | | | | | | | | |
| Final IS/MND and MMRP | 03/30/23 | 04/04/23 | [Task bar] | | | | | | | | | | | | |
| Task 8.2 Public Hearings | TBD | TBD | | | | | | | | | | | | | |
| Final IS/MND, MMRP, NOD Posted to SCH | TBD | TBD | | | | | | | | | | | | | |
| Phase 3: Biological Resource Survey | 11/07/22 | 12/15/22 | [Summary bar] | | | | | | | | | | | | |
| Task 3.1 Background Research and Site Visit | 11/07/22 | 11/07/22 | [Task bar] | | | | | | | | | | | | |
| Task 3.2 Biological Resource Technical Report (BRTR) | 12/01/22 | 12/15/22 | [Summary bar] | | | | | | | | | | | | |
| SLVWD Review of BRTR | 12/01/22 | 12/14/22 | [Task bar] | | | | | | | | | | | | |
| Final Report | 12/15/22 | 12/15/22 | [Task bar] | | | | | | | | | | | | |
| Phase 4: Cultural Resources Study | 10/17/22 | 12/13/22 | [Summary bar] | | | | | | | | | | | | |
| Task 4.1 Records Search | 10/17/22 | 11/29/22 | [Task bar] | | | | | | | | | | | | |
| Task 4.2 NAHC Outreach | 10/17/22 | 11/29/22 | [Task bar] | | | | | | | | | | | | |
| Task 4.3 Survey | 11/30/22 | 12/06/22 | [Task bar] | | | | | | | | | | | | |
| Task 4.4 Reporting | 12/07/22 | 12/13/22 | [Task bar] | | | | | | | | | | | | |
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COST PROPOSAL

Based on thoughtful consideration of the project requirements and a thorough estimate of the required labor and direct costs, SWCA proposes a time-and-materials budget not to exceed without client approval **\$51,861.25** (not including optional tasks) to complete the project, as presented in Table 1, Scope of Work Cost Estimate. We have attempted to be conservative in preparation of the budget with regard to the level of effort required so that the overall cost estimates are reasonable for your planning purposes.

To accommodate project changes and scheduling, it is assumed that SWCA will be able to use the overall project funding and will not be held to phase and task limits so long as the overall budget is not exceeded. SWCA will not proceed with any work in excess of the NTE budget without prior authorization to proceed. SWCA will submit a budget summary with each invoice to provide visibility and track monthly spending.

This cost estimate is valid for 60 days from the date of the proposal. Any contracting delays could result in an updated staff plan, project schedule, and cost estimate.

Table 1. Scope of Work Cost Estimate.

| PHASE/TASK NAME | HOURS | LABOR COST | EXPENSES* | TOTAL |
|--|---------------|--------------------|-------------------|--------------------|
| Phase 1. Project Management and Kickoff | 45.00 | \$7,701.00 | \$0.00 | \$7,701.00 |
| Phase 2. CEQA Analysis | 135.00 | \$22,169.00 | \$0.00 | \$22,169.00 |
| Task 2.1 Project Description | 17.00 | \$2,555.00 | \$0.00 | \$2,555.00 |
| Task 2.2 Draft IS/MND and MMRP | 79.00 | \$13,009.00 | \$0.00 | \$13,009.00 |
| Task 2.3 Public Notices | 27.00 | \$4,449.00 | \$0.00 | \$4,449.00 |
| Task 2.4 Final IS/MND and MMRP | 6.00 | \$992.00 | \$0.00 | \$992.00 |
| Task 2.5 Public Hearing | 6.00 | \$1,164.00 | \$0.00 | \$1,164.00 |
| Phase 3. Biological Resources Surveys | 77.25 | \$10,940.00 | \$159.50 | \$11,099.50 |
| Task 3.1 Background Research | 6.00 | \$840.00 | \$0.00 | \$840.00 |
| Task 3.2 Site Visit | 8.25 | \$1,145.00 | \$159.50 | \$1,304.50 |
| Task 3.3 Biological Technical Report | 63.00 | \$8,955.00 | \$0.00 | \$8,955.00 |
| Phase 4. Cultural Resource Surveys | 72.25 | \$9,470.00 | \$1,421.75 | \$10,891.75 |
| Task 4.1 Records Search | 15.00 | \$2,219.00 | \$880.00 | \$3,099.00 |
| Task 4.2 NAHC Outreach | 9.00 | \$1,096.00 | \$121.00 | \$1,217.00 |
| Task 4.3 Survey | 20.25 | \$2,341.00 | \$420.75 | \$2,761.75 |
| Task 4.4 Reporting | 28.00 | \$3,814.00 | \$0.00 | \$3,814.00 |
| PROJECT TOTAL | 329.50 | \$50,280.00 | \$1,581.25 | \$51,861.25 |

*Direct expenses are inclusive of a 10% administrative markup.



HOURLY RATES

To provide the SLVWD with the best possible value, and reflecting SWCA’s commitment to the environment, we have reduced our standard staff billing rates by 5% to 10% and direct expense markups by 5%. All staff will bill at their discounted 2022 rate at the time of service. Rates are subject to a 3% increase no more than once every 12 months should the project extend beyond October 1, 2023.

Table 2, Key Personnel Discounted Hourly Rates, summarizes the hourly rates for staff identified for this proposal. Should there be any schedule delays or project changes, Table 3, SWCA Discounted Hourly Rates, summarizes the hourly rates for additional qualified staff that may be substituted, as necessary.

Table 2. Key Personnel Discounted Hourly Rates

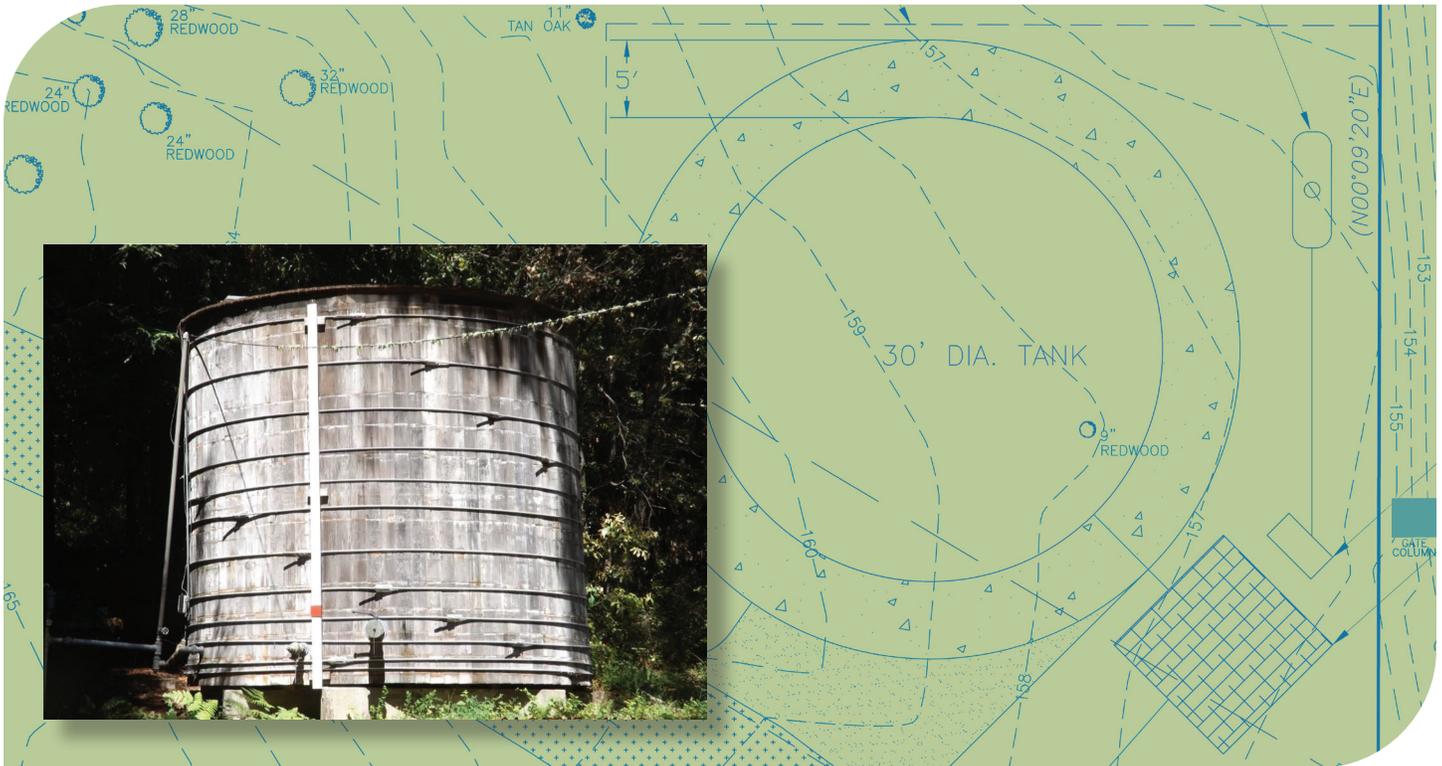
| KEY PERSONNEL | SWCA LABOR CATEGORY | 2022 DISCOUNTED RATE |
|---|--------------------------------|----------------------|
| Bill Spain Project Manager | Subject Matter Expert (SME) I | \$194.00 |
| Erica Rippe Assistant Project Manager | Specialist IX | \$151.00 |
| Jeff Little Technical Advisor | Subject Matter Expert (SME) IV | \$248.00 |
| Kristen Outten Biological Resources Lead | Specialist XI | \$174.00 |
| Christina Alonso Cultural Resources Lead | Specialist X | \$168.00 |
| Sarah Willbrand Regulatory Agency Coordination Lead | Specialist X | \$168.00 |

Table 3. SWCA Discounted Hourly Rates

| LABOR CATEGORY | 2022 DISCOUNTED RATE | LABOR CATEGORY | 2022 DISCOUNTED RATE |
|--------------------------------|----------------------|-----------------|----------------------|
| Subject Matter Expert (SME) IV | \$248.00 | Specialist X | \$168.00 |
| Engineering SME III | \$239.00 | Specialist IX | \$151.00 |
| SME III | \$225.00 | Specialist VIII | \$140.00 |
| Engineering SME II | \$212.00 | Specialist VII | \$131.00 |
| SME II | \$203.00 | Specialist VI | \$121.00 |
| SME I | \$194.00 | Specialist V | \$110.00 |
| Specialist XIV | \$203.00 | Specialist IV | \$100.00 |
| Specialist XIII | \$194.00 | Specialist III | \$91.00 |
| Specialist XII | \$190.00 | Specialist II | \$79.00 |
| Specialist XI | \$174.00 | Specialist I | \$68.00 |

Proposal for Environmental Consulting Services for the **Felton Heights Tank Replacement Project**

September 28, 2022



Prepared for:

San Lorenzo Valley Water District

13060 Highway 9
Boulder Creek, CA 95006

Prepared by:

HELIX Environmental Planning, Inc.

11 Natoma Street, Suite 155
Folsom, CA 95630

HELIX Environmental Planning, Inc.
11 Natoma Street, Suite 155
Folsom, CA 95630
916.365.8700 tel
www.helixepi.com



September 28, 2022

Carly Blanchard
Environmental Programs Manager
San Lorenzo Valley Water District
13060 Highway 9
Boulder Creek, CA 95006

Subject: Proposal for Environmental Services for Felton Heights Tank Replacement Project

Dear Ms. Blanchard:

The San Lorenzo Valley Water District (District) faces challenges unique to its rural and dispersed service area: mountainous terrain with significant topographic relief and limited above ground storage opportunities; a preponderance of low-density residential service connections; a service area prone to threats of wildfire; and aging and undersized infrastructure. HELIX Environmental Planning, Inc. (HELIX) prides itself on being the go-to environmental planning firm for several rural and underserved water districts to assist with their environmental compliance needs from preliminary planning through regulatory permitting.

Our technical expertise with on-the-ground resource investigations and California Environmental Quality Act (CEQA) compliance processing will be provided to the District for the Felton Heights Tank Replacement project (project). We understand that the District requires environmental services to support replacement of the current and undersized redwood water tank with a new 120,000-gallon bolted steel water tank at a new location. As a recognized leader providing environmental services in support of water infrastructure and facilities for over 30 years throughout the state, HELIX is highly qualified to address the complex issues that are associated with the tasks outlined under this contract.

A few highlights of our proposal are identified below:

- **HELIX has direct experience working with the District.** HELIX provided vegetation fuel reduction services for the District at three properties: Olympia Well site 2, Olympia Well site 3, and the Bear Creek Tank site. Vegetation fuel reduction activities occurred over approximately two acres of prioritized areas surrounding critical District infrastructure. Fuel reduction activity included tree removal, removing ladder fuels from low-hanging branches on mature trees, and cutting brush/grasses marked by a forester. Due to the unstable and steep terrain, as well as the presence of sensitive biological resources, vegetation removal was completed through manual methods, including chainsaws, loppers, and weed trimmers. HELIX was responsible for providing the District with daily production rates, coordinating with the registered forester and the District on sign-off of treatment areas, and maintaining fire hazard and prevention tools in crew vehicles.
- **HELIX maintains all technical disciplines outlined in this proposal in-house; no sub-contractors are needed.** We are a full-service environmental consulting firm and prepare air quality/greenhouse gas (GHG) emissions analysis, biological resource, cultural resource, and noise analyses within the firm. One of our senior terrestrial biologists resides in Santa Cruz and she is intimately familiar with the

local flora/fauna. Several of our team members listed in this proposal have direct experience working in the Santa Cruz mountains for other clients. We understand the local opportunities and constraints posed by working in the coastal range.

- **Our streamlined scope of work follows the project scope of services outlined in Section III.A of the Request for Proposal (RFP).** To this end, we propose to conduct the needed “on-the-ground” technical studies (i.e., biological and cultural resource investigations) of the proposed project site and construction staging areas first. The results of the technical studies, to be generated in fall 2022, may influence the District to make enhancements to the project footprint. The results will also assist HELIX and the District in determining the appropriate level of CEQA documentation (assumed to be an Initial Study/Mitigated Negative Declaration [ISMND]) and identify the potential need for regulatory permits (assumed to be negative). HELIX will also assist the District in conducting preliminary consultations with applicable regulatory agencies (such as the California Department of Fish and Wildlife [CDFW], among others) to determine federal/state public agency involvement.
- **We are prepared to start supporting the District as soon as we receive notice to proceed.** HELIX understands that “time of the essence” for this important project as the current redwood water tank is undersized and does not provide adequate fire flows. HELIX is prepared to mobilize technical crews immediately upon receiving notice to proceed and presenting the results of those studies to the District in the timeliest manner possible (fall/winter 2022).

We hope that you find our proposal thoughtful, compelling, and responsive to the District’s needs. If you have any questions on our proposal or qualifications, please contact me at 916.365.8713 or RobertE@helixepi.com. We look forward to receiving favorable word from the District and assisting with this important project. Thank you in advance for your time and consideration.

Sincerely,



Robert Edgerton, AICP CEP
Principal Planner

Distribution: proposal emailed to Carly Blanchard at cblanchard@SLVWD.com.

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1. Project Description and Approach

The current Felton Heights water storage tank consists of a 10,000-gallon redwood tank which is undersized for current domestic water demand; in addition, fire flow availability is severely limited. The District has determined that the current water tank has reached the end of its serviceable life. HELIX understands that the proposed project includes acquisition of private property or securement of an easement by the District across Assessor's Parcel Number (APN) 064-201-37. Specific site elements include, but may not be limited to:

- Site preparation of a portion of the largely undeveloped APN (i.e., project footprint) assumed to be approximately 2,500-square feet of the larger 64.5-acre APN, with a suitable buffer;
- Construction and operation of a new 120,000-gallon bolted steel water tank (approximately 30-feet in diameter and 32-feet high) on a concrete ring foundation;
- Construction of approximately 100-linear feet of 8-inch ductile iron main running from the upper end of the existing water tank to the proposed water tank site.
- Installation of a 6-inch fire hydrant located adjacent to the proposed water tank in an area suitable for fire equipment access;
- The proposed water tank would be fenced, painted, and/or landscaped such that it would be rendered as unobtrusive as possible.

The District has completed a property survey and preliminary geotechnical investigation for the project footprint. Based upon preliminary review of publicly available aerial imagery, HELIX is unaware of the presence of potentially jurisdictional features (i.e., wetlands and/or other waters of the U.S.) in the immediate vicinity of the proposed project footprint. However, the definitive presence/absence of such features will be determined during the course of biological resource investigations as outlined below.

HELIX will support the District by immediately undertaking biological and cultural resource investigations within the designated project footprint. The actual dimensions of the project footprint will be determined in coordination with the District prior to conducting the resource investigations. The results of these technical investigation will be prepared specific to both federal and state standards and released to the District in as timely a manner as possible (fall/winter 2022). The results of the technical investigations will be used to confirm the level of CEQA compliance documentation (assumed to be an ISMND). The project footprint shall be based upon project design plans provided by the District and/or their agents in AutoCAD™ format. Potential project staging areas, assumed to be within the project footprint buffer, shall also be identified in advance of HELIX conducting its field work.

HELIX will support District staff as they conduct the required government-to-government tribal consultation efforts per Assembly Bill (AB) 52. On behalf of the District, HELIX will prepare the draft letters of introduction for transfer to District letterhead and transmittal via the District. The District shall maintain the administrative record as it pertains to AB 52 and provide HELIX with the record for incorporation into the ISMND prior to public circulation.

Following completion of the technical studies, HELIX will coordinate directly with District staff and their agents (i.e., engineering contractor) to discuss potential refinements or enhancements to the project footprint, as necessary. It may be that avoidance with a regulated feature or sensitive habitat may be possible with minor realignment of one or more of the project's elements. The results of the technical studies will also identify needed/required follow-on studies, such as protocol level surveys for listed species or Phase 2 cultural resource investigations. The timing of these follow-on studies will be discussed in detail with District staff.

2. Identification of Prime Consultant

HELIX is an employee-owned, California Corporation and a leader in environmental planning, design, and natural resource sustainability. Established in 1991 and with offices in Sacramento, Placer, San Diego, Orange, Los Angeles, and Riverside Counties, we provide a broad range of environmental compliance services throughout California. We have extensive experience helping clients across a variety of sectors comply with federal, state, and local environmental laws and regulations, investigate natural and cultural resources, and design and construct sustainable projects.

In-house services provided by HELIX include CEQA and National Environmental Policy Act (NEPA) document preparation; regulatory permitting; biological and aquatic resource assessments; cultural resources investigations; historic resource evaluations; acoustical/noise studies; air quality/GHG analyses; mitigation monitoring and compliance; landscape architecture; and Geographic Information System (GIS) mapping.

HELIX has not had a contract terminated due to performance or had a contract be in default. HELIX is aware of one claim against the firm for professional services in the last five years. In 2015, one of HELIX Environmental Planning’s clients placed fill in Waters of the U.S. (i.e., in an unvegetated, ephemeral drainage channel) without first obtaining a Clean Water Act Section 404 Permit or Section 401 Water Quality Certification. The fill was placed outside the property limits of a parcel that had been purchased by our client and for which HELIX had prepared an environmental due diligence assessment. The San Diego Regional Water Quality Control Board issued a Notice of Violation against our client, and our client in turn sought compensation from HELIX and one of our subcontractors. In 2017, the issue was resolved through mediation to the satisfaction of all parties. We continue to receive new contracts from, and provide services, to this client. There has not been litigation or arbitration on projects, just the claim listed above that was settled through mediation.

Legal Name and Headquarters

HELIX Environmental Planning, Inc.
 7578 El Cajon Boulevard
 La Mesa, CA 91942

Proposal Contact

Robert Edgerton, AICP CEP
 Principal Planner
 11 Natoma Street, Suite 155
 Folsom, CA 95630
 916.365.8700 tel
 RobertE@helixepi.com

Project Team

Our organizational chart identifies the project team and the discipline of our key team members. The following section will expand on their role and provide demonstrated experience.



3. Project Organization and Experience of the Project Team

HELIX has assembled a highly qualified team to perform the full scope of services related to CEQA, regulatory permitting, and biological and cultural resources. Our in-house team includes resource experts for biology, archaeology, air/quality and GHG, and noise. Please refer to Section 4 of this proposal for examples of previous experience that key personnel have worked together on. Resumes of key personnel are included at the conclusion of this section (and omitted from the page count), and also show projects our team members have worked together on previous projects.

The HELIX team will be led by Project Manager and CEQA Lead, **Robert Edgerton**, who has over 25 years of experience in environmental documentation and regulatory compliance, including extensive experience working with water resource infrastructure projects throughout California. He will serve as the District's primary point of contact and will be responsible for the management of the agreed-upon scope of work, deliverable schedule, and project budget, and he will actively participate in project meetings with the District's project manager and project team. He will direct the day-to-day activities of the project team in coordination with key staff and hold regular team meetings to coordinate tasks requiring multiple staffing resources.

As Principal-in-Charge, **Patrick Britton** will ensure that all contractual obligations are met to the satisfaction of the District. Mr. Britton will review all work products before they are sent to the District as part of our established Quality Assurance/Quality Control (QA/QC) process.

Our Project Manager and Principal-in-Charge work in tandem to ensure work products fulfill a task's scope of services, are high-quality and accurate, and are on time and within estimated budgets. One of HELIX's baseline actions for our Project Manager is establishment of effective communication regarding technical, schedule, and budgetary issues. Once under contract, HELIX will quickly confirm appropriate lines of communications with the District. Open communication is maintained through periodic status reports, detailed monthly invoices, and meetings (in-person or virtual, as warranted). Through these communications, a uniform vision of project issues, objectives, and routes to satisfy those objectives is developed and documented for future reference, leading to efficient completion of the technical document and associated tasks.

Dr. Gretchen Flohr is a Principal Biologist who manages a team of junior- to senior-level biologists in Northern California, including biology staff based in Santa Cruz County. Dr. Flohr is a 10(a)1(A) permitted biologist for salt marsh harvest mouse (SMHM), vernal pool invertebrates, California red-legged frog (CRLF), and California tiger salamander (CTS), and additionally has extensive field experience directing teams of biologists with special-status species. Based on project requirements and resource areas she will assemble the appropriate team to conduct biological resources surveys, and subsequent monitoring and agency reporting needs, should the District later request these services during construction.

Ben Siegel, RPA is a Cultural Resources Project Manager and will serve as the lead archaeologist for all cultural resources evaluations and provide senior level oversight of all cultural resources-related reports, maps, and evaluation. He is also available to support the District in the facilitation of AB 52 (tribal consultation), as-needed.

Joanne Dramko, AICP is a Principal Planner and will serve as a Senior Air Quality and Noise Specialist for this project. She will direct preparation of air quality, greenhouse gas, energy, and noise impact analyses in support of CEQA documentation. Additionally, Ms. Dramko will serve as a resource for environmental analysis under CEQA and NEPA as she has managed the preparation of complex environmental documentation for multi-million dollar water facilities in California.

Erin Gustafson, AICP will serve as an Environmental Planner and assist the Project Manager with preliminary evaluation of potential impacts under CEQA to a number of resource areas.

John DeMartino is a Senior GIS Specialist and will lead preparation of GIS-generated maps and report graphics.

HELIX has sufficient staffing and expertise to provide the full range of services. We assure that key personnel identified will be the lead for their respective discipline, with additional staff available to support them. Furthermore, HELIX's Northern California offices staff approximately 50 professionals, with an additional 140 professional employees located in the firm's other California offices, should additional staff resources be needed. HELIX has the necessary resources, capacity, and experience to successfully complete this project for the District within the schedule and budget, as proposed within this proposal.

The HELIX project team is uniquely qualified for this project in a number of ways. First, our Project Manager has a strong background working with rural and urban water agencies, similar to your District, identify the minimal level of CEQA analysis required. He understands that maintaining the environmental schedule is imperative to keeping the design and construction schedules on track. Additionally, we recognize that Santa Cruz County has many plant and wildlife species requiring special consideration and that require permitted biologists that are familiar with appropriate seasonal surveys. Our permitted biologists will assist the District navigate timing and regulatory requirements. Finally, firmwide, HELIX staff have provided environmental consulting services for more than 1,000 water infrastructure and management projects spanning potable, wastewater, and recycled water (e.g., water storage/reservoirs, treatment plants, pump stations, pipelines, groundwater extraction/replenishment, wells, outfalls, canals, drainage, and emergency repairs) throughout the state of California. This includes small- to large-scale projects for a wide range of water purveyors, including Carlsbad Municipal Water District, City of Oceanside Water Utilities Department, Eastern Municipal Water District, Elsinore Valley Municipal Water District, Metropolitan Water District of Southern California, Otay Water District, Padre Dam Municipal Water District, and Rainbow Municipal Water District. This experience helped HELIX earn our reputation as a recognized leader for environmental services within the industry. We can draw upon this firm-wide experience, as needed, to find solutions for projects of any scale.

Robert Edgerton, AICP CEP

Project Manager/Principal Planner

Summary of Qualifications



Mr. Edgerton draws upon his experience as both a project manager and a senior environmental planner to aid governmental agencies, non-governmental organizations, and private companies in the planning, entitlement, and permitting of land development and infrastructure improvement projects. Calling upon 28 years of experience in the environmental and land use planning industry his work focuses on CEQA and NEPA compliance. He has successfully processed more than 100 environmental compliance documents such as Environmental Impact Reports (EIR), Environmental Impact Statements (EIS), ISMND, and Environmental Assessments (EA). He has also prepared, consulted on, and processed federal, state, and local permits in support of projects with the U.S. Army Corps of Engineers (USACE), U.S. Fish and Wildlife Service (USFWS), Bureau of Land Management (BLM), State and Regional Water Quality Control Board (RWQCB), and CDFW.

Select Project Experience

Phillipsville Water Systems Improvements, Phillipsville Community Services District, Humboldt County, Environmental Project Manager, 2021.

Pioneer Trail Pipeline and Pump Station, Truckee Donner Public Utility District, Nevada County, Environmental Project Manager, 2022.

Harbor View Mutual Water Company Water Storage Tank Replacement, Lake County, Environmental Project Manager, 2021.

Community Service Area No. 7 Water System Distribution Pipeline Improvements, San Mateo County, Environmental Project Manager, 2020.

Waterline Replacement and Rehabilitation, City of Folsom, Environmental Project Manager for 11 project improvements, 2021.

Millbrae Water Storage Tank Replacement, City of Millbrae, Environmental Project Manager, 2021.

Rainbow Bridge Waterline Rehabilitation, City of Folsom, Environmental Project Manager, 2017.

Tuolumne County Local Agency Formation Commission Environmental and Planning Support Services (Master Services Agreement), Tuolumne County, Environmental Project Manager, 2019.

Education

Master of Science, Environmental Sciences, Colorado State University, 1999

Bachelor of Science, Natural Resource Management, San Diego State University, 1990

Certifications

American Institute of Certified Planners (AICP), Certified Planner No. 159640, 2012

Professional Affiliations

Association of Environmental Professionals

American Planning Association, CCAPA

Patrick Britton

Principal

Summary of Qualifications



Mr. Britton leads our Northern California office teams for CEQA and NEPA compliance, biological resource studies, cultural resource management, landscape architecture, and regulatory permitting services. With 21 years of professional experience, he has completed environmental compliance documents, permits, and technical reports for a variety of clients and project types

throughout California, Nevada, and Utah. He specializes in managing the preparation and submission of Section 404 permit applications (USACE), Section 401 water quality certification applications (RWQCB), permit applications for Coastal Zone Management and McAteer-Petris Act compliance (San Francisco Bay Conservation and Development Commission [BCDC]), and Section 1602 Agreements (CDFW). Mr. Britton has extensive experience leading teams and managing complex projects, ensuring that appropriate entitlements are received in a timely manner and within budget, and helping clients to navigate applicable local, state, and federal regulations.

Select Project Experience

San Jose Water Company Idylwild Water Storage Facility, Santa Clara County, Principal-in-Charge and QA/QC, 2022.

California Water Service Los Altos Station 9 Generator Project, City of Los Altos, Principal-in-Charge and QA/QC, 2021.

Caldor Fire Hazard Tree Mitigation, El Dorado Irrigation District, Principal-in-Charge and QA/QC, 2022.

Harbor View Mutual Water Company Water Storage Tank Replacement, Lake County, Principal-in-Charge and QA/QC, 2020.

West Point Water Supply Drought Resiliency, Calaveras County Water District, Principal-in-Charge and QA/QC, 2022.

Euclid Avenue Backline Sewer Replacement, City of Berkeley, Principal-in-Charge and QA/QC, 2020.

Phase I Sewer Line Replacement, City of Angels Camp, Principal-in-Charge and QA/QC, 2022.

Three Creeks Parkway Restoration Project, County of Contra Costa, Principal-in-Charge and QA/QC, 2020.

Pinehurst Road Sinkhole and Culvert Repair, County of Contra Costa, Principal-in-Charge and QA/QC, 2021.

Education

Bachelor of Science, Biology (Environmental Biology option) with minor in Botany, Humboldt State University, 2001

Certifications

Society of Wetland Scientist, Professional Wetland Scientist (PWS #2354)

CDFW, Plant Voucher Collecting Permit No. 2081(a)-21-079-V

International Society of Arboriculture, Certified Arborist #WE-7449A, 2005

Central Coast Wetlands Group, Qualified California Rapid Assessment Method, Practitioner, 2013

Gretchen Flohr, PhD

Principal Biologist

Summary of Qualifications



Dr. Flohr is a seasoned field biologist with 28 years of in-depth experience working with state and federal agencies, and public and private clients. She has expertise in wetland ecology, mammalogy, herpetology, and invertebrate zoology and extensive experience with all native California amphibian, reptiles, and small mammals. Dr. Flohr has taught and mentored numerous students and professionals in the classroom and in the field, including training state, federal, and local agency personnel in the areas of small mammal and amphibian trapping techniques and species identification. She has conducted habitat assessments and protocol surveys for numerous special-status species including SMHM, CRLF, CTS, burrowing owl, western pond turtle, foothill yellow-legged frog, blunt-nosed leopard lizard, San Joaquin kit fox, and vernal pool fairy and tadpole shrimp. Dr. Flohr possesses 10(a)1(A) federal permits for SMHM, vernal pool invertebrates, CRLF, and CTS.

Select Project Experience

North Coast System Rehabilitation Phase 3 Pipeline Replacement, Santa Cruz Water Department, Santa Cruz County, Principal Biologist, 2016.

Caltrans North South Counties Highway 17 Improvements, Caltrans, Santa Cruz County, Principal Biologist, 2017.

San Jose Water Company Idylwild Water Storage Facility, Santa Clara County, Principal Biologist, 2022.

East Bay Municipal Utility District San Pablo Reservoir Tree Removal Biological Monitoring, Contra Costa County, Principal Biologist, 2022

Coastal Biology Building, University of California, Santa Cruz, Principal Biologist, 2016.

Long Range Open Space Preserve San Francisco Dusky-Footed Woodrat Live-Trapping, Midpeninsula Regional Open Space District, Santa Cruz County, Principal Biologist, 2015.

Coyote Creek Reach 1A SMHM Trapping Study, Santa Clara Valley Water District, Principal Biologist, 2019.

San Leandro Creek Hazardous Tree Management Project Phase Two, Alameda County Flood Control and Water Conservation District, Principal Biologist, 2016.

Education

Doctor of Philosophy, Herpetology, Southern Illinois University, Carbondale, 2009

Bachelor of Science, Organismal and Conservation Biology, San Jose State University, 1996

Master of Science, Organismal and Conservation Biology, San Jose State University, 1999

Certifications

USFWS, Endangered Species Permit No. TE-06112-8, 2017

CDFW, Scientific Collecting Permit No. 193640005-20237-001 (CTS, CRLF, western pond turtle, SMHM, dusky-footed woodrat, vernal pool branchiopods. All amphibian and mammal Species of Special Concern)

The Wildlife Society, Certified Wildlife Biologist

Ben Siegel, RPA

Cultural Resources Project Manager

Summary of Qualifications



Mr. Siegel is an archaeologist and cultural resource manager with 14 years of experience directing cultural resource management efforts across the United States and in countries abroad. He has authored or co-authored dozens of cultural resource assessments and reports associated with projects requiring compliance with Section 106 of the National Historic Preservation Act (NHPA), NEPA, and CEQA. He has applicable experience in directing records searches, field surveys, site evaluations, data recovery efforts, and in the development of resource mitigation plans for large scale cultural resource efforts. Mr. Siegel is also experienced in the application of the California Register of Historical Resources (CRHR) and National Register of Historic Places (NRHP) evaluation criteria to various cultural resources. He meets the Secretary of the Interior's (SOI) Professional Qualifications Standards for prehistoric archaeology, historic archaeology, and history and is a member of the Register of Professional Archaeologists.

Select Project Experience

West Point Water Supply Drought Resiliency Biological and Cultural Resource Evaluations, Calaveras County Water District, Senior Archaeologist, 2022

Orleans Mutual Water Company, Water Treatment and Storage Improvements, Humboldt County, Senior Archaeologist, 2022.

Pioneer Trail Pipeline and Pump Station, Truckee Donner Public Utility District, Nevada County, Senior Archaeologist, 2021.

Social and Ecological Resilience Across the Landscape Fire Management Features Cultural Resources, Tuolumne County, Senior Archaeologist, 2022.

Fred Jackson First Mile/Last Mile Connection Environmental Compliance & Monitoring, Contra Costa County, Senior Archaeologist, 2021.

Mowry Village Residential, City of Newark, Senior Archaeologist, 2021.

Forebay Park Improvements Master Plan and CEQA Support, El Dorado County, Senior Archaeologist, 2022.

Education

Doctor of Philosophy Candidate, Anthropology, University of California, Berkeley, 2023

Master of Arts, Anthropology, University of California, Berkeley, 2019

Master of Arts, Maritime Studies and Nautical Archaeology, East Carolina University, 2011

Master of Arts, American History, Emory University, 2007

Bachelor of Arts, History, Cum Laude, Emory University, 2007

Registrations/Certifications

Registered Professional Archaeologist, #989542

U.S. SOI Qualified for Historic Archaeology, Prehistoric Archaeology, and History

Professional Affiliations

Society for Historical Archaeology

Joanne Dramko, AICP

Principal Planner

Summary of Qualifications



Ms. Dramko authors and/or manages the production of environmental documents for a variety of project types, including residential, commercial, recreational, transportation, water/wastewater, and utilities. Her focus is climate change and sustainability within the context of CEQA. In her 22 years of experience with environmental reports under CEQA and NEPA, Ms. Dramko has prepared environmental documentation for numerous planning projects, including Programmatic EIRs (PEIRs), ISMNDs, EAs, Climate Action Plans, Energy Action Plans, General Plans, and Specific Plans. She has conducted noise and air quality analyses using survey equipment such as the American National Standards Type II noise level meter, computer models such as the California Emission Estimator Model (CalEEMod), and the Federal Highway Administration Traffic Noise Model. Ms. Dramko is also skilled at communicating technical information to general audiences in public forums, and engaging members of the public in the environmental planning process.

Select Project Experience

Rainbow Municipal Water District Water & Sewer Facilities Plan Program EIR, San Diego County, Project Manager, 2022.

Padre Dam Municipal Water District East County Advanced Water Purification Program, San Diego County, Project Manager, 2019.

Padre Dam Municipal Water District Comprehensive Facilities Master Plan PEIR, San Diego County, Project Manager, 2018.

Nevada Irrigation District Raw Water Master Plan Phase II CIP PEIR, Nevada County, Project Manager, 2018.

Purified Water Replenishment EIR, Eastern Municipal Water District, Riverside County, Project Manager, 2021.

Etiwanda Pipeline Relining, Metropolitan Water District of Southern California, Senior Technical Specialist, 2014.

Gopher Canyon Water Pipeline Improvement, Rainbow Municipal Water District, San Diego County, Project Manager, 2021.

Mountain View Connector Pipeline Addendum, Padre Dam Municipal Water District, San Diego County, Project Manager, 2019.

Education

Master of Environmental Science and Management, University of California, Santa Barbara, 2000

Bachelor of Arts, Fine Arts, New College of Florida, 1991

Certifications

American Institute of Certified Planners, AICP Certified Planner No. 020810, 2006

California Air Resources Board, Greenhouse Gas Lead Verifier No. H-18-041, 2018

County of San Diego, Approved EIR (2007), Visual Impact (2007), Air Quality (2007) and Noise (2021) Report Preparer

Professional Affiliations

American Planning Association

Association of Environmental Professionals

Erin Gustafson, AICP

Environmental Planner

Summary of Qualifications



Ms. Gustafson has nine years of environmental planning experience and assists clients in successful completion of the environmental review process. She is skilled in preparing ISMNDs and EIRs under CEQA, and EAs and EISs under NEPA. She has also assisted clients with managing responses to public comments on complex and high-profile projects. With seven years of experience on water, transportation, renewable energy, and residential, commercial, and other land use development projects, Ms. Gustafson has coordinated multidisciplinary teams, worked closely with staff from public agencies, and integrated input from a variety of stakeholders.

Select Project Experience

Waterline Replacement and Rehabilitation, City of Folsom, Environmental Planner for 11 project improvements, 2021.

Sites Reservoir, Glenn and Colusa Counties, Environmental Planner, 2020.

Aramis Solar Energy Generation and Storage, County of Alameda, Environmental Planner, 2020.

Scarlet Solar Environmental Compliance, County of Fresno, Environmental Planner, 2022.

Garland Battery Energy Storage System, County of Kern, Environmental Planner, 2021.

Fifth Standard Solar Environmental Compliance, County of Fresno, Environmental Planner, 2022.

West Hanford Monopole Cellular Tower, Kings County, Environmental Planner, 2021.

Old Depot Bike Park, El Dorado County, Environmental Planner, 2022

Twilight Ride Parking Area at Hidden Falls Regional Park, Placer County, Environmental Planner, 2022.

Education

Bachelor of Arts, Urban Studies and Planning, University of California, San Diego, 2013

Certifications

American Institute of Certified Planners, AICP Certification, 2019

Professional Affiliations

Association of Environmental Professionals

American Planning Association

John DeMartino

Senior GIS Specialist

Summary of Qualifications



Mr. DeMartino is a GIS professional with 25 years of experience and an extensive background in applying GIS applications and workflows in support of biological, cultural, conservation, transportation, public works, municipal/environmental planning, water, and engineering projects, with an emphasis on CEQA and NEPA documentation, environmental permitting, and monitoring. He is proficient in the latest GIS software and technologies, including ArcGIS Desktop, ArcGIS Server, ArcGIS Online, ArcGIS Collector, Trimble TerraSync and Trimble Pathfinder Office Global Positioning System (GPS) software, ERDAS Imagine and ERDAS StereoAnalyst, SketchUp, and several ArcGIS extensions, including Data Reviewer, Spatial Analyst, 3D Analyst, and Survey123 for ArcGIS. Mr. DeMartino has senior-level expertise both performing and supervising key GIS practices, including GIS data development, GPS data collection, CAD data integration, impact and overlay analysis, spatial modeling, mapping, and QA/QC of final deliverables.

Education

Bachelor of Science,
Geology, California
State University,
Northridge, 2001

Bachelor of Science,
Economics, Florida
State University, 1992

Select Project Experience

Caldor Fire Hazard Tree Mitigation, El Dorado Irrigation District, Senior GIS Specialist, 2022.

Sly Park Intertie Pipeline, El Dorado Irrigation District, Senior GIS Specialist, 2022.

Grant Line Pipeline GIS Overlay Analysis, City of Rancho Cordova, Senior GIS Specialist, 2021.

Phillipsville Water Systems Improvements, Phillipsville Community Services District, Humboldt County, Senior GIS Specialist, 2021.

Service Area No. 7 Water System Distribution Pipeline Improvements, San Mateo County, Senior GIS Specialist, 2021.

San Jose Water Company Idylwild Water Storage Facility, Santa Clara County, Senior GIS Specialist, 2022.

Orleans Mutual Water Company, Water Treatment and Storage Improvements, Humboldt County, Senior GIS Specialist, 2022.

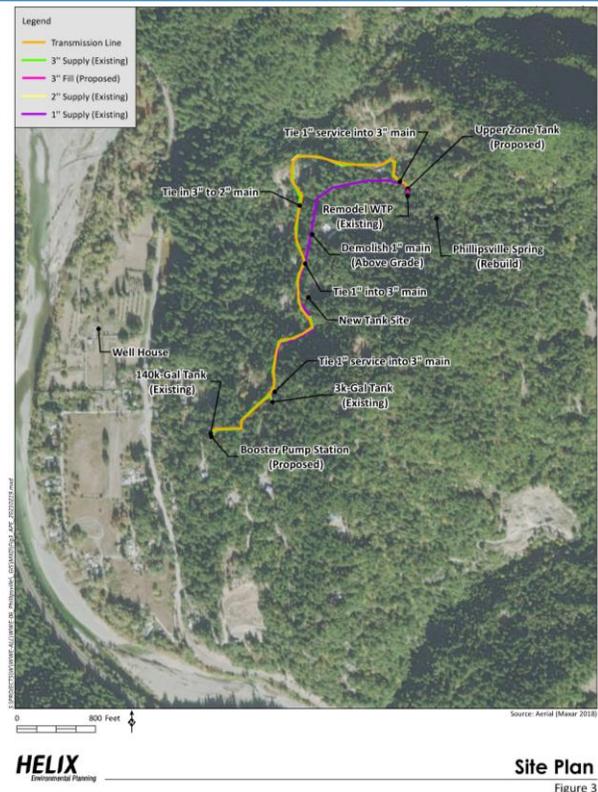
Pioneer Trail Pipeline and Pump Station, Truckee Donner Public Utility District, Nevada County, Senior GIS Specialist, 2021.

4. Experience and Past Performance

HELIX provides the complete range of CEQA documentation and biological and cultural resources services required to support the District’s water tank replacement project. We also manage resource-oriented permit processes and mitigation program planning efforts for projects under the jurisdiction of numerous local, state, and federal agencies. With this range of skills, HELIX is exceptionally qualified to provide solutions that incorporate sensitivity to environmental and cultural resources from initial project conception and design through construction. The following summaries of recent projects highlight our team’s relevant experience.

Phillipsville Community Services District Water System Improvements

The Phillipsville Community Services District serves approximately 300 residents through 66 services connections in rural Humboldt County. A treatment system for the supply spring and a 140,000-gallon storage tank was installed approximately eight years ago; the installed treatment system has deficiencies due to improper design and installation. Proposed improvements will need to assess the current condition of the spring source and evaluate potential improvements to address system deficiencies and redundancy, storage, chlorine contact time, and adequate supply. HELIX prepared stand-alone technical studies (biological/cultural resource evaluations) and CEQA-Plus documentation to meet state/federal environmental compliance needs per the State Revolving Fund (SRF) program as administer by State Water Resources Control Board (SWRCB). The CEQA-Plus ISMND was prepared with the SWRCB as the CEQA lead agency.



HELIX team members: Edgerton and DeMartino

Owner, contact name and phone number:

Phillipsville Community Services District, Bonnie Mullaney, General Manager, 707.943.1650

Project budget: \$50,000

Total dollar value of completed project: \$49,500

Budgeted project schedule: 10/2020 - 6/2021

Total time to completion: 11/2020 – 6/2021

Estimated construction costs: \$2,958,000

Actual construction costs: unknown

Kokila Reservoir Replacement

The San Juan Water District (SJWD) owns and operates the 4.56 MG Kokila Reservoir. The existing Kokila reservoir was constructed in 1983 and per the 2020 Retail Water Master Plan Update, the existing reservoir is near the end of its useful life. The existing reservoir is proposed for replacement with a new partially buried prestressed concrete reservoir. The project will be funded by the SWRCB under the SRF program with the SJWD identified as CEQA lead agency. As the project consists of replacement of existing infrastructure with minimal increase in system capacity/service the proposed project is subject to a Categorical Exemption under CEQA. HELIX prepared the Notice of Exemption and worked with SJWD to prepare the Environmental Package (12/2019 edition) for submittal to the SWRCB as required by the SRF application. Various technical studies, including air quality, biological resource, and cultural resources were conducted in support of the Environmental Package/SRF application. An alternatives analysis was prepared based upon the three project alternatives (i.e., no project, proposed project, and alternative project) as defined in the project's Preliminary Engineering Report.

HELIX team members: Edgerton and DeMartino

Owner: San Juan Water District

Client contact name and phone number: Water Works Engineers, Mike Fisher, 916.521.9200

Project budget: \$34,000

Total dollar value of completed project: \$34,000

Budgeted project schedule: 8/2021 – 2/2022

Total time to completion: 8/2021 – 4/2022

Estimated construction costs: \$9,890,000

Actual construction costs: unknown

Harbor View Mutual Water Company Water Storage Tank Replacement

HELIX supported the Harbor View Mutual Water Company (HVMWC) with replacement of two historic redwood potable water storage tanks and associated infrastructure that have exceeded its serviceable life. HELIX conducted biological and cultural resource inventories and prepared the CEQA Categorical Exemption and NEPA Categorical Exclusion in support of the project located in Kelseyville, Lake County. The U.S. Department of Agriculture (USDA) was the federal reviewing agency as the project is funded in part through a USDA grant, with Lake County acting as the CEQA lead agency. HVMWC is a California nonprofit corporation that serves Riviera West property owners.

HELIX team members: Edgerton and DeMartino

Owner, contact name and phone number: Harbor View Mutual Water Company, Christine Smits, 707.279.8544

Project budget: \$41,500

Total dollar value of completed project: \$41,500

Budgeted project schedule: 6/2020 – 3/2021

Total time to completion: 6/2020 - 3/2021

Estimated construction costs: \$859,741

Actual construction costs: unknown

5. Exceptions and Insurance

HELIX has fully read the RFP and we do not take any exceptions to any portion of the RFP.

HELIX maintains insurance coverage which meets the limits identified in the RFP.

6. Contractual Scope of Services

6.1 Scope of Work

Task 1: Biological Resources Evaluation

This task consists of preparation of a Biological Resources Evaluation (BRE) to support CEQA documentation. The BRE will provide information on site conditions and the potential for impacts to special-status species. Studies conducted in support of the BRE will consist of a desktop review of existing geospatial/narrative information queries, review of available resource databases, a biological reconnaissance field surveys of the project footprint including associated buffers, and an analysis of potential impacts to biological resources as well as proposed measures to reduce and/or avoid such impacts.

Literature Review, Database Search, and Field Preparation: HELIX will conduct a review of existing pertinent information on biological resources (as available) and conduct an in-house database search for sensitive species known to occur within the project footprint and immediate vicinity. The in-house database search will include a query of the following agency lists of special-status species and associated resources:

- USFWS Sacramento Fish and Wildlife Office; Critical Habitat portal and Information for Planning and Consultation (IPaC);
- CDFW Natural Diversity Database (CNDDDB);
- The California Native Plant Society (CNPS) Rare Plant Database;
- National Wetlands Inventory (NWI); and
- Natural Resources Conservation Service (NRCS).

Biological Reconnaissance Survey: HELIX will conduct a biological reconnaissance survey of the project footprint, including mapping the locations of special-status species observed during the time of the survey (assumed to be fall 2022). Plant and animal species encountered on the site will be identified to the taxonomic level possible at the time of the survey.

The field reconnaissance survey will be focused on a habitat assessment approach, specifically including the species shown in the table on the following page. HELIX will evaluate and identify for future consideration the need to conduct protocol surveys for special-status species where suitable habitat is present in the project footprint. If special-status plant surveys are identified, surveys would be recommended for the appropriate blooming season.

CRLF Habitat Assessment: Based on a preliminary desktop analysis conducted in support of this proposal and HELIX's experience with projects in Santa Cruz County, USFWS considers the federally threatened CRLF to have the potential to occur in the project region. Therefore, the information required to support a formal habitat assessment consistent with the requirements of the USFWS *Revised Guidance on Site Assessment and Field Surveys for the California Red-legged Frog* (Revised Guidance; USFWS 2005) will be collected for CRLF as part of the biological reconnaissance survey and incorporated into the BRE report.

Summary of Species for Habitat Assessment

| Birds | | |
|---------------------------------|---------------------------------|--------------------------------|
| Least Bell’s Vireo | Yellow-billed Cuckoo | Southwestern Willow Flycatcher |
| Amphibians | | |
| California Tiger Salamander | Santa Cruz Long-toed Salamander | California Red-legged Frog |
| Invertebrates | | |
| Mount Hermon June Beetle | Ohlone Tiger Beetle | Smith’s Blue Butterfly |
| Zayante Band-winged Grasshopper | | |
| Plants | | |
| Santa Cruz Cypress | Ben Lomond Spineflower | Monterey Spineflower |
| Santa Cruz Tarplant | Ben Lomond Wallflower | Scotts Valley Polygonum |
| Scotts Valley Spineflower | White-rayed Pentachaeta | |

Reporting: HELIX will prepare a BRE report to describe the methods of the biological studies conducted, present the results of the literature review and fieldwork, provide mapping of the biological habitats present within the project footprint, assess the potential for special-status species to occur within the project footprint or be impacted by the proposed project, identify regulatory issues related to the resources on the site, quantify acreages of special-status species or sensitive habitats within the project footprint, quantify impacts to sensitive resources, and recommend avoidance and minimization measures and/or mitigation measures, as necessary. This task assumes analysis of one version of a site plan and one round of minor revisions from the project team. Major or multiple revisions to the site plan may require a contract augment.

This task does not include protocol surveys for special-status animal species or focused botanical surveys for special-status plants. If the need for protocol surveys or focused botanical surveys is identified during preparation of the biological report, HELIX will notify the District. Protocol/focused surveys would need to be conducted at the appropriate time of year upon authorization of a separate scope and budget. This scope of work assumes that the project would not be likely to adversely affect CRLF; therefore, preparation of a Biological Assessment to support formal Section 7 Consultation is not expected to be necessary at this time and is not included in this scope of work. Formal consultation with CDFW or USFWS regarding special-status species is also not included in this scope of work and would require additional authorization if CRLF is determined likely to occur on the site or be affected by the project during preparation of the BRE report.

Deliverables: Draft and Final Biological Resources Evaluation Report in Adobe Acrobat PDF™ format.

Task 2: Cultural Resources Assessment

The Cultural Resources Assessment proposed below will support the District in meeting their cultural and tribal cultural resource compliance requirements for CEQA and Section 106 of NHPA, as needed, for the proposed project.

Records Search, Background Research, and Native American Outreach: HELIX will conduct an archaeological and historical records review and literature search for the project area and its environs

through the Northwest Information Center (NWIC) of the California Historical Resources Information System, located at Sonoma State University, Rohnert Park. The records search area will include the project's Area of Potential Effects (APE) and a 0.25-mile radius around the APE. The purpose of the records search is to: (1) identify cultural resources previously documented within and immediately adjacent to the APE; (2) to determine if the APE has been previously surveyed, when those surveys took place, and how the surveys were conducted; and (3) to ascertain the potential for cultural resources to be found in the APE and within 0.25-miles of the APE boundaries. The records search will include reviews of the appropriate US Geological Survey (USGS) topographic maps where cultural resources are mapped, archaeological site and historic structure records, and data from previous surveys and research reports. In addition, the state of California Historical Landmarks, and the California Points of Historical Interest will be examined to ascertain the presence of designated, evaluated, and/or historic-era resources in the vicinity of the APE. This proposal assumes that NWIC fees will not exceed \$700.

HELIX will also contact the Native American Heritage Commission (NAHC) to conduct a records search of their Sacred Lands File (SLF) for the presence of Native American sacred sites or human remains in the vicinity of the APE. The results provided by the NAHC will include a list of Native American groups and individuals with potential knowledge of cultural resources in or near the project area. HELIX will send letters to each tribal representative requesting additional information or concerns they may have about the proposed project. This informal outreach is separate from formal tribal consultation required under AB 52. HELIX assumes that District will undertake formal tribal consultation under AB 52 as necessary.

Cultural Resources Survey: Making use of the data collected during the Records Search, Background Research, and Native American Outreach, HELIX will conduct a survey of the APE and its surroundings to determine the presence of prehistoric and/or historic resources that might be impacted by project activities. The fieldwork will consist of an intensive visual inspection of the APE's ground surface by HELIX Archaeologists using transects spaced 5- to 10- meters apart. HELIX Archaeologists will inspect accessible portions of the project's APE.

During the survey, the ground surface will be examined for the presence of prehistoric artifacts (e.g., flaked stone tools, tool-making debris, stone milling tools), historic artifacts (e.g., metal, glass, ceramics), sediment discoloration that might indicate the presence of midden, and depressions and other features that might indicate the former presence of structures or buildings (e.g., postholes, foundations). Cultural resources encountered will be recorded on the appropriate Department of Parks and Recreation (DPR) 523-series forms. The position of any encountered cultural resources will be recorded with a GPS and artifacts and features will be record via narrative notes and photographs. No artifacts will be collected during the survey and no subsurface testing will be conducted as part of the survey. This proposal assumes that up to two previously recorded or newly discovered cultural resources will require documentation during the survey. The methods employed and results of the survey will be documented in a Cultural Resources Assessment Report, described below.

Cultural Resources Assessment Report: At the conclusion of the Cultural Resources Survey HELIX will produce a Cultural Resources Assessment Report (letter report format) that meets both CEQA and Section 106 of NHPA standards, as necessary. The report will include a description of the Records Search, Background Research, and Native American Outreach undertaken for the project, as well as a summarization of the findings of each of these efforts. The letter report will also include an explanation of the survey methodology implemented as well as a description of the results of the survey. DPR forms produced for encountered resources during the survey will be included in the letter report in an

appendix. Finally, the letter report will conclude with recommendations for further study, evaluation, or mitigation of cultural resources that may be affected by the proposed project.

Deliverables: Cultural Resources Assessment Letter Report in Adobe Acrobat PDF™ format.

Task 3: Air Quality/Greenhouse Gas Emissions/Energy Analysis

HELIX will quantify air quality and greenhouse gas emissions for construction and operation of the proposed project using CalEEMod based upon project specific information generated by the District and/or their engineer. Energy use will also be estimated based upon anticipated construction equipment and project construction phasing/schedule. Quantified results will be incorporated/appended to the ISMND as outlined below.

Deliverables: Air Quality/Greenhouse Gas Emissions/Energy analysis integrated directly into the ISMND.

Task 4: CEQA ISMND

4.1: Administrative Draft ISMND

HELIX proposes that an ISMND will be prepared for the proposed project to satisfy CEQA Guideline requirements. Although highly unlikely, if it is determined that potential environmental effects resulting from the project would be significant and unmitigable, or if the District requests a different CEQA document, HELIX would need to modify the Scope of Services outlined below.

The Administrative Draft ISMND will include a detailed description of the proposed project, an Initial Study checklist prepared in accordance with Appendix G of the CEQA Guidelines, and supporting figures. The Initial Study checklist will analyze the project's potential environmental effects. Unless outlined above, it is assumed that any project-specific technical reports that may be required by the District will be provided to HELIX as necessary. The ISMND impact assessment will include a qualitative impact evaluation for the remaining environmental topic areas indicated in the Initial Study checklist.

Deliverables: Administrative Draft ISMND submitted electronically (Adobe Acrobat PDF™ format).

4.2: District Review of Administrative Draft ISMND / Pre-Print Draft ISMND

Following submittal of the Administrative Draft ISMND, the District will be afforded the time needed to review and compile comments for HELIX's consideration. A single set of written comments on the Administrative Draft ISMND is envisioned; we equally assume that no additional modeling or field investigations will be required to rectify District comments. All comments are assumed to be minor in nature. HELIX suggests that the Administrative Draft ISMND not be shared with outside parties as this may constitute release of a public review draft ISMND prematurely.

Following receipt of the single-round of comments on the Administrative Draft ISMND, HELIX will prepare a comment/response matrix to clearly track edits made to the ISMND. The resulting Pre-Print Draft ISMND will be submitted to the District along with the comment/response matrix. HELIX assumes that the District will approve the Pre-Print Draft ISMND without further revision.

Deliverables: Pre-Print Draft ISMND and comment/response matrix.

4.3: Public Review Draft ISMND

HELIX will produce an electronic version of the Public Review Draft ISMND for the proposed project for District distribution via the State Clearinghouse. In addition, HELIX will produce up to three hardcopies of

the Public Review Draft ISMND for the District's use. A reproducible original of the Public Review Draft ISMND and a digital copy in Microsoft Word® (.doc or .docx) and/or Adobe Acrobat® (.pdf) formats also will be provided to the District.

HELIX will prepare a Notice of Intent to Adopt the ISMND for the project for review and approval by the District. The District shall be responsible for distribution of the Public Review Draft ISMND (including the required copies to the State Clearinghouse), filing the Notice of Intent with the Santa Cruz County Clerk, publishing a public notice in a local newspaper as needed, and notifying surrounding property owners of the availability of the Public Review Draft ISMND, as warranted.

Deliverables: Public Review Draft ISMND (electronically in Adobe Acrobat PDF™ format and five hardcopies); Notice of Intent to Adopt the ISMND.

4.4: Response to Comments / Final ISMND

In consultation with the District, HELIX will respond to comments received on the content of the Public Review Draft ISMND during public review of the document. HELIX has budgeted approximately eight hours of professional time to respond to comments on the contents and conclusions; it is further assumed that the technical analyses will not require revision. The responses to comments and revisions to the Public Review Draft ISMND (as needed) will be incorporated into an errata document and/or Final ISMND per the District's preference. HELIX will also prepare a draft and final Mitigation Monitoring and Reporting Program (MMRP) for the project.

HELIX will prepare the Notice of Determination (NOD) for the project for review and approval by District. HELIX will file the NOD at the Santa Cruz County Clerk within five business days after approval of the project and adoption of the Final ISMND. The District shall be responsible for filing the NOD with the State Clearinghouse as the CEQA lead agency. The District shall bear the cost of Santa Cruz County Clerk and CDFW filing fees for the project.

Deliverables: Response to Comments; MMRP; NOD; Final ISMND (or errata document, as preferred).

Task 5: Meetings/Project Management

HELIX will provide project management services as the project undergoes environmental processing. Management tasks consist of informal coordination with the project team (defined as the District and their engineering contractor). Coordination will take the form of telephone conversations, face-to-face discussions, and email communications as necessary. Other management responsibilities will include interface with District staff on project description information, tracking project budget, and reviewing schedule progress. If preparation and approval of the environmental document takes longer than five months to complete, additional management time at additional cost may be required.

HELIX's Project Manager will attend up to three project team meetings, including a virtual kick-off meeting to discuss the project, a virtual meeting to address District comments on the Administrative Draft ISMND, and face-to-face attendance at a District hearing in support of the draft environmental document. No specific presentation graphics are included for any of the above meetings. If additional meeting time is requested, a budget augment would be required.

Deliverables: Not applicable

Scope of Work Assumptions

- The NWIC Records Search Fees will not exceed \$700.
- Modifications to or revisions to the proposed APE may necessitate the expansion of the proposed cultural survey to ensure that all portions of the APE are visually inspected for cultural resources. Changes to the areas that will need to be surveyed may result in the need for a contract amendment to address additional costs.
- The budget for the cultural resource assessment provided in this proposal cover the expenses associated with recordation of up to two cultural resources on the appropriate DPR 523-series forms and the filing of those forms with the NWIC. If more than two cultural resources are encountered during the survey, additional funds may be required through a contract amendment.
- This scope of work does not include the effort that would be required to make determinations of significance and or eligibility for inclusion in NRHP or CRHR for cultural resources encountered during the records search or survey. If cultural resources are encountered and thought to be 50 years old or older, and such determinations of significance or NRHP/CRHR eligibility are required in order for the project to meet with CEQA and Section 106 compliance, then an additional scope of work, furnished through a contract amendment, will be necessary to complete these formal evaluations.
- This scope of work does not include consultation with potential CEQA responsible/trustee agencies or regulatory resource agencies.
- Data collection and presentation will be qualitative unless otherwise noted; quantifiable data gathering, modeling, and/or presentation is not included.
- The District shall undertake formal government-to-government tribal consultation per AB 52 requirements as necessary. HELIX can support the District with consultation, as requested, for following additional authorization.
- We assume only one round of minor revisions from the project team for draft reports/documents prepared under this scope. Major or multiple revisions may require additional authorization.

6.2 Schedule

HELIX understands that timing is of the essence for successful completion of CEQA documentation for the proposed project. Assuming we receive notice to proceed by October 1, 2022, HELIX believes that the proposed project could be included on the agenda for a Board of Directors hearing in March or April 2023. Major revisions to the project footprint or technical studies prepared in support of the draft CEQA document by the District may require revision to this conceptual schedule, as outlined below:

| Task | Start (2022) | End (2023) | Duration (days) |
|------------------------------------|-----------------|---------------|--------------------|
| 1: Biological Resources Evaluation | 10/1 | 10/31 | 30 |
| 2: Cultural Resources Assessment | 10/1 | 11/15 | 45 |
| 3: Air Quality/GHG/Energy Analysis | 10/15 | 11/15 | 30 |
| 4: CEQA ISMND | 11/1 | 3/1 | 120 |
| 5: Meetings/Project Management | 10/1 | 3/1 | 150 |

7. Professional Fee and Fee Schedule

| | | Task 1 | | Task 2 | | Task 3 | | Task 4 | | Task 5 | | TOTAL | |
|---|-------|---------------------------------|---------|-------------------------------|---------|--------------------------|---------|------------|----------|--------------|---------|-------|----------|
| | | Biological Resources Evaluation | | Cultural Resources Assessment | | Air Quality/ GHG/ Energy | | CEQA ISMND | | Meetings/ PM | | | |
| HELIX LABOR | | | | | | | | | | | | | |
| Personnel | Rate | Hours | Cost | Hours | Cost | Hours | Cost | Hours | Cost | Hours | Cost | Hours | Cost |
| Principal | \$275 | - | \$0 | - | \$0 | - | \$0 | 8 | \$2,200 | - | \$0 | 8 | \$2,200 |
| Principal Planner | \$275 | - | \$0 | - | \$0 | 8 | \$2,200 | - | \$0 | - | \$0 | 8 | \$2,200 |
| Principal Planner | \$265 | 2 | \$530 | 2 | \$530 | 2 | \$530 | 40 | \$10,600 | 16 | \$4,240 | 62 | \$16,430 |
| Envir. Project Manager I | \$150 | - | \$0 | 8 | \$1,200 | - | \$0 | 80 | \$12,000 | - | \$0 | 88 | \$13,200 |
| Environmental Planner I | \$115 | - | \$0 | - | \$0 | - | \$0 | 40 | \$4,600 | - | \$0 | 40 | \$4,600 |
| Principal Cultural Resources Specialist | \$185 | - | \$0 | 2 | \$370 | - | \$0 | - | \$0 | - | \$0 | 2 | \$370 |
| Cultural Resources Project Manager | \$155 | - | \$0 | 40 | \$6,200 | - | \$0 | - | \$0 | - | \$0 | 40 | \$6,200 |
| Principal Biologist | \$230 | 6 | \$1,380 | - | \$0 | - | \$0 | - | \$0 | - | \$0 | 6 | \$1,380 |
| Biologist IV | \$150 | 40 | \$6,000 | - | \$0 | - | \$0 | - | \$0 | - | \$0 | 40 | \$6,000 |
| Sr. GIS Specialist | \$180 | 2 | \$360 | 2 | \$360 | - | \$0 | 4 | \$720 | - | \$0 | 8 | \$1,440 |
| GIS Specialist I | \$115 | 4 | \$460 | 4 | \$460 | - | \$0 | 8 | \$920 | - | \$0 | 16 | \$1,840 |
| Word Processor | \$90 | - | \$0 | - | \$0 | - | \$0 | 8 | \$720 | - | \$0 | 8 | \$720 |
| Subtotal HELIX Labor | | 54 | \$8,730 | 58 | \$9,120 | 10 | \$2,730 | 188 | \$31,760 | 16 | \$4,240 | 326 | \$56,580 |

| EXPENSES | Task 1 | Task 2 | Task 3 | Task 4 | Task 5 | TOTAL |
|---|--------|---------|--------|--------|--------|---------|
| Document Reproduction | \$35 | \$392 | \$225 | \$365 | \$146 | \$1,163 |
| Travel (car rentals, meals, hotels,etc) | \$240 | \$550 | \$0 | \$0 | \$0 | \$790 |
| Records Search | \$0 | \$700 | \$0 | \$0 | \$0 | \$700 |
| Subtotal Expenses | \$275 | \$1,642 | \$225 | \$365 | \$146 | \$2,653 |
| HELIX Mark-Up on Expenses 10% | \$28 | \$164 | \$23 | \$37 | \$15 | \$267 |
| Total Expenses | \$303 | \$1,806 | \$248 | \$402 | \$161 | \$2,920 |

| TOTAL | \$9,033 | \$10,926 | \$2,978 | \$32,162 | \$4,401 | \$59,500 |
|-------|---------|----------|---------|----------|---------|----------|
|-------|---------|----------|---------|----------|---------|----------|