



CITY COUNCIL
Maureen Toms, Mayor
Cameron Sasai, Mayor Pro Tem
Anthony Tave, Council Member
Norma Martinez-Rubin, Council Member
Devin T. Murphy, Council Member

PINOLE CITY COUNCIL MEETING AGENDA

September 3, 2024

5:00 PM

**Attend in Person: PINOLE CITY COUNCIL CHAMBERS - 2131 PEAR STREET
OR**

Attend VIA ZOOM TELECONFERENCE – Details provided below

How to Submit Public Comments:

In Person:

Attend meeting at the Pinole City Council Chambers, fill out a yellow public comment card and submit it to the City Clerk.

Via Zoom:

Members of the public may submit a live remote public comment via Zoom video conferencing. Download the Zoom mobile app from the Apple Appstore or Google Play. If you are using a desktop computer, you can test your connection to Zoom by clicking [here](#). Zoom also allows you to join the meeting by phone.

From a PC, Mac, iPad, iPhone or Android:

<https://us02web.zoom.us/j/89335000272>

Webinar ID: 893 3500 0272

By phone: +1 (669) 900-6833 or +1 (253) 215-8782 or +1 (346) 248-7799

- Speakers will be asked to provide their name and city of residence, although providing this is not required for participation.
- Each speaker will be afforded up to 3 minutes to speak (subject to modification by the Mayor)
- Speakers will be muted until their opportunity to provide public comment.

When the Mayor opens the comment period for the item you wish to speak on, please use the “raise hand” feature (or press *9 if connecting via telephone) which will alert staff that you have a comment to provide and press *6 to unmute. To comment with your video enabled, please let the City Clerk know you would like to turn your camera on once you are called to speak.

Written Comments:

All comments received **before 3:00 pm the day of the meeting** will be posted on the City’s website on the agenda page (Agenda Page Link) and provided to the City Council prior to the meeting. Written comments will not be read aloud during the meeting. **Email comments to comment@ci.pinole.ca.us** Please indicate which item on the agenda you are commenting on in the subject line of your email.

OTHER WAYS TO WATCH THE MEETING

LIVE ON CHANNEL 26. They are retelecast the following week. The Community TV Channel 26 schedule is published on the city's website at www.ci.pinoles.ca.us.

VIDEO-STREAMED LIVE ON THE CITY'S WEBSITE, www.ci.pinoles.ca.us and remain archived on the site for five (5) years.

If none of these options are available to you, or you need assistance with public comment, please contact the City Clerk, Heather Bell at (510) 724-8928 or hbelle@ci.pinoles.ca.us.

Americans With Disabilities Act: In compliance with the Americans With Disabilities Act of 1990, if you need special assistance to participate in a City Meeting or you need a copy of the agenda, or the agenda packet in an appropriate alternative format, please contact the City Clerk's Office at (510) 724-8928. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Note: Staff reports are available for inspection on the City Website at www.ci.pinoles.ca.us. You may also contact the City Clerk via e-mail at hbelle@ci.pinoles.ca.us.

Ralph M. Brown Act. Gov. Code § 54950. In enacting this chapter, the Legislature finds and declares that the public commissions, boards and councils and the other public agencies in this State exist to aid in the conduct of the people's business. It is the intent of the law that their actions be taken openly and that their deliberations be conducted openly. The people of this State do not yield their sovereignty to the agencies, which serve them. The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not good for them to know. The people insist on remaining informed so that they may retain control over the instruments they have created.

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE IN HONOR OF THE US MILITARY TROOPS

2. LAND ACKNOWLEDGMENT

Before we begin, we would like to acknowledge the Ohlone people, who are the traditional custodians of this land. We pay our respects to the Ohlone elders, past, present, and future, who call this place, Ohlone Land, the land that Pinole sits upon, their home. We are proud to continue their tradition of coming together and growing as a community. We thank the Ohlone community for their stewardship and support, and we look forward to strengthening our ties as we continue our relationship of mutual respect and understanding.

3. ROLL CALL, CITY CLERK'S REPORT & STATEMENT OF CONFLICT

An official who has a conflict must, prior to consideration of the decision: (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself /herself from discussing and voting on the matter; and (3) leave the room until after the decision has been made, Cal. Gov't Code § 87105.

4. CONVENE TO A CLOSED SESSION

Citizens may address the Council regarding a Closed Session item prior to the Council adjourning into the Closed Session, by first providing a speaker card to the City Clerk.

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Gov. Code § 54957

Title: City Manager

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Gov. Code § 54956.8

Property: APN: 401-163-003

Agency negotiator: City Attorney, Cashier

Negotiating parties: American Postal Infrastructure

5. RECONVENE IN OPEN SESSION TO ANNOUNCE RESULTS OF CLOSED SESSION

6. CITIZENS TO BE HEARD (Public Comments)

Citizens may speak under any item not listed on the Agenda. The time limit is 3 minutes and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting. PLEASE SEE THE COVERSHEET OF THE AGENDA FOR INSTRUCTIONS ON HOW TO SUBMIT PUBLIC COMMENTS

7. REPORTS & COMMUNICATIONS

A. Mayor Report

1. Announcements

B. Mayoral & Council Appointments

C. City Council Committee Reports & Communications

D. Council Requests for Future Agenda Items

E. City Manager Report / Department Staff

F. City Attorney Report

8. RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS

A. Oath of Office - City Manager, Kelcey Young

B. Proclamations

1. Honoring Police Chief Neil Gang
2. Building Staff Appreciation Day
3. Suicide Prevention Day and Suicide Prevention Week

C. Presentations

None

9. CONSENT CALENDAR

All matters under the Consent Calendar are considered to be routine and noncontroversial. These items will be enacted by one motion and without discussion. If, however, any interested party or Council member(s) wishes to comment on an item, they may do so before action is taken on the Consent Calendar. Following comments, if a Council member wishes to discuss an item, it will be removed from the Consent Calendar and taken up in order after adoption of the Consent Calendar.

- A. Approve the Minutes of the Regular City Council Meeting on August 20, 2024.
- B. Receive the August 17, 2024 – August 30, 2024, List of Warrants in the Amount of \$526,653.08 and the August 20, 2024 Payroll in the Amount of \$535,773.11.
- C. Letter of Support for Assembly Bill (AB) 1955 Regarding the SAFETY Act **Action: Approve Letter per Staff Recommendation (Fiona Epps)**
- D. Letter of Support for Assembly Bill (AB) 2583 Regarding the Establishment of School Route Speed Limits **Action: Approve Letter per Staff Recommendation (Fiona Epps)**
- E. Amendment to the City of Pinole Conflict of Interest Code **Action: Adopt Resolution per Staff Recommendation (Heather Bell)**
- F. Appoint Councilmembers as Voting Delegates for the 2024 League of California Cities Annual Conference General Assembly Meeting **Action: Approve Staff Recommendation by Minute Order (Heather Bell)**
- G. Formally adopt an ordinance of the City of Pinole adding Chapter 8.38 "Single-use Plastic Foodware and Bag Reduction" to the Pinole Municipal Code (1st read) **Action: Waive First Reading and Approve Ordinance (Lilly Whalen, Kapil Amin)**
- H. Restore Budget Appropriation for Temporary Contract Planning Services **Action: Adopt Resolution per Staff Recommendation (Markisha Guillory, Lilly Whalen)**
- I. Adopt a Resolution authorizing the City Manager to execute four-year agreements for as-

needed on-call planning services including staff augmentation, planning studies and environmental services **Action: Adopt a Resolution per Staff Recommendation (David Hanham)**

- J. Adopt a resolution authorizing the City Manager to enter into an agreement with Folsom Lake Ford to purchase one patrol vehicle
Action: Adopt Resolution per Staff Recommendation (Matt Avery)
- K. Approve a Memorial Sign Installation on Fire Station 74 in Dedication of Fire Captains Bob Ramos and Rich Voisey **Action: Approve a Memorial Sign Installation on Fire Station per Staff Recommendation (Fiona Epps)**
- L. Resolution Amending Resolution 2024-59 to Align With The County Deadlines for Submittal of Primary and Rebuttal Arguments for Measure I **Action: Adopt Resolution per Staff Recommendation (Eric Casher)**

10. PUBLIC HEARINGS

Citizens wishing to speak regarding a Public Hearing item should fill out a speaker card prior to the completion of the presentation, by first providing a speaker card to the City Clerk. **An official who engaged in an ex parte communication that is the subject of a Public Hearing must disclose the communication on the record prior to the start of the Public Hearing.**

- A. Introduction And First Reading Of Ordinance Adding Chapter 9.19 "Safe Storage Of Firearms" To The Pinole Municipal Code **Action: Conduct a Public Hearing and Waive First Read of Ordinance (Eric Casher)**

11. OLD BUSINESS

None

12. NEW BUSINESS

None

13. CITIZENS TO BE HEARD (Continued from Item 6) (Public Comments)

Open only to members of the public who did not speak under the first Citizens to Be Heard, Agenda Item 6 **Citizens may speak under any item not listed on the Agenda.** The time limit is 3 minutes for City Council items and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future meeting.

14. ADJOURNMENT to the Regular City Council Meeting of September 17, 2024 in Remembrance of Amber Swartz.

I hereby certify under the laws of the State of California that the foregoing Agenda was posted on the bulletin board at the main entrance of Pinole City Hall, 2131 Pear Street Pinole, CA, and on the City's website, not less than 72 hours prior to the meeting date set forth on this agenda.

Heather Bell, CMC

City Clerk

POSTED: Thursday, August 29, 2024 at 3:00 pm

City Council

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Proclamation

HONORING NEIL GANG UPON HIS RETIREMENT AS PINOLE'S POLICE CHIEF

WHEREAS, Police Chief Neil H. Gang began his career with West Windsor, New Jersey Police Department in 1988; and

WHEREAS, after several stops along the way to include Pembroke Pines, Florida and Surprise, Arizona, Neil was selected to become the Chief of Police for the Pinole Police Department in California in 2014; and

WHEREAS, His influence extends beyond his department, as he serves as the Chairperson of the California Police Chiefs Association Organizational Wellness and Resiliency Committee, the Co-Chair of the IACP Officer Wellness Committee, a CALPOST-Wellness Instructor, the author of the Asher Model-7 Point Approach to a Culture of Wellness, the host of the 6th Pillar Podcast, a nationally recognized keynote speaker on organizational wellness and leadership; and

WHEREAS, Gang's philosophy toward community engagement is his primary focus, most notably seen through his development and effective use of Community Outreach programs; and

WHEREAS, His most relevant work focuses on innovation and community engagement, and in 2019 his agency was first in the nation to create a Next-Gen Video Reporting program that allows citizens to utilize different platforms to report crimes remotely and still receive officer engagement; and

WHEREAS, Neil's academic achievements further validate his expertise, as he is a graduate of the prestigious Northwestern School of Police Staff Command, where he was both the president of the class and the recipient of the Franklin M. Kremel Award for excellence in the field of leadership; and

WHEREAS, Neil's recent completion of his master's degree at the University of San Diego, LEPSL program, and his interim role as City Manager for the past 10 months while still handling his role as the Chief of Police, further demonstrate his influence and leadership.

NOW, THEREFORE, I, MAUREEN TOMS, Mayor of the City of Pinole, County of Contra Costa, State of California, on behalf of the City Council and the entire City of Pinole, do hereby commend **NEIL GANG** for his exemplary service to the City of Pinole and wholeheartedly wish him well in his retirement.

MAUREEN TOMS
MAYOR of the City of Pinole

Dated: September 3, 2024





Proclamation

BUILDING STAFF APPRECIATION DAY SEPTEMBER 1, 2024

WHEREAS, Building Staff Appreciation Day is celebrated every 1st of September; and

WHEREAS, the first-known building code was written in Babylon by King Hammurabi in 1758 B.C., engraved in stone, establishing the foundation for construction standards and accountability; and

WHEREAS, in 1625, the first building codes in the United States were established, focusing on roof tiling materials and fire safety; and

WHEREAS, by 1940, three regional code organizations in the U.S. were consolidated into what is now the International Code Council (ICC); and

WHEREAS, the City of Pinole's Building Division is staffed by four dedicated employees: a Chief Building Official, a Building Inspector, and two Permit Technicians; and

WHEREAS, in calendar year 2023, the Building Division conducted over 1,400 inspections and issued more than 700 permits, with a construction value exceeding \$38 million, covering projects including structural, plumbing, electrical, mechanical, irrigation, pools, fences, signs, accessory buildings, decks, patios, windows, and roofing; and

WHEREAS, the Building Staff of the City of Pinole are dedicated to ensuring that our growth and strength rely on the safety and resilience of our homes, buildings, and infrastructure, both in daily life and in times of disaster; and;

WHEREAS, the Building Staff of the City of Pinole ensure that all construction meets required building codes through their meticulous attention to detail, extensive training, and deep care for the Pinole community; and

NOW, THEREFORE, I, MAUREEN TOMS, MAYOR of the City of Pinole, County of Contra Costa, State of California, on behalf of the City Council and the entire City of Pinole, do hereby proclaim September 1, 2024, as Building Staff Appreciation Day in the City of Pinole. I urge all residents to acknowledge and appreciate the hard work and dedication of our Building Staff in maintaining the safety and security of construction, buildings, and property in Pinole.

MAUREEN TOMS
MAYOR of the City of Pinole

Dated: September 3, 2024





Proclamation

**WORLD SUICIDE PREVENTION DAY
SEPTEMBER 10, 2024
SUICIDE PREVENTION WEEK
SEPTEMBER 4-10, 2024**

WHEREAS, World Suicide Prevention Day (WSPD), celebrated annually on 10 September, is organized by the International Association for Suicide Prevention (IASP) and endorsed by the World Health Organization (WHO); and

WHEREAS, Suicide Prevention Week is dedicated to the role everyone in our community can play in preventing suicide

WHEREAS, the event represents a global commitment to focus attention on suicide prevention; and

WHEREAS, the triennial theme for World Suicide Prevention Day for 2024-2026 is "Changing the Narrative on Suicide" with the call to action "Start the Conversation"; and

WHEREAS, this theme aims to raise awareness about the importance of reducing stigma and encouraging open conversations to prevent suicides; and

WHEREAS, this theme also emphasizes the need to prioritize suicide prevention and mental health in policy making, calling for government action.; and

WHEREAS, the City of Pinole honors educators, health, and mental health professionals, first responders, care providers, community organizations, friends, and family members for their dedication and commitment to suicide prevention, and for activities that reduce risk and encourage healing after a suicide death; and

NOW, THEREFORE, I, MAUREEN TOMS, Mayor of the City of Pinole, County of Contra Costa, State of California, on behalf of the City Council and the entire City of Pinole, do hereby proclaim SEPTEMBER 10, 2024, AS WORLD SUICIDE PREVENTION DAY AND SEPTEMBER 4-10, 2024, AS SUICIDE PREVENTION WEEK in the City of Pinole.

**MAUREEN TOMS
MAYOR of the City of Pinole**

Dated: September 3, 2024



**CITY COUNCIL MEETING
MINUTES
August 20, 2024**

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE IN HONOR OF THE US MILITARY TROOPS

The City Council Meeting was held in a hybrid format (in-person and via Zoom videoconference and broadcast) from the Pinole Council Chambers, 2131 Pear Street, Pinole, California. Mayor Toms called the Regular Meeting of the City Council to order at 5:00 p.m. and led the Pledge of Allegiance.

2. LAND ACKNOWLEDGEMENT

Before we begin, we would like to acknowledge the Ohlone people, who are the traditional custodians of this land. We pay our respects to the Ohlone elders, past, present and future, who call this place, Ohlone Land, the land that Pinole sits upon, their home. We are proud to continue their tradition of coming together and growing as a community. We thank the Ohlone community for their stewardship and support, and we look forward to strengthening our ties as we continue our relationship of mutual respect and understanding.

3. ROLL CALL, CITY CLERK'S REPORT & STATEMENT OF CONFLICT

An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; and (3) leave the room until after the decision has been made, Cal. Gov. Code § 87105.

A. COUNCILMEMBERS PRESENT

Maureen Toms, Mayor
Cameron Sasai, Mayor Pro Tem
Norma Martinez-Rubin, Council Member
Devin Murphy, Council Member
Anthony Tave, Council Member

B. STAFF PRESENT

Neil Gang, Interim City Manager/Chief of Police
Heather Bell, City Clerk
Eric Casher, City Attorney
Markisha Guillory, Finance Director
Sanjay Mishra, Public Works Director
Fiona Epps, Assistant to the City Manager
Lilly Whalen, Community Development Director
David Hanham, Planning Manager
Kapil Amin, Sustainability Fellow
Roxane Stone, Deputy City Clerk

City Clerk Heather Bell announced the agenda had been posted on August 16, 2024, at 2:30 p.m. with all legally required written notices. Written comments had been received in advance of the meeting, distributed to the City Council and staff, posted to the City website and made available to the public in the Council Chambers.

Following an inquiry, the Council reported there were no conflicts with any items on the agenda.

4. CONVENE TO A CLOSED SESSION:

Citizens may address the Council regarding a Closed Session item prior to the Council adjourning into the Closed Session, by first providing a speaker card to the City Clerk.

A. CONFERENCE WITH LABOR NEGOTIATORS

Gov. Code §54957.6

Agency designated representative: City Attorney Eric Casher

Unrepresented employee: Interim City Manager

B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Gov. Code §54957

Title: Interim City Manager

PUBLIC COMMENTS OPENED

City Clerk Bell reported there were no comments from the public.

PUBLIC COMMENTS CLOSED

5. RECONVENE IN OPEN SESSION TO ANNOUNCE RESULTS OF CLOSED SESSION

At 6:40 p.m., Mayor Toms reconvened the meeting into open session. There was no reportable action from the Closed Session.

6. CITIZENS TO BE HEARD (Public Comments)

Citizens may speak under any item not listed on the Agenda. The time limit is 3 minutes and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting.

Rafael Menis provided an update on the prevalence of COVID-19 in Contra Costa County, including hospitalization rates in the State of California, which had declined a bit but which were higher than February 2024. While most sites did not have wastewater data available, the national level systematic rate per 1,000 increased to 8.82. He suggested the continued wearing of masks in crowded indoor spaces for those at risk and while a new round of vaccinations had yet to be approved, he encouraged people to get their booster shots.

Mr. Menis also highlighted why he was running for the office of City Treasurer in an effort to protect the City's future by ensuring the City's finances were more accessible to the community and with hopes the community would hold the City accountable and take actions to make that happen. He was also running for office because in 2022 and currently, 34 percent of the surveyed public did not know enough about the City's budget to have an opinion whether the City was doing well or poorly. The City's finances could not be safeguarded unless the community was aware how funds were being used. He suggested available information should be made more accessible and the City work on being accountable, with more routine access by members of the public and with more Town Hall-like events.

Irma Ruport expressed concern with the recruitment and hiring of the new Police Chief since the new City Manager would not be onboard until August 26, 2024, and the Interim City Manager/Police Chief remained involved in the recruitment process until the new City Manager was onboard. She understood the City received 14 applications for the position of Police Chief, seven of which involved current or former Police Chiefs, with six of the applicants having moved forward to formal interviews scheduled for August 26, 2024; however, this was contrary to a statement made by the Human Resources Director via an email dated August 12, 2024, which she read into the record at this time.

Per the information in the email, Ms. Ruport questioned why a consultant would select the top six candidates. She asked whether the Human Resources Department had been involved in the process, why the process could not be held back until the new City Manager was onboard and whether a full vetting process including the City Council had been done. She also questioned why was there a rush to select a candidate and questioned whether someone had already been selected. She further questioned the transparency to the public and emphasized the importance of selecting the right candidate to serve the community.

Ms. Ruport reported when she moved to the City of Pinole 48 years ago her neighborhood had the highest crime rate in the City. She highlighted some of the crime statistics in her neighborhood at that time based on a one-year period, which was why she had decided to become involved in public safety and ultimately had been appointed to a Citizens' Safety Advisory Committee, which had prepared a report of recommendations for the City. She asked whether that report had been made available and read by all and asked that the report be posted on the City website. She added the current consultant for the Police Chief recruitment process had conducted a survey and she suggested the responses from that survey would likely have been similar to the recommendations in the report. As such, a consultant may not have been needed for the Police Chief recruitment process. She questioned the role of the Human Resources Director in this process.

Ms. Ruport commented she had a Business Degree in Concentration and Human Relations, Personnel Administration and Industrial Relations. She suggested the recruitment process for Police Chief had been wrong and should start over because there had been no public involvement or transparency. Further, she commented her husband, a self-employed attorney for over 30-years had written a statement for Citizens to be Heard on this issue and she asked that his comments be distributed to all. She otherwise thanked the Pinole Police Department and the Police Chief but sought more public involvement by the community given the importance of the position of Police Chief. She again asked that the report from the Citizens' Safety Advisory Committee be posted on the City website.

7. REPORTS & COMMUNICATIONS

A. Mayor Report

1. Announcements:

Mayor Toms reported she had attended a WestCAT meeting and highlighted the preparations for Clean Air Day scheduled for October 2, 2024, and the start of a process to evaluate micro-transit in the area.

B. Mayoral & Council Appointments: None

C. City Council Committee Reports & Communications

Council member Murphy thanked the community for its engagement reaching out on different issues and reported he had meetings with residents on many issues including roads. He also commented on the completion of the repair work on the Bay Front Regional Park Trail and he thanked City staff and the East Bay Regional Parks District (EBRPD) for making that possible. He also welcomed new business Good Vibes and Wellness Shop and thanked the Bay Front Chamber of Commerce for inviting him to the Grand Opening.

Council member Tave asked staff to provide an update on the status of the construction site on Appian Way and housing development proposed for the former Kmart site.

Council member Martinez-Rubin reported the City Council received a press release related to pedestrian and motorcycle safety or the lack thereof in the City regarding an accident at the intersection of San Pablo and Tennant Avenues. The Police Department also shared a press release involving a collision on San Pablo Avenue involving a motorcycle driver. She emphasized the need to encourage everyone whether residents or visitors to the City to slow down and be aware.

D. Council Requests for Future Agenda Items: None

E. City Manager Report / Department Staff

Interim City Manager/Police Chief Gang reported the Public Works Department would be conducting striping work this week on Pinole Valley Road from the City limits to Tennant Avenue, Tennant Avenue and a portion of San Pablo Avenue, with police officers to escort workers through the process.

Assistant to the City Manager Fiona Epps took the opportunity to provide a tutorial of the new City website and welcomed any comments or suggestions.

Interim City Manager/Police Chief Gang also announced prior to the start of the regular City Council meeting scheduled for September 3, 2024 at 4:30 p.m., a promotional process would be held for Commander Matt Avery, who would serve as the Acting Police Chief from September 5, 2024, until the newly elected Police Chief's start date.

Interim City Manager/Police Chief Gang emphasized Commander Avery would serve the City and the community well in the position and everyone was encouraged to participate in the celebration.

F. City Attorney Report: None

PUBLIC COMMENTS OPENED (Items 7D through 7F)

City Clerk Bell reported there were no comments from the public.

PUBLIC COMMENTS CLOSED

8. RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS

A. Proclamations

1. Recognizing City Council Interns Phoebe Deza and Ileana Miranda-Uch

The City Council read into the record a proclamation recognizing City Council Interns Phoebe Deza and Ileana Miranda-Uch.

PUBLIC COMMENTS OPENED

Phoebe Deza and Ileana Miranda-Uch thanked the City Council and staff for the opportunity to serve as City Council Interns.

PUBLIC COMMENTS CLOSED

B. Presentations

1. Sales Tax Ballot Measure Update

Catherine Lew, Co-Founder, The Lew Edwards Group, congratulated the City on its new website and new City logo. She took the opportunity to provide a PowerPoint presentation on the Best Practices for a Municipal Election of Communications and City of Pinole Information related to the November 5, 2024 General Election, which included an overview of the rules of the road, recommended municipal election toolkit, toolkit status, thumbnail schedule and the Best Practices for City Council Roles.

Responding to questions from the City Council, Ms. Lew clarified:

- The Contra Costa County Clerk Recorder identified the City of Pinole's Sales Tax Measure as Measure I. (Murphy)
- The City of Pinole had a constitutional free speech right to issue factual and impartial communication about the municipal election and Measure I. The content developed with the City Attorney and City staff included information about Measure I, Frequently Asked Questions (FAQs), the PowerPoint presentation, referenced official measure documents, City staff reports and facts.

City Council members were free to express their opinions including any perspective for or against Measure I in their free time and outside of the building when not using City resources. (Murphy)

- The City had a robust list of elected officials that may include school board or college district members, City Commissioners, executive directors of non-profit organizations and individuals and organizations who may be invited to a State of the City Program and The Lew Edwards Group, with staff to review the list to ensure it was thorough and up to date. A FAQs sheet and City Manager or Finance Director correspondence would be issued to those individuals as updates on the municipal elections. The Lew Edwards Group and staff would also brainstorm along with City Commissions and other organizations looking over a community organization list to ensure it was up to date and current and provide municipal election information to those organizations. (Martinez-Rubin)
- It was anticipated that communications would be provided to all households in Pinole and not be limited to voting households or registered voters, with the understanding the City had an inclusive manner with its communications, a tradition that would continue. (Martinez-Rubin)

PUBLIC COMMENTS OPENED

Rafael Menis understood elected officials were limited on what they could say about the sales tax measure, but asked whether appointed officials of the City such as Planning Commissioners were also limited or less so.

Mayor Toms clarified a Planning Commissioner had the City's email and she asked what communication, if any, could be used to disseminate information versus opinion or a link to the FAQs fact sheet.

City Attorney Eric Casher explained that public resources could not be used for what was considered a campaign purpose, which included City emails. The City Attorney's Office and staff were preparing a guide for the City Council and City Commissions to provide further direction on the topic. Any further questions could be posed to the City Attorney's Office.

PUBLIC COMMENTS CLOSED

Mayor Toms thanked Ms. Lew for the presentation.

2. City Council Intern Program

Phoebe Deza and Ileana Miranda-Uch provided a PowerPoint presentation on the City Council Intern Program, which included an overview of their backgrounds and experiences as the first City Council Interns for the 2024 City Council Internship Program and as students of Pinole Valley High School; the process for weekly check-ins with Mayor Pro Tem Sasai and community events attended where photographs were also taken including hosting the Valentine's Card for the Seniors and Seniors for Seniors events at the Senior Center.

In addition, the interns participated in the Asian Pacific Islanders (API) Legislative Caucus event, provided outreach to fellow students on civic engagement, tabling at Farmer's Markets, meetings with the Mayor and staff to learn about their roles in the City and emailing local organizations/locations to highlight their work and help to organize and support community events.

City Council Interns Deza and Miranda-Uch also highlighted how the City Council Intern Program affected the Pinole community, benefited them and their future plans and advised a handbook would be provided for future interns.

Mayor Pro Tem Sasai thanked Interns Deza and Miranda-Uch for the presentation. He also clarified their favorite part of the intern program had been the connection with the community, learning about and appreciating everyone's roles and their part in keeping the City operating along with a connection to youth in the City of Pinole.

Council member Murphy thanked Interns Deza and Miranda-Uch for the presentation and taking the chance participating in the pilot City Council Intern Program which had been a valuable exposition for the City. He also applauded them for recognizing what the City did for all people and the development of the Internship Handbook. He encouraged both interns to reach out to the City Council on future endeavors that had inspired him to support the program and future potential programs.

Council member Tave also thanked Interns Deza and Miranda-Uch for participating in the City Council Intern Program and providing continuity for the program to grow, and to the Mayor Pro Tem for spearheading the program. He otherwise asked how much time the interns spent each week as interns or time spent month-to-month and what the interns wanted to provide for future interns.

Interns Deza and Miranda-Uch explained they had been told to spend a maximum of 15-hours per week as interns. They detailed some of the work done in the past year to maximize their hours and noted Mayor Pro Tem Sasai had been flexible and accommodating to their schedules. They otherwise suggested in the future there be more structure on the projects or recommendations the interns should work on since they were initially unsure how to proceed with projects they were interested in.

Council member Martinez-Rubin also thanked Interns Deza and Miranda-Uch for the presentation and the creation of the Intern Handbook and was informed the Intern Handbook was public information.

Interns Deza and Miranda-Uch also commented, when asked, that many youth members were passionate about opinions but were uncertain of the process of attending City meetings to share their opinions through a formal process. They had helped to guide those individuals through the City's processes and also suggested better advertising of City Council meetings to ensure the public was aware of the meetings and the ability to provide public comments. As to whether they had received any input from the public on how to make the City's meetings more attractive to attend, most of the opinions from the public was that City Council meetings were long, speakers were unsure when to speak and there could be better clarification that people could speak at the beginning of a meeting on any topic not on the agenda.

Mayor Toms also thanked both interns and applauded their interest in continuing to work in City government.

PUBLIC COMMENTS OPENED

Irma Ruport thanked Mayor Pro Tem Sasai for bringing the City Council Intern Program to the City. As a current Community Services Commissioner, she wanted to see the program be expanded and the same PowerPoint presentation provided to the Community Services Commission. She also understood the City of San Pablo had a Junior Student Body Council and she wanted the City of Pinole to consider a similar program with the current interns used as a role model.

PUBLIC COMMENTS CLOSED

Mayor Pro Tem Sasai thanked the City Council for approving the pilot City Council Intern Program. He recognized there was more room for structure and impacts. He also thanked Contra Costa County Supervisor John Gioia's staff for meeting with him to draft the structure for this program, and Interns Deza and Miranda-Uch for their initiative and for stepping into the space and using their voices on the projects they wanted to see carried through. He was excited to see what they would do in the future.

9. CONSENT CALENDAR

All matters under the Consent Calendar are considered to be routine and noncontroversial. These items will be enacted by one motion and without discussion. If, however, any interested party or Council member(s) wishes to comment on an item, they may do so before action is taken on the Consent Calendar. Following comments, if a Council member wishes to discuss an item, it will be removed from the Consent Calendar and taken up in order after adoption of the Consent Calendar.

- A. Approve the Minutes of the Regular City Council Meeting on August 6, 2024.
- B. Receive the August 3, 2024 – August 16, 2024 List of Warrants in the Amount of \$745,406.52 and the August 16, 2024 Payroll in the Amount of \$520,218.81.
- C. Letter of Concern Regarding Proposed Scotts Valley Mega Casino and Tribal Housing Project in Solano County. **Action: Consider Approval of Letter per Staff Recommendation (Heather Bell)**
- D. Issue Letter of Support for the City of Pinole and Richmond Community Foundation's Application to the Partnership for the Bay's Future Policy Fund Grant. (Cohort 3). **Action: Approve Letter of Support per Staff Recommendation (Lilly Whalen)**

PUBLIC COMMENTS OPENED

Rafael Menis offered the following comments on the Consent Calendar:

- Item 9B, reported he had emailed questions to the Finance Director and the City Attorney regarding Page 19 of 945 of the agenda packet, and the two charges shown for Vendor: MEY01 – Meyers Nave, a Professional Corporation, dated August 9, 2024, and asked for clarification of the two charges.
- Page 20 of 945 of the agenda packet, Vendor 2817 – Redwood Public Law, LLP, there appeared to be duplicate charges shown. He asked how those charges had been identified and whether there was a process to ensure duplication did not reoccur. He also sought more definition for City Attorney services, as shown on Pages 20 and 21 of 945 of the agenda packet.
- Item 9D, asked whether the City had any idea of the fiscal impact of support services the City would have to provide when applying for the Partnership for the Bay's Future Policy Fund Grant (Cohort 3) and whether the costs would be offset by the grant.

PUBLIC COMMENTS CLOSED

Community Development Director Lilly Whalen stated she had no response at this time to the question related to Item 9D, which information would be clarified if the grant was awarded to the City and at which time the City Council would be informed of the costs. She added the items the City would apply for would be implemented through the City's Housing Element.

City Attorney Casher clarified the questions related to Item 9B. He advised that two attorneys from Meyers Nave were still handling matters for the City of Pinole including a litigation case involving MVP Construction and labor employment, and the date in the warrant list was the date payment had been made. As to the concern with potential duplications for City Attorney services, he clarified the multiple invoices paid on the same date.

Finance Director Guillory confirmed the information provided by the City Attorney had also been provided in an email to Mr. Menis.

ACTION: Motion by Council members Murphy/Martinez-Rubin to adopt Items 9A through 9D, as shown.

Vote:	Passed	5-0
	Ayes:	Toms, Sasai, Martinez-Rubin, Murphy, Tave
	Noes:	None
	Abstain:	None
	Absent:	None

10. PUBLIC HEARINGS

- A.** Extension of Entitlements for Pinole Vista Project 223-Units 1500 Fitzgerald Drive, ROIC Development. **Action: Conduct Public Hearing and Adopt Resolution per Staff Recommendation (David Hanham)**

Planning Manager David Hanham presented the staff report dated August 20, 2024.

Planning Manager Hanham recommended the City Council hold the public hearing and adopt a resolution to extend the entitlements approved in Resolution 22-96 for the Pinole Vista Apartment Complex at 1500 Fitzgerald Drive (APN: 426-391-010) through October 18, 2026.

Responding to questions from the City Council, Planning Manager Hanham and Community Development Director Whalen clarified:

- The City's Building Official may inspect the building to ensure it was not leaking, was not a blight and was secure from the public, which would be done through an administrative process. (Tave)
- The applicant planned to submit a demolition permit in the next year and staff had been working with the applicant on other work that needed to be done on the property including a Lot Line Adjustment (LLA). (Tave)
- The project would use union labor due to a separate agreement that did not involve the City. (Martinez-Rubin)

Chris Cole, ROIC, LP, c/o Metrovation/Chris Cole, Inc., the applicant, appreciated the staff breakdown of the request. He clarified ROIC proactively went out to the unions and worked within them to create a Project Labor Agreement (PLA) that was mutually agreeable. He referred to the costs of construction due to the impacts of COVID-19 and higher interest rates, which had substantially increased the costs of the project. There had been a process of engagement with City officials, staff and the community to create a building that would be an asset to the community, and with that were certain costs. The applicant wanted to keep the initial design and he noted construction costs appeared to be leveling off and he hoped interest rates would also decrease to allow the project to move forward. ROIC had been working with a developer in the Seattle area and they were discussing this project and another project in the City of Novato, but the applicant had not yet selected a developer.

Responding to Council member Martinez-Rubin, Mr. Cole clarified the PLA Agreement that went with the property and the entitlements.

In response to the Mayor as to whether there were any concerns from the Contra Costa County Fire Protection District (CCCFPD) and its ability to respond to a fire in a five-story building, Community Development Director Whalen reported staff was updating the City's Development Impact Fees to be presented to the City Council in the fall. Staff was working with the CCCFPD on the appropriate fire fees in the future and needed equipment, which would include a new ladder truck.

PUBLIC HEARING OPENED

Deputy City Clerk Roxane Stone reported there were no comments from the public.

PUBLIC HEARING CLOSED

ACTION: Motion by Council member Murphy/Mayor Pro Tem Sasai to adopt a resolution to extend the entitlements approved in Resolution 22-96 for the Pinole Vista Apartment Complex at 1500 Fitzgerald Drive (APN: 426-391-010) through October 18, 2026.

Vote: **Passed** **5-0**
 Ayes: **Toms, Sasai, Martinez-Rubin, Murphy, Tave**
 Noes: **None**
 Abstain: **None**
 Absent: **None**

11. OLD BUSINESS

- A.** Approve Resolutions Adopting an Initial Study-Negative Declaration (IS-ND) and Adopting Pinole's Inaugural Climate Action and Adaptation Plan (CAAP). **Action: Adopt Resolutions per Staff Recommendation (Kapil Amin, Lilly Whalen)**

Community Development Director Whalen introduced Hannah Mize, Rincon Consultants, Inc., who provided a PowerPoint presentation for the City of Pinole Climate Action and Adaptation Plan (CAAP), which included an overview of the goal of the meeting to approve the Initial Study/Negative Declaration (IS-ND) and adopt the CAAP; vision of the CAAP; CAAP development process and building on the City's foundation per Resolution 2021-93, a Resolution of the City Council of the City of Pinole, County of Contra Costa, State of California, Declaring a Climate Emergency and Directing Staff to take Certain Actions. She also highlighted the California Environmental Quality Act (CEQA) analysis and streamlining and the implementation timeline.

Sustainability Fellow Kapil Amin continued the PowerPoint presentation and highlighted the additional community outreach and updates made based on feedback.

A brief demonstration was also provided on the CAPDash Tool and Ms. Mize confirmed training would be provided to City staff for CAPDash.

Community Development Director Whalen asked that the City Council receive the presentation on the CAAP, approve the draft resolution adopting the CAAP's IS-ND and approve a draft resolution adopting Pinole's CAAP.

Responding to questions from the City Council, Community Development Director Whalen clarified:

- The CAAP included a number of partnerships to implement the CAAP. (Martinez-Rubin)
- The CAPDash Tool would be updated as future inventories were updated and on a regular basis staff would update the actions and accomplishments to be taken on the actions. (Martinez-Rubin)
- The CAPDash Tool would be posted on the CAAP website or a link taking a user from the main website to the CAPDash Tool. (Martinez-Rubin)

- The CAPDash Tool would show the City was making progress on actions in the CAAP and engage the community on transparency on the work the City was doing. (Martinez-Rubin)
- Annual reports would be provided to the City Council that would be more robust, comprehensive and include all activities for the year. A Peer Program activity identified in the CAAP, as an example, would be put out and people would have to take advantage of the program. Also, the Electrification Resource Center as part of the CAAP was another example and would provide information to the public to make decisions about individual households and businesses. (Martinez-Rubin)
- The CAAP had listed a number of grants in which staff was aware to be paired with actions in the CAAP, which also identified the recent grants in which the City had applied. As the CAAP was updated, those activities and opportunities would be updated. Staff assumed most of the CAAP implementation would be funded via grants. (Mayor Pro Tem Sasai)

PUBLIC COMMENTS OPENED

Mr. Menis provided the following comments on Item 11A:

- Page 158 of 945 of the agenda packet, a number of actions had been moved from Implementation Phase II to Phase I and had also been shown in Attachment F, Page 827 of 945 of the agenda packet, and he asked whether the changes would be made to the final document.
- Page 186 of 945 of the agenda packet, Strategy BE: Building Energy, Measure BE-1, Electrify 100 percent of new construction in the City by 2024, BE-1a, asked whether the City was on track to adopt this measure in 2024.
- Page 188 of 945 of the agenda packet, Measure BE-3, Electrify existing commercial and mixed use (i.e. combined commercial and residential) buildings to reduce natural gas consumption by 26% by 2030 and 100% by 2025; BE-3a and BE-3b, asked whether the City was on track to be able to accomplish those items in 2024.
- Page 224 of 945 of the agenda packet, Table 5: Cumulative Projects Scenario, as shown, asked whether the delta in population would affect any of the estimates made, change future projections in cumulative projects and suggested references to "error reference source not found" be updated.
- Page 563 of 945 of the agenda packet, Table 4, Strategy BE: Building Energy GHG Emission Reduction Strategy BE-4, had not referenced a reduction by 2045 and he asked why that was the case.

Anthony Vossbrink referenced actions the City of Pinole could do now without waiting for years to effect climate action change within the City including reducing carbon emissions. While the City prohibited the construction of new gas station build outs, he stated there were multiple stop signs or stop lights along Pinole Valley Road which caused high emission rates, did not have to operate 24/7 and could be turned off during specific times in the evening.

Mr. Vossbrink noted there were several statewide action groups that had shown a reduction in carbon emissions by curtailing stop and go driving. He suggested the City implement a six-month study or test to reduce carbon emissions as recommended.

PUBLIC COMMENTS CLOSED

Responding to the comments from the public, Ms. Mize clarified if something had changed from Phase I to Phase II, they had been renumbered and some of the numbering had been shifted around but all had been updated in the final document to be sequential. The error messages in some of the tables in the IS would be corrected. As to whether the electrification ordinance would be done by the end of this year, Community Development Director Whalen was confident the City would be on track for that to be done by the end of the year, with the REACH Codes to slip into next year.

In response to the questions on the population graphs, Emily Saul, Sustainability Planner, Rincon Consultants, explained that the population projections effected the emission forecasts used to set the Greenhouse Gas (GHGs) emission reduction targets in the CAAP and the GHG emission reduction potential from each of the measures once implemented, each moved in a proportional way, and an increase in population would increase the forecast and targets and also make reduction increases in a proportional way and all would even out. She also clarified the table referencing the service population would be the population for residents and employees of the City of Pinole.

In response to the question on Page 563 of 945 of the agenda packet, Ms. Saul explained in 2030 it was expected Marin Clean Energy (MCE) would provide electricity with some level of GHGs emissions and an emission factor above zero. In 2045, the state would already be moving towards electricity with zero GHGs due to the renewable portfolio standard, with the benefit of switching from 100 percent renewable energy via MCE, which had only been accounted for in 2030 because electricity emissions would already be zero by 2045.

Mayor Toms also noted that syncing traffic signals or shutting them off during non-peak periods per the strategies under transportation had not been identified.

ACTION: Motion by Council members Murphy/Martinez-Rubin to adopt a Resolution Adopting an Initial Study-Negative Declaration for the City of Pinole's Climate Action and Adaptation Plan and adopt a Resolution of the City Council Adopting the Climate Action and Adaptation Plan.

Vote:	Passed	5-0
	Ayes:	Toms, Sasai, Martinez-Rubin, Murphy, Tave
	Noes:	None
	Abstain:	None
	Absent:	None

12. NEW BUSINESS

- A. Receive a Report on Energy Conservation, Generation and Storage Assessment (CIP PROJECT #IN2201). Action: Adopt Resolution per Staff Recommendation (Sanjay Mishra)**

Public Works Director Sanjay Mishra introduced Brennan Herdt, Lead Auditor, Tetra Tech who provided a PowerPoint presentation on Energy Conservation, Generation and Storage Assessment for all City Facilities, which included an overview of the project goals for energy conservation, energy generation and storage and electric vehicle (EV) impacts. The results of the assessments of City facilities including the Senior Center, Pinole-Hercules Wastewater Treatment Plant, City Hall and Public Safety Building, Swim Center, Lighting Upgrades, Energy Dashboard, EV Charging and the funding sources were all highlighted.

Mr. Herdt explained that the City of Pinole had many opportunities to reduce energy costs, reduce GHGs and improve resilience of critical facilities and there were many resources available to the Public Works Department for funding, although rebate and grant programs had funding limits and expiration dates and the time to act was now.

Responding to questions from the City Council, Mr. Herdt, Kristin Webster, Tetra Tech Onsite Generation Engineer and Public Works Director Mishra clarified:

- Specific projects had been outlined in detail in the staff report to achieve the goals of conservation, generation and storage assessment. Most of the projects could be bundled by measures and had been broken down into sections of projects to allow the City Council and the Public Works Department to make decisions on what components to choose. The total project costs and savings had been detailed in Table ES.1, Recommended Energy Measures as shown on Page 839 of 945 of the agenda packet, and a separate breakdown of the costs for the microgrid studies in Table C.5: Cost Estimate, as shown on Page 878 of 945 of the agenda packet. (Murphy)
- PG&E had not installed meters on all City street lights but had taken into account the number of fixtures believed to be in place and created an estimate of usage per month and as the City conducted upgrades that had not been reflected in PG&E bills. Making updates and submitting invoices to PG&E to demonstrate existing fixtures would bring down the costs significantly based on estimated usage of the fixtures. Acknowledged a request the Report be updated to clarify which projects were moving forward and which were not. (Murphy)
- Upgrades to the Pinole-Hercules Wastewater Treatment Plant were again highlighted. Projects not included in the Capital Improvement Plan (CIP) included the boiler operational improvement but upgrade recommendations would be considered by the Treatment Plant Manager, in terms of how to reduce energy. Acknowledged a request to track savings over time and budget over five, ten years and the like. (Murphy)
- The MCE Commercial Flex Program was highlighted. Public Works Department staff had not made application for the program as yet with some equipment upgrades needed to be completed prior to signing up for the program. (Murphy)

- The California Energy Commission (CEC) loan was clarified. Staff would have to check with the City's Grant Writer whether the City had applied for the loan and identify the projects that may apply. Staff was discussing grant opportunities with the City's Grant Writer. The City had recently been awarded a Decarbonization Grant in the amount of \$760,000, which would allow for system design work, and the photovoltaic (PV) project at the Pinole-Hercules Wastewater Treatment Plant may be eligible for these grant funds. (Murphy)
- The Senior Center projects were again highlighted with a recommendation there be more PVs at the Senior Center, but more canopy structure would be needed to increase the power structure for the facility. If reducing the size of the canopy, it would not be in-line with the recommendations. The size of the canopy had been reduced since the City had used all available area. If the canopy was redesigned with higher wattage solar panels, it may be possible to meet the recommended canopy size. (Martinez-Rubin)

Ms. Webster provided the details of the load design for the Senior Center and advised the net zero capacity for PV loads was currently 82 kilowatts. PG&E would allow for 150 percent of design capacity and could go up to around 120 kilowatts. When EV charging was added to the site, it was expected that an additional 40 kilowatts of PV would be required to cover the additional load from the EVs. At this time, 82 kilowatts would be the design capacity for PV to cover the net zero load at the Senior Center.

- Acknowledged a recommendation to reduce the amount allocated if that total was not needed and place those funds elsewhere for something that had been identified in the Report. (Martinez-Rubin)
- Clarified the energy conservation measure costs as shown in the Report, and acknowledged a recommendation to take a look at the dollar amount in the recommendations for the total allotted for the CIP work at the Senior Center given the findings of the assessment that there was factual information to support to see the improvements suggested in the Report. (Martinez-Rubin)
- The construction costs for the Pinole-Hercules Wastewater Treatment Plant could come from the Sewer Enterprise Fund. (Martinez-Rubin)
- Clarified the figures in Table C.15: Senior Center EV Revenue and Table C.16: Senior Center EV Revenue, as shown on Page 891 of 945 of the agenda packet, with the figures in the column Simple Payback, the years it would take to pay back the investment. (Martinez-Rubin)
- The Senior Center microgrid was again clarified with natural gas the preferred fuel source. Clarified when the microgrid was connected to the larger grid, if there was a deficiency in battery storage or production energy would be drawn from MCE, but in the event of a prolonged power outage to fully support the load of the building, added generation would be needed on-site. Clarified 30 kilowatts would be continuous generation. While an additional amount of battery storage and generation could be installed to handle an additional load, it would become more expensive when trying to eliminate the last percentage of the total site usage. (Mayor Toms)

- Again, detailed the need to minimize the reliance on fossil fuels and if outages were short enough a fossil fuel generator may not be needed, but needed to be available to ensure complete resiliency. (Mayor Toms)
- Hydrogen energy could be used although a hydrogen generator was not available of the required size at this time. (Murphy)
- The assessment for hydrogen came down mostly to the ability of sourcing due to emergencies. The benefits of natural gas were that it was already piped to the site. Sourcing for hydrogen to have enough stored on-site was difficult, tricky and a logistical hurdle that did not justify the benefit. (Murphy)

PUBLIC COMMENTS OPENED

Rafael Menis offered the following comments on Item 12A:

- Pages 877 and 878 of 945 of the agenda packet, the paragraph under Figure C.8: Islanding Potential, states: *One of the main benefits of this microgrid design is that this system can operate indefinitely without commercial power as long as the natural gas supply is not interrupted*, but as part of the CAAP the City Council just adopted, all natural gas inputs to the City would be capped by 2045, and he requested clarification as to how this would work.
- Page 848 of 945 of the agenda packet, Figure B.4: City Hall Demand Profile, noted the increase in demand between 1:00 a.m. and 6:00 a.m. on Fridays was an odd profile and he asked why that was the case and why the City did not have access to the core control systems for City Hall.
- Page 870 of 945 of the agenda packet, asked how long PG&E had been overbilling the City and whether the City could recover any of the past billed costs.
- Page 846 of 945 of the agenda packet, noted the HVAC system for the Senior Center had been built to only always provide the same rate of flow, which was an inefficient way to do things and suggested the system should be replaced.
- Page 854 of 945 of the agenda packet, Figure B.8: WWTP Demand Profile, the chart was unclear and more explanation on the chart was requested.

Responding to the public comment, Mr. Herdt noted natural gas was bridge technology and would be the most resilient for the foreseeable future, and while other options may be investigated, they would not provide the benefit in the near term. He could not account for the higher demand on Fridays in the morning at City Hall, which may be a small sample error. Every day had been averaged.

Mr. Herdt added there was a process to possibly reclaim around a year in billing errors with staff to discuss that with PG&E.

Mr. Herdt stated that street lighting retrofitting had been completed in stages and the total amounts could have been for months or years with the costs increasing over time as the retrofitting had been done, and the controls at City Hall had not been accessible mainly due to proprietary control systems that had not been able to have the control contractors resolve with the system and set points in place, which was just a matter of being updated quickly and easily which staff was trying to do. He was otherwise uncertain of the confusion with the figure on Page 854 of 945 of the agenda packet and would have to follow up.

Ms. Webster responded to natural gas being capped by 2045, and envisioned the industry would be ready at that point to switch to green hydrogen with such infrastructure to be more built out and developed such that the natural gas generator could be retrofit to a hydrogen generator. There were some manufacturers already planning for this transition and some generators already had the capacity to be retrofit on-site to be able to accommodate green hydrogen as a fuel.

Public Works Director Mishra added staff had been speaking with vendors about the City Hall control system, which was pricey and staff was trying to resolve that issue and obtain quotes before something was installed.

PUBLIC COMMENTS CLOSED

Council member Martinez-Rubin referenced the Senior Center Microgrid and asked that the updated CIP mesh with the assessment findings, including the estimated costs.

Mayor Toms clarified the resolution before the City Council would direct staff to implement recommendations in the Assessment in which budget authority existed and work with the City's Grant Writer. She asked about the details of what was being adopted, and if the City Council adopted the resolution, she understood the specifics of the project would happen through the CIP, and if there were specific projects the City Council wanted to tinker with that would also be through the CIP.

The Public Works Director confirmed that would be the case.

Council member Murphy also understood the City Council was being asked to adopt the resolution with details on the projects to be discussed when the CIP was next presented.

ACTION: Motion by Council members Murphy/Martinez-Rubin to adopt a Resolution Accepting the Report for Energy Conservation, Generation and Storage Assessment (CIP Project #IN2201).

Vote:	Passed	5-0
	Ayes:	Toms, Sasai, Martinez-Rubin, Murphy, Tave
	Noes:	None
	Abstain:	None
	Absent:	None

- B. Receive a Report on Municipal Broadband Feasibility Study Report (CIP #IN2102).
Action: Receive Report and Provide Direction (Sanjay Mishra)

Public Works Director Mishra introduced Robert Stevens, CSW/ST2, who provided a PowerPoint presentation on the Broadband Opportunities Assessment that included an overview of broadband; Interactive Broadband Map – Wireline for AT&T, Comcast and Sonic and Public Utility Commission (PUC) Broadband Map; community outreach efforts and results of an online survey and internet test; broadband installation; details on a proposal to build a municipal network for the City of Pinole and the possibility of building a West County Open Network and Low-Cost Internet Plans. In terms of recommendations, educational programs were recommended along with building infrastructure with public works projects, consider intelligent transportation system, leverage assets, seek California Advanced Services Fund (CASF) funding, be mindful of new technologies and consider a West County Partnership.

Responding to questions from the City Council, Mr. Stevens and Public Works Director Mishra clarified:

- Intelligent Transportation Systems (ITS) were similar to the Smart Signals project in the CIP, which matched with the Contra Costa Transportation Authority (CCTA) for funding, with the recommendation to use conduits for access to other City infrastructure. (Mayor Pro Tem Sasai)
- Clarified a project the City was partnering with Contra Costa County would only connect Regional Routes of Significance to high-speed data transfer for the traffic monitoring system to help Regional Route of Significance. ITS, as described in the Report was for all traffic signals. (Mayor Pro Tem Sasai)
- In terms of leverage assets, clarified as an example that a paving project that installed a traffic signal of new street lighting circuit adding new conduit as part of that would be a low cost. Another example was the City of Richmond, which had taken 2,500-feet of conduit and swapped it for 30 miles of 12-strands of fiber. As the City built up resources and its assets, it could use them when working with third party providers. (Murphy)
- The City's assets had been identified in the City's Geographic Information System (GIS) and included one fiber optic line along Appian Way through San Pablo Avenue to City Hall and the Public Safety Building, and some fiber network through Tennant Avenue to the Senior and Youth Centers. Staff had also been working with a contractor when a City of Hercules project was going on to have some fiber optic for the Pinole-Hercules Wastewater Treatment Plant as well, which was under the discussion phase with Sonic. (Murphy)
- Internet service providers were regulated by the Public Utilities Commission (PUC). While the City could run its own fiber, the cost was prohibitive. The City could not deny any utility company to come to the City of Pinole since those companies had the right to be in the public right-of-way (ROW). Sonic was mostly running its fiber network overhead and not underground. The City had some applications from Comcast, which would be updating some of its lines. In 2023, Verizon had some fiber optic lines installed along Appian Way. (Murphy)

- During COVID-19, CSW/ST2 worked extensively with the City of Richmond and the West Contra Costa Unified School District (WCCUSD) when a barrier had been found to subscribing to the technology, getting the system operational and finding out the lowest cost plan to do it. Rather than put more money towards technology, finding tech savvy volunteers in the community to help those families with that access was preferred. The City of Richmond had a group of kids that helped families with that effort. It was important to have Wi Fi hot spots in locations where people could use the Internet, which why there was support for West County to form some sort of independent link at the Senior Center or the Swim Center, as examples, where it would be independent of Comcast or AT&T and the City could provide that network access with hot spots throughout the community to be able to use the Internet. That could be as easy as possibly speaking with and partnering with the City of Richmond. The area of Fernandez Park was another possible independent link that just needed a better connection. Suggested leveraging a relationship with the City of Richmond's network and with the Internet Archive where Internet access could be free and which could be explored as a pilot project after choosing a site. (Murphy)
- Starlink was available at the Pinole-Hercules Wastewater Treatment Plant. (Murphy)
- If someone could not afford the Internet there were lower cost programs available and the Internet providers had to provide lower cost service. There was more competition in Pinole which would drive prices down. The City needed to encourage companies such as Sonic to build as fast as possible and the more complaints Internet providers received from residents or businesses in Pinole, the more investment in the community. (Tave)
- Recommended the City coordinate a telephone call with City of Richmond staff regarding the City of Pinole's potential interest in exploring the use of two of the City of Richmond's 12-strands of fiber, which could be a reasonable test project. (Tave)
- If the City was paving a road or doing a sidewalk improvement project, as examples, adding a conduit had an expense and that may never be used, and the question was whether there would be value in doing that and possibly reviewing the core City assets with any gaps or holes to be filled and in those locations make that investment such as in an arterial corridor along Pinole Valley Road. Did not recommend that investment on residential streets since the investment may not be used by the City. If a major arterial or collector, and if there was a free conduit available, service providers may pull in the fibers, use those conduits and then direct them to individual houses. The biggest problem was to run from a Tier 1 service to the main drag of the City. (Martinez-Rubin)
- The 12-strands of fiber the City of Richmond had were located on a series of utility poles, some of which were located on San Pablo Avenue and traveled to all schools within the WCCUSD. If the City of Pinole were to tap into some of that such as near the Senior Center or Pinole Library, those could be places for a pilot project allowing the Senior Center to be a resilience center in the case of an emergency. (Mayor Toms)

PUBLIC COMMENTS OPENED

Rafael Menis found it important for people to remember the difference between megabits and megabytes per second since providers used different definitions, and he defined each for the benefit of the assemblage. As to Starlink, he commented in urban regions and as more people connected to the service the quality of service provided declined given there were only so many satellites in the sky. Also, the City's security network and various security cameras throughout the City and fiber optic linking up with that had previously been discussed and would be worth re-considering. In addition, he echoed the comments made by the presenter about the desirability to create a Joint Powers Authority (JPA) to pursue a region-wide broadband network since the City of Richmond had already taken the first steps to do that.

Mr. Menis asked about the cost for the City of Richmond to put the conduit in place, the broader benefits of setting up conduit Citywide apart from a Municipal Broadband network, and commented there had been federal programs available, which had offered discounted broadband access but due to political decisions an extension of those programs had been voted down in 2024.

PUBLIC COMMENTS CLOSED

Mr. Stevens reported that in 2011, it cost around \$7 million to build 12 miles of fiber, 144 strands at 10 gigabits per second either in a back plane that dropped to around eight different City facilities in the City of Richmond, a robust network, which had been funded through a federal security grant, and which cost would likely be doubled today. The swap was 3,000 feet of conduit for 22 miles of 12 strands of fiber which was a really good deal.

Mayor Toms clarified there was no price tag on the recommendations. She asked whether staff or the City Council would prioritize the items.

Public Works Director Mishra commented if the City Council directed staff to pursue a joint effort with the City of Richmond that could be done. If any of the City's street projects were on major arterials, staff would make it mandatory to leave some conduit in those streets, and while project costs would increase a bit it would benefit the City in the future. As future projects came up, staff could be directed to evaluate those projects as to whether there was any feasibility to add new conduit to the network.

Council member Tave suggested the City needed to develop what a joint trench looked like, including electrical to underground power lines, communication and telecom with a joint trench specification that could be implemented when water pipes or sewer lines were being replaced or roads redone, to be incorporated into the costs for redundancies. He wanted to see a municipal option for Internet access to be developed as a capital plan whether for the Senior Center or elsewhere, which had been an issue for residents during the pandemic. He suggested something should be in place and it could be emergency related.

Mayor Toms asked whether the City could tap into a couple of strands of fiber from the City of Richmond to the Senior Center and whether that could be considered as a municipal option.

Mr. Stevens cautioned agencies trying to build and operate networks because it became very expensive and the City had to determine who would maintain it. He understood the desire for something that was robust along with a backup plan if there was a problem.

Mr. Stevens suggested the City could potentially get a secondary Internet access point at the Senior Center, if Comcast was the provider today, and possibly get two backup providers (Sonic and AT&T), in the unlikely event all three go down which would allow flexibility. If there were high enough speeds from the providers a lot of people could be served at those locations.

A secondary approach could be to speak to the City of Richmond and determine the costs to interconnect to use the Internet archive backbone and then provision the City's own network at one of the locations using the fiber the City already possessed, which option may not be a significant cost and someone in the Information Technology (IT) Department would have to operate it. He noted the City would get a preferred rate when leasing from Comcast or AT&T.

ACTION: Motion by Council members Tave/Murphy to extend the City Council meeting to 11:15 p.m.

Vote:	Passed	5-0
	Ayes:	Toms, Sasai, Martinez-Rubin, Murphy, Tave
	Noes:	None
	Abstain:	None
	Absent:	None

Mr. Stevens suggested the City Council consider those two strategies.

Mayor Toms understood extending Sonic or AT&T would have operational costs as well and Public Works Director Mishra advised that extending Sonic or AT&T would involve a monthly service charge since lines were already available.

Mayor Toms asked whether the City Council supported direction to staff to explore the costs of tapping into the City of Richmond's system and getting a cost estimate for Sonic and AT&T, as described.

Council member Martinez-Rubin understood the simplest and most readily available approach, if needed, would be to subscribe to additional providers, which Public Works Director Mishra confirmed.

Council member Murphy suggested connecting the 40 sites in the City of Pinole eligible for CSAF funds. He asked whether that work would be under the Public Works or another City Department.

Mr. Stevens clarified that just because the PUC website had the 40 sites listed, staff could find no evidence of problems at those locations. It would be helpful for those people suffering a problem to be pointed to the correct resource to help them out.

Council member Murphy asked whether an assessment of the 40 sites had been done.

Mr. Stevens clarified that only the geographic location of those sites was available. Those who responded to the survey were in the same geographic location and were not having an issue. He suggested those sites should be monitored and if people started having problems the City should help out. He suggested that complaints, if there were any, should be referred to the City Council or City representatives.

As to whether there was a way to collectively complain to a carrier and in response to Council member Tave, Mr. Stevens clarified to get better service Pinole constituents should be calling and requesting better capacity from their providers.

Council member Murphy recommended direction to staff to add “Report a Problem” on the City website, which could be directed to the specific carrier.

Public Works Director Mishra confirmed staff could receive the complaints and direct constituents on what to do. He thanked the City Council for the input, advised that staff would contact the City of Richmond and see what they could do about their Public Works projects, and add a drop down in the Report a Problem regarding Internet service.

ACTION: Motion by Council member Murphy/Mayor Toms to direct staff to contact the City of Richmond and see what they could do about the Public Works projects and add a drop down in the Report a Problem regarding Internet service, as discussed.

Vote:	Passed	5-0
	Ayes:	Toms, Sasai, Martinez-Rubin, Murphy, Tave
	Noes:	None
	Abstain:	None
	Absent:	None

13. CITIZENS TO BE HEARD (Continued from Item 6) (Public Comments)

Only open to members of the public who did not speak under the first Citizens to be Heard, Agenda Item 6.

Citizens may speak under any item not listed on the Agenda. *The time limit is 3 minutes and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting.*

Anthony Vossbrink reported the phones were currently off the hook at the central call station. He asked why some basic infrastructure was not being addressed such as a number of street light issues in the community including street light outages along Pinole Valley Road and San Pablo Avenue and public parking lot lights that had been inoperable creating a safety hazard. He suggested the Public Works Department was not addressing the basic housekeeping needs in the City. He added that recyclable trash cans in the barbeque grove and dog park remained to be installed but had been ordered a long time ago by former staff and he asked the status of the caretaker’s home, the Tara Hills Safeway Shopping Center build out and the Union 76/7-Eleven gas station since it appeared the projects were stalled.

14. ADJOURNMENT to the Regular Meeting of September 3, 2024 in Remembrance of Amber Swartz and Colin Batchelder.

At 11:11 p.m., Mayor Toms adjourned the meeting to the Regular City Council Meeting of September 3, 2024 in Remembrance of Amber Swartz and Colin Batchelder.

Submitted by:

**Heather Bell, CMC
City Clerk**

Approved by City Council:



City of Pinole, CA

9B WARRANT LISTING By Vendor Name

Payment Dates 8/17/2024 - 8/30/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 1748 - AERZEN USA CORP					
SEPI-24-004340	105551	08/30/2024	500-641-44306	NEW CIRCUIT BOARD- WWTP	327.63
Vendor 1748 - AERZEN USA CORP Total:					327.63
Vendor: ALA08 - ALAMEDA COUNTY SHERIFF'S OFFICE					
290131-0824-8455	105486	08/23/2024	100-221-42301	EVOC BASIC SKILLS UPDATE TRAINING- PD	3,240.00
Vendor ALA08 - ALAMEDA COUNTY SHERIFF'S OFFICE Total:					3,240.00
Vendor: ALH01 - ALHAMBRA & SIERRA SPRINGS					
5025519-080624	105487	08/23/2024	500-641-42201	WATER DELIVERY- WWTP	195.85
5025531 080624	105552	08/30/2024	100-343-44306	WATER DELIVERY- CORP YARD	115.43
Vendor ALH01 - ALHAMBRA & SIERRA SPRINGS Total:					311.28
Vendor: SRP01 - AMERICAN RIVER COLLEGE					
25-006	105488	08/23/2024	100-221-42301	SUPERVISORY CLASS (POST)- PD	92.00
Vendor SRP01 - AMERICAN RIVER COLLEGE Total:					92.00
Vendor: 2454 - AMY EUBANKS					
INV0010178	105553	08/30/2024	100-221-42303	EVOC TRAINING REIMBURSEMENT-PD	18.00
Vendor 2454 - AMY EUBANKS Total:					18.00
Vendor: ARM04 - ARMOR LOCKSMITH SERVICES					
86925	105489	08/23/2024	100-343-44306	KEYS FACILITY MAINTENANCE	8.53
87063	105554	08/30/2024	100-343-44306	DUPLICATE KEYS- MAINTENANCE	18.83
Vendor ARM04 - ARMOR LOCKSMITH SERVICES Total:					27.36
Vendor: ATT01 - AT&T					
000022118138	105490	08/23/2024	525-118-43101	TELEPHONE SERVICE MIS 7/10- 8/9/24	827.01
000022121700	105490	08/23/2024	525-118-43101	TELEPHONE SERVICE PUBLIC WORKS 7/11-8/10/24	961.16
000022121701	105490	08/23/2024	525-118-43101	TELEPHONE SERVICE ADMINISTRATION 7/11- 8/10/24	5,236.17
000022121702	105490	08/23/2024	525-118-43101	TELEPHONE SERVICE RECREATION 8/11-8/10/24	1,027.26
000022121703	105490	08/23/2024	525-118-43101	TELEPHONE SERVICE CDD 7/11-8/10/24	195.90
000022121705	105490	08/23/2024	525-118-43101	TELEPHONE SERVICE EOC 7/11- 8/10/24	240.80
000022180399	105555	08/30/2024	525-118-43101	TELEPHONE SERVICE POLICE DEPT 07/20-8/19/24	3,784.75
Vendor ATT01 - AT&T Total:					12,273.05
Vendor: 2419 - BARG COFFIN LEWIS & TRAPP, LLP					
50274	105556	08/30/2024	207-344-42102	LEGAL SERVICES-NPDES	369.00
50348	105556	08/30/2024	207-344-42102	LEGAL SERVICES- NPDES	123.00
50395	105556	08/30/2024	207-344-42102	LEGAL SERVICES- NPDES	123.00
50501	105556	08/30/2024	207-344-42102	LEGAL SERVICES- NPDES	184.50
Vendor 2419 - BARG COFFIN LEWIS & TRAPP, LLP Total:					799.50
Vendor: BIR05 - BIRITE FOODSERVICE DISTRIBUTORS					
6825304	105491	08/23/2024	209-552-43804	FOOD PROGRAM DELIVERY- SENIOR CENTER	1,095.65
6825305	105491	08/23/2024	209-552-43804	FOOD PROGRAM DELIVERY- SENIOR CENTER	436.21
6826611	105491	08/23/2024	209-552-43804	FOOD PROGRAM DELIVERY- SENIOR CENTER	104.33

WARRANT LISTING

Payment Dates: 8/17/2024 - 8/30/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
6829768	105557	08/30/2024	209-552-43804	FOOD PROGRAM DELIVERY- SENIOR CENTER	1,218.06
Vendor BIR05 - BIRITE FOODSERVICE DISTRIBUTORS Total:					2,854.25
Vendor: CALA8 - CALIBRE PRESS					
112808	105492	08/23/2024	100-221-42301	WOMEN IN COMMAND TRAINING ADMISSION- PD	359.00
112881	105492	08/23/2024	100-221-42301	WOMEN IN COMMAND TRAINING ADMISSION- PD	359.00
Vendor CALA8 - CALIBRE PRESS Total:					718.00
Vendor: PER03 - CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTM					
100000017645200	105558	08/30/2024	100-115-42101	FY24 GASB 68 REPORTS	1,750.00
Vendor PER03 - CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTM Total:					1,750.00
Vendor: CAL01 - CALTEST ANALYTICAL LAB					
722155	105559	08/30/2024	500-641-44305	ROUTINE MONITORING- WWTP	2,115.55
Vendor CAL01 - CALTEST ANALYTICAL LAB Total:					2,115.55
Vendor: 2268 - CATTRON NORTH AMERICA, INC.					
501V22008620	105493	08/23/2024	500-642-42108	REMOTE IT FLOW METER- CY	504.85
501V23022527	105493	08/23/2024	500-642-42108	REMOTE IQ FLOW METER- CY	504.85
Vendor 2268 - CATTRON NORTH AMERICA, INC. Total:					1,009.70
Vendor: 2060 - CENTRAL CONCRETE SUPPLY CO., INC.					
2406-092547	105560	08/30/2024	100-345-44306	JUTE NETTING- PARKS	702.40
Vendor 2060 - CENTRAL CONCRETE SUPPLY CO., INC. Total:					702.40
Vendor: 2229 - CHAPLIN AND HILL INVESTIGATIVE SERVICES LLC					
24-04_04	105494	08/23/2024	100-221-42101	PROFESSIONAL SERVICES- PD	2,330.50
Vendor 2229 - CHAPLIN AND HILL INVESTIGATIVE SERVICES LLC Total:					2,330.50
Vendor: 2888 - CHERYLYNN CROOMS					
INV0010173	105561	08/30/2024	209-20307	REFUND PARK DEPOSIT - 8/4/24 RENTAL	210.00
Vendor 2888 - CHERYLYNN CROOMS Total:					210.00
Vendor: CIT08 - CITY MECHANICAL, INC					
105958	105495	08/23/2024	209-558-42108	HVAC MAINTENANCE- MEMORIAL HALL	500.00
105959	105495	08/23/2024	100-343-42108	HVAC SERVICE- CORP YARD	465.00
106243	105562	08/30/2024	209-552-42108	HVAC REPAIR- SENIOR CENTER	690.00
Vendor CIT08 - CITY MECHANICAL, INC Total:					1,655.00
Vendor: CIT14 - CITY OF WALNUT CREEK					
INV0010174	105563	08/30/2024	100-110-42301	9/5/24 MAYORS CONFERENCE REGISTRATIONS (2)	140.00
Vendor CIT14 - CITY OF WALNUT CREEK Total:					140.00
Vendor: COM20 - COMCAST					
0050875-07182024	105496	08/23/2024	525-118-43105	CABLE - CITY HALL	29.88
0050875-08182024	105564	08/30/2024	525-118-43105	BUSINESS CABLE- CITY HALL	34.63
0433782-07292024	105496	08/23/2024	505-119-43105	CABLE 7/24-8/23/24 -PCTV	137.22
Vendor COM20 - COMCAST Total:					201.73
Vendor: CON98 - CONTRA COSTA COUNTY LAW & JUSTICE SYS.					
LJIS 24-Pin	105497	08/23/2024	100-222-42201	ACCJIN AND WARRANT SYSTEM SHARED COSTS- PD	4,047.95
Vendor CON98 - CONTRA COSTA COUNTY LAW & JUSTICE SYS. Total:					4,047.95
Vendor: 1727 - CONTRA COSTA COUNTY LIBRARY					
PNLQ1 23-24 MTCE	105498	08/23/2024	100-560-42101	JUL-SEPT 2023 LIBRARY MAINTENANCE	35,358.38
PNLQ2 23-24 MTCE	105498	08/23/2024	100-560-42101	OCT-DEC 2023 LIBRARY MAINTENANCE	49,320.90
PNLQ3 23-24 MTCE	105498	08/23/2024	100-560-42101	JAN-MARCH 2024 LIBRARY MAINTENANCE	32,958.96

WARRANT LISTING

Payment Dates: 8/17/2024 - 8/30/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
PNLQ4 23-24 MTCE	105565	08/30/2024	100-560-42101	APRIL-JUNE LIBRARY MAINTENANCE	41,157.59
Vendor 1727 - CONTRA COSTA COUNTY LIBRARY Total:					158,795.83
Vendor: CCC16 - CONTRA COSTA COUNTY SHERIFF'S OFFICE					
24-65	105499	08/23/2024	100-222-42101	EXTRADITION FEE- PD	485.00
Vendor CCC16 - CONTRA COSTA COUNTY SHERIFF'S OFFICE Total:					485.00
Vendor: COR12 - CORELOGIC SOLUTIONS LLC					
82218437	105500	08/23/2024	525-118-42510	JULY REALQUEST- IT	764.41
Vendor COR12 - CORELOGIC SOLUTIONS LLC Total:					764.41
Vendor: 1445 - CORTEZ TIRES AND AUTO REPAIR					
25143	105501	08/23/2024	100-221-42107	REPLACE CATALYTIC CONVERTER- PD	2,610.19
Vendor 1445 - CORTEZ TIRES AND AUTO REPAIR Total:					2,610.19
Vendor: 2220 - CRESCO EQUIPMENT RENTALS					
6181669-0001	105502	08/23/2024	500-642-44306	DISCHARGE HOSE- CORP YARD	105.12
Vendor 2220 - CRESCO EQUIPMENT RENTALS Total:					105.12
Vendor: 1278 - CRISTINA AHLSTRAND					
INV0010162	105503	08/23/2024	209-554-43812	PIZZA DOUGH FOR COOKING CAMP 7/29-8/2/24	19.37
INV0010163	105503	08/23/2024	209-554-43812	COOKING SUPPLIES FOR CAMP 7/29-8/2/24	27.13
Vendor 1278 - CRISTINA AHLSTRAND Total:					46.50
Vendor: 2745 - DEVIN MURPHY					
INV0010167	105504	08/23/2024	100-110-42302	NLC SUMMIT REIMBURSEMENT- CITY COUNCIL	1,505.99
Vendor 2745 - DEVIN MURPHY Total:					1,505.99
Vendor: 1443 - DIESEL DIRECT WEST, INC.					
85979807	105505	08/23/2024	100-10601	7/29/24 GASOLINE DELIVERY- CORP YARD	2,182.89
86007516	105566	08/30/2024	100-10601	8/12/24 GASOLINE DELIVERY- CORP YARD	2,387.78
Vendor 1443 - DIESEL DIRECT WEST, INC. Total:					4,570.67
Vendor: EBM01 - EBMUD					
435748-08152024	105567	08/30/2024	209-553-43102	2454 SIMAS AVE-TINY TOTS	67.93
435748-08152024	105567	08/30/2024	209-557-43102	2454 SIMAS AVE-TINY TOTS	2,196.43
532364-08152024	105567	08/30/2024	100-345-43102	1267 ADOBE RD-HAZEL DOWNER-THORNTON PICNIC GROVE	208.08
532606-08152024	105567	08/30/2024	100-345-43102	1270 ADOBE RD-CARETAKER'S SHED FOR PINOLE PARK	84.92
534462-08152024	105567	08/30/2024	100-345-43102	3450 SAVAGE AVE-IRRIGATION USE ONLY	69.11
554181-08132024	105567	08/30/2024	100-231-43102	3790 PINOLE VALLEY RD-FIRE STATION	1,263.53
554182-08152024	105567	08/30/2024	100-231-43102	3790 PINOLE VALLEY RD-FIRE STATION	358.80
Vendor EBM01 - EBMUD Total:					4,248.80
Vendor: JOE02 - EL SOBRANTE SEWER REPAIR					
1932	105568	08/30/2024	500-642-42101	SPOT SEWER REPAIR & JOB RESTORATION	8,532.60
Vendor JOE02 - EL SOBRANTE SEWER REPAIR Total:					8,532.60
Vendor: 2853 - EVERON, LLC					
155894739	105569	08/30/2024	100-343-42108	ALARM MONITORING 8/29- 11/28/24- CITY HALL	870.00
155942934	105506	08/23/2024	209-552-42108	ALARM MONITORING SERVICE- SENIOR CENTER	152.00

WARRANT LISTING

Payment Dates: 8/17/2024 - 8/30/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
AUGUST 2024	105507	08/23/2024	209-553-42108	ALARM MONITORING SERVICE-TINY TOTS	110.73
Vendor 2853 - EVERON, LLC Total:					1,132.73
Vendor: 1612 - FIRST VANGUARD RENTALS & SALES					
1-511007	105508	08/23/2024	100-345-42108	LIGHTS RENTAL FOR MOVIE IN THE PARK	813.75
Vendor 1612 - FIRST VANGUARD RENTALS & SALES Total:					813.75
Vendor: FIS01 - FISHER SCIENTIFIC					
4193617	105509	08/23/2024	500-641-44303	IODINE- WWTP	105.47
Vendor FIS01 - FISHER SCIENTIFIC Total:					105.47
Vendor: 2457 - GEOLINKS					
BD0205705	105510	08/23/2024	525-118-43106	INTERNET- CORP YARD	499.00
Vendor 2457 - GEOLINKS Total:					499.00
Vendor: GRA13 - GRAFIX SHOPPE					
158572	105511	08/23/2024	100-221-42107	VEHICLE GRAPHICS REPLACEMENT- PD	254.00
Vendor GRA13 - GRAFIX SHOPPE Total:					254.00
Vendor: GRA03 - GRAINGER					
9216066614	105570	08/30/2024	209-557-47107	PICNIC TABLE- SWIM CENTER	3,233.33
9219480705	105570	08/30/2024	209-557-47107	OUTDOOR BENCH- SWIM CENTER	1,390.99
Vendor GRA03 - GRAINGER Total:					4,624.32
Vendor: HAC01 - HACH COMPANY					
14133630	105512	08/23/2024	500-641-44305	LAB SUPPLIES- WWTP	487.29
14138015	105512	08/23/2024	500-641-44306	NITRAVER, AMMONIA- WWTP	627.36
Vendor HAC01 - HACH COMPANY Total:					1,114.65
Vendor: 2280 - HERCULES TREE SERVICE LANDSCAPE CONSTRUCTION					
5160	105571	08/30/2024	106-345-47203	SYCAMORE TREE REMOVAL- PARKS	3,000.00
5421	105571	08/30/2024	106-345-47203	OAK TREE REMOVAL- PARKS	2,900.00
Vendor 2280 - HERCULES TREE SERVICE LANDSCAPE CONSTRUCTION Total:					5,900.00
Vendor: 1161 - HINDERLITER, DE LLAMAS & ASSOCIATES					
SIN042506	105572	08/30/2024	105-115-42101	JUL-SEPTEMBER TRANSACTION TAX 60140	60.00
SIN042534	105572	08/30/2024	106-115-42101	JULY- SEPTEMBER TRANSACTION TAX 60384	360.00
Vendor 1161 - HINDERLITER, DE LLAMAS & ASSOCIATES Total:					420.00
Vendor: IMA01 - IMAGE SALES, INC.					
0077334-IN	105513	08/23/2024	100-222-42201	ID CARD- PD	23.16
Vendor IMA01 - IMAGE SALES, INC. Total:					23.16
Vendor: 2886 - J & M AUTO CUSTOM					
RO#24088	105514	08/23/2024	100-343-42107	VEHICLE REPAIR GENERAL MAINTENANCE	8,391.48
Vendor 2886 - J & M AUTO CUSTOM Total:					8,391.48
Vendor: J&O01 - J & O COMMERCIAL TIRE CTR					
167714	105573	08/30/2024	100-343-42107	FLAT TIRE REPAIR- GENERAL MAINTENANCE	258.67
Vendor J&O01 - J & O COMMERCIAL TIRE CTR Total:					258.67
Vendor: 1611 - JANICE M. BYER					
JULY 2024	105515	08/23/2024	209-552-43802	JULY 2024 EXERCISE CLASSES- SENIOR CENTER	1,050.00
Vendor 1611 - JANICE M. BYER Total:					1,050.00
Vendor: JAN92 - JAN-PRO OF THE GREATER BAY AREA					
23548	105516	08/23/2024	209-552-42108	JUNE JANITORAIL SERVICE- SENIOR CENTER	2,257.00
Vendor JAN92 - JAN-PRO OF THE GREATER BAY AREA Total:					2,257.00

WARRANT LISTING

Payment Dates: 8/17/2024 - 8/30/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 1630 - JOHN AND CLAIRE INVESTIGATIONS					
1619	105517	08/23/2024	100-222-42101	DISPATCHER PRE- EMPLOYMENT BACKGROUND- PD	1,875.00
Vendor 1630 - JOHN AND CLAIRE INVESTIGATIONS Total:					1,875.00
Vendor: 2850 - KELCEY YOUNG					
INV0010175	105574	08/30/2024	100-116-42101	REIMBURSE RELOCATION EXPENSES- CITY MANAGER	2,090.78
INV0010176	105574	08/30/2024	100-116-42101	REIMBURSE RELOCATION EXPENSES- CITY MANAGER	6,345.42
Vendor 2850 - KELCEY YOUNG Total:					8,436.20
Vendor: KEL09 - KELLER CANYON LANDFILL					
4212-000033355	105518	08/23/2024	500-641-44302	SLUDGE REMOVAL- WWTP	4,611.50
Vendor KEL09 - KELLER CANYON LANDFILL Total:					4,611.50
Vendor: TAM04 - KEN TAMPLIN					
107663	105519	08/23/2024	100-231-42512	WEED CUTTING ON 23 PARCELS	27,913.00
Vendor TAM04 - KEN TAMPLIN Total:					27,913.00
Vendor: KEN09 - KENNEDY AND ASSOCIATES, INC.					
24-076	105520	08/23/2024	207-344-42101	ANNUAL REPORT- NPDES	1,157.23
Vendor KEN09 - KENNEDY AND ASSOCIATES, INC. Total:					1,157.23
Vendor: KNO03 - KNORR SYSTEMS, INC.					
245121	105575	08/30/2024	209-557-42108	MINI BULK SODIUM HYPOCHLORITE- SWIM CENTER	1,716.65
Vendor KNO03 - KNORR SYSTEMS, INC. Total:					1,716.65
Vendor: 2706 - LABCONCO CORPORATION					
K00000012900	105521	08/23/2024	500-641-44305	WASHER ARM ASSY- WWPT	525.26
Vendor 2706 - LABCONCO CORPORATION Total:					525.26
Vendor: LAK01 - LAKESHORE					
742772080524	105522	08/23/2024	209-553-42514	TINY TOTS PROGRAM SUPPLIES	96.76
Vendor LAK01 - LAKESHORE Total:					96.76
Vendor: 2000 - LANDIA, INC					
SE10476	105523	08/23/2024	500-641-44306	MAINTENANCE SUPPLIES- WWTP	5,870.55
Vendor 2000 - LANDIA, INC Total:					5,870.55
Vendor: LAN15 - LANGUAGE LINE SERVICES					
11369601	105524	08/23/2024	100-223-42101	OVER THE PHONE INTERPRETATIONS- PD	78.96
Vendor LAN15 - LANGUAGE LINE SERVICES Total:					78.96
Vendor: 2884 - LESSLY MANTILLA					
INV0010168	105525	08/23/2024	209-554-36405	SKYHAWKS CAMP REIMBURSEMENT - PYC	247.00
Vendor 2884 - LESSLY MANTILLA Total:					247.00
Vendor: 1253 - LIL' FROG CREATIONS					
1108	105576	08/30/2024	209-551-42515	PINOLE STANDS UNITED AGAINST HATE BANNERS-REC	265.35
Vendor 1253 - LIL' FROG CREATIONS Total:					265.35
Vendor: 2885 - MARY HUEBNER					
INV0010172	105526	08/23/2024	209-554-36405	REFUND FOR CANCELLED BALL2THRIVE BASKETBALL CAMP	368.00
Vendor 2885 - MARY HUEBNER Total:					368.00
Vendor: 2882 - MURGREN ENVIRONMENTAL COMPANY					
183733	105527	08/23/2024	207-344-42108	CLEANING AND CCTV INSPECTION OF 12" PIPELINE- NPDES	4,760.00
Vendor 2882 - MURGREN ENVIRONMENTAL COMPANY Total:					4,760.00

WARRANT LISTING

Payment Dates: 8/17/2024 - 8/30/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 2426 - NEW FRONTIER TENNIS					
073124	105528	08/23/2024	209-554-42101	JR TENNIS CAMP INSTRUCTOR FEE 7/15-7/18/24	980.00
Vendor 2426 - NEW FRONTIER TENNIS Total:					980.00
Vendor: 2740 - OCV, LLC.					
F10-5500	105529	08/23/2024	525-118-42106	ANNUAL SUPPORT FEE TO MAINTAIN APP- IT	9,990.00
Vendor 2740 - OCV, LLC. Total:					9,990.00
Vendor: O'R01 - O'REILLY AUTOMOTIVE, INC					
JULY 2024	105530	08/23/2024	100-221-44306	EQUIPMENT MAINTENANCE SUPPLIES- VARIOUS DEPARTMENT	262.65
JULY 2024	105530	08/23/2024	100-343-44306	EQUIPMENT MAINTENANCE SUPPLIES- VARIOUS DEPARTMENT	114.19
JULY 2024	105530	08/23/2024	100-343-44306	EQUIPMENT MAINTENANCE SUPPLIES- VARIOUS DEPARTMENT	8.78
JULY 2024	105530	08/23/2024	100-343-44306	EQUIPMENT MAINTENANCE SUPPLIES- VARIOUS DEPARTMENT	63.56
JULY 2024	105530	08/23/2024	100-343-44306	EQUIPMENT MAINTENANCE SUPPLIES- VARIOUS DEPARTMENT	55.26
JULY 2024	105530	08/23/2024	100-343-44306	EQUIPMENT MAINTENANCE SUPPLIES- VARIOUS DEPARTMENT	21.94
JULY 2024	105530	08/23/2024	100-343-44306	EQUIPMENT MAINTENANCE SUPPLIES- VARIOUS DEPARTMENT	19.73
JULY 2024	105530	08/23/2024	100-343-44306	EQUIPMENT MAINTENANCE SUPPLIES- VARIOUS DEPARTMENT	73.64
JULY 2024	105530	08/23/2024	500-641-44306	EQUIPMENT MAINTENANCE SUPPLIES- VARIOUS DEPARTMENT	86.65
Vendor O'R01 - O'REILLY AUTOMOTIVE, INC Total:					706.40
Vendor: OTI01 - OTIS ELEVATOR COMPANY					
100401629199	105531	08/23/2024	100-222-42108	AUGUST ELEVATOR MAINTENANCE- PD	128.96
100401659639	105577	08/30/2024	100-343-42108	SEPTEMBER ELEVATOR MAINTENANCE- CITY HALL	129.22
F10000202110	105531	08/23/2024	100-222-42108	MAINTENANCE AND LOGISTICS SURCHARGE-PUBLIC SAFETY	95.00
Vendor OTI01 - OTIS ELEVATOR COMPANY Total:					353.18
Vendor: 1555 - OWEN EQUIPMENT					
00064329	105532	08/23/2024	207-344-44306	EXTENSION BROOM- NPDES	517.90
Vendor 1555 - OWEN EQUIPMENT Total:					517.90
Vendor: PAC55 - PACIFIC SITE MANAGEMENT					
4212619	105533	08/23/2024	100-222-42108	AUGUST LANDSCAPE SERVICES	167.99
4212619	105533	08/23/2024	100-231-42108	AUGUST LANDSCAPE SERVICES	450.13
4212619	105533	08/23/2024	100-343-42108	AUGUST LANDSCAPE SERVICES	240.14
4212619	105533	08/23/2024	100-345-42108	AUGUST LANDSCAPE SERVICES	7,721.19
4212619	105533	08/23/2024	200-342-42108	AUGUST LANDSCAPE SERVICES	447.98
4212619	105533	08/23/2024	201-343-42108	AUGUST LANDSCAPE SERVICES	732.28
4212619	105533	08/23/2024	209-552-42108	AUGUST LANDSCAPE SERVICES	272.45
4212619	105533	08/23/2024	209-553-42108	AUGUST LANDSCAPE SERVICES	283.22
4212619	105533	08/23/2024	209-557-42108	AUGUST LANDSCAPE SERVICES	283.22
4212619	105533	08/23/2024	310-347-42108	AUGUST LANDSCAPE SERVICES	82.92
4212619	105533	08/23/2024	310-348-42108	AUGUST LANDSCAPE SERVICES	87.23
Vendor PAC55 - PACIFIC SITE MANAGEMENT Total:					10,768.75

WARRANT LISTING

Payment Dates: 8/17/2024 - 8/30/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: PGE01 - PG&E					
0081-08152024	105578	08/30/2024	200-342-43103	2501 SAN PABLO AVE TRAFFIC CONTROLLER	101.00
0209-08152024	105578	08/30/2024	200-342-43103	S/E CORNER SAN PABLO AVE & TENNENT TRAFFIC SIGNAL	112.18
0217-08152024	105578	08/30/2024	100-345-43103	TENNENT & PARK ST CLUB HOUSE	20.98
0498-08092024	105578	08/30/2024	100-231-43103	3790 PINOLE VALLEY RD FIRESTATION	1,776.51
0813-08152024	105578	08/30/2024	200-342-43103	2149 1/2 APPIAN WAY TRAFFIC SIGNAL	75.13
0883-08112024	105578	08/30/2024	100-222-43103	800 TENNENT AVE PUBLIC SAFETY FACILITY	969.10
0883-08112024	105578	08/30/2024	100-223-43103	800 TENNENT AVE PUBLIC SAFETY FACILITY	193.82
0883-08112024	105578	08/30/2024	100-231-43103	800 TENNENT AVE PUBLIC SAFETY FACILITY	775.28
0887-07312024	105534	08/23/2024	200-342-43103	PINON AVE & SAN PABLO AVE TRAFFIC SIGNAL	102.13
0923-08152024	105578	08/30/2024	100-110-43103	2131 PEAR ST	166.57
0923-08152024	105578	08/30/2024	100-111-43103	2131 PEAR ST	219.17
0923-08152024	105578	08/30/2024	100-112-43103	2131 PEAR ST	241.09
0923-08152024	105578	08/30/2024	100-115-43103	2131 PEAR ST	600.53
0923-08152024	105578	08/30/2024	100-116-43103	2131 PEAR ST	175.34
0923-08152024	105578	08/30/2024	100-117-43103	2131 PEAR ST	1,950.61
0923-08152024	105578	08/30/2024	100-343-43103	2131 PEAR ST	3,633.83
0923-08152024	105578	08/30/2024	200-342-43103	2131 PEAR ST	635.59
0923-08152024	105578	08/30/2024	212-461-43103	2131 PEAR ST	263.00
0923-08152024	105578	08/30/2024	212-462-43103	2131 PEAR ST	661.89
0923-08152024	105578	08/30/2024	285-464-43103	2131 PEAR ST	219.17
1093-07302024	105534	08/23/2024	500-642-43103	W END/HAZEL AVE SEWAGE PLANT	792.61
1156-08112024	105578	08/30/2024	209-554-43103	635 TENNENT AVE YOUTH CTR/CATV	21.88
1156-08112024	105578	08/30/2024	505-119-43103	635 TENNENT AVE YOUTH CTR/CATV	32.81
1462-08112024	105578	08/30/2024	209-552-43103	2500 CHARLES ST SENIOR CENTER	173.04
1801-08082024	105578	08/30/2024	209-553-43103	2454 SIMAS AVE REC CTR & POOL	15.02
2182-07312024	105534	08/23/2024	200-342-43103	OAKRIDGE/SAN PABLO AVE TRAFFIC SIGNAL	91.89
2506-08152024	105578	08/30/2024	215-341-43103	701 Pinon/2489 San Pablo-Electric CHGS	27.69
2969-08152024	105578	08/30/2024	201-343-43103	600 TENNENT AVE BLACKIES STORAGE	21.82
3029-08122024	105578	08/30/2024	100-345-43103	1270 ADOBE RD @ OUTSIDE BATHROOMS	90.49
3311-08152024	105578	08/30/2024	200-342-43103	PINOLE VALLEY RD & HENRY TRAFFIC CONTROLLER	138.79
3537-08152024	105578	08/30/2024	100-343-43103	659 TENNENT AVE PARKING LOT LIGHTS	79.88
3834-08062024	105578	08/30/2024	100-231-43103	3790 PINOLE VALLEY RD FIRESTATION	55.61
3850-08152024	105578	08/30/2024	100-345-43103	601 TENNENT AVE CARETAKER'S SHED	197.69
3914-08152024	105578	08/30/2024	100-345-43103	FERNANDEZ PARK BALLPARK LIGHTING	269.16
4065-08152024	105578	08/30/2024	100-343-43103	2937 PINOLE VALLEY RD TENNIS CT LIGHTS	330.44
4157-08092024	105578	08/30/2024	100-222-43103	809 CITY HALL	15.92
4193-08152024	105578	08/30/2024	200-342-43103	HWY 80 PINOLE VALLEY RD TRAFFIC CONTROLLER	82.14

WARRANT LISTING

Payment Dates: 8/17/2024 - 8/30/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
4368-08152024	105578	08/30/2024	200-342-43103	APPIAN WAY & TARA HILLS TRAFFIC SIGNAL	165.00
4612-08152024	105578	08/30/2024	201-343-43103	2100 SAN PABLO AVE FARIA HOUSE	33.78
5137-08142024	105578	08/30/2024	209-557-43103	2450 SIMAS AVE SWIM CTR	115.38
6043-08092024	105578	08/30/2024	100-231-43103	3790 PINOLE VALLEY RD	25.33
6969-08152024	105578	08/30/2024	201-343-43103	2361 SAN PABLO AVE PARKING LOT LIGHTS	125.72
7114-08152024	105578	08/30/2024	200-342-43103	2429 SAN PABLO AVE	101.00
7186-08112024	105578	08/30/2024	100-343-43103	601 TENNENT AVE PUBLIC MEETING HALL	7.84
7509-08152024	105578	08/30/2024	200-342-43103	TARA HILLS DR 500 FT APPIAN WAY TRAFFIC SIGNAL	76.17
8086-08152024	105578	08/30/2024	200-342-43103	N/S BORDER CITY OF PINOLE	89.46
8716-08112024	105578	08/30/2024	500-641-43103	SEWAGE PLNT-FT OF TENNENT	3,120.23
9824-08152024	105578	08/30/2024	310-347-43103	1303 PINOLE VALLEY RD TRAFFIC CONTROL SVC	131.73
9900-08152024	105578	08/30/2024	200-342-43103	2303 GRANADA CT TRAFFIC CONTROL SERVICE	151.77
9985-08152024	105578	08/30/2024	201-343-43103	NEAR 795 FERNANDEZ PARKING LOT LIGHTS	118.63
Vendor PGE01 - PG&E Total:					19,591.84
Vendor: PIN16 - PINOLE SEALS SWIM CLUB					
INV0010165	105535	08/23/2024	209-557-42101	2024 SWIM SEASON EXPENSE REIMB FY25	13,045.88
INV0010166	105535	08/23/2024	209-557-42101	2024 SWIM SEASON EXPENSE REIMBURSEMENT FY24	25,388.44
Vendor PIN16 - PINOLE SEALS SWIM CLUB Total:					38,434.32
Vendor: PIT06 - PITNEY BOWES					
08182024	105581	08/30/2024	525-118-42203	POSTAGE REFILL	2,024.75
Vendor PIT06 - PITNEY BOWES Total:					2,024.75
Vendor: 2788 - PLANETERIA MEDIA LLC					
21503	105536	08/23/2024	525-118-42101	WEBSITE DESIGN & DEVELOPMENT- IT	7,860.00
Vendor 2788 - PLANETERIA MEDIA LLC Total:					7,860.00
Vendor: 1009 - PRECISION IT CONSULTING					
14353	105537	08/23/2024	525-118-42101	AGREEMENT PRECISION 360 GOLD JUNE	30,815.00
14551	105537	08/23/2024	525-118-42101	SEPTEMBER AGREEMENT PRECISION 360 GOLD	30,965.00
14568	105537	08/23/2024	525-118-42510	JULY AGREEMENT PRECISION 360 OFFICE 365-IT	3,190.70
Vendor 1009 - PRECISION IT CONSULTING Total:					64,970.70
Vendor: 2887 - QUANTUM CORPORATION					
SO10006040	105582	08/30/2024	100-222-42101	QUANTUM ETHERNET/FIBRE CHANNEL-PD	5,509.04
Vendor 2887 - QUANTUM CORPORATION Total:					5,509.04
Vendor: 2453 - RAY'S ELECTRIC					
PPA#7	105538	08/23/2024	106-342-47205	SAFETY IMPROVEMENTS AT APPIAN WAY & MARLESTA RD.	6,333.50
PPA#7	105538	08/23/2024	215-342-47205	SAFETY IMPROVEMENTS AT APPIAN WAY & MARLESTA RD.	12,932.31
PPA#7	105538	08/23/2024	325-342-47205	SAFETY IMPROVEMENTS AT APPIAN WAY & MARLESTA RD.	4,781.26
Vendor 2453 - RAY'S ELECTRIC Total:					24,047.07
Vendor: 2646 - ROADS SAFE TRAFFIC SYSTEMS, INC.					
212586	105539	08/23/2024	100-342-42514	NO PARKING SIGNS-STREETS	38.41
213162	105583	08/30/2024	100-342-42514	ALUMINUM FINISHED SIGN-STREETS	38.41
Vendor 2646 - ROADS SAFE TRAFFIC SYSTEMS, INC. Total:					76.82

WARRANT LISTING

Payment Dates: 8/17/2024 - 8/30/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: 2889 - ROBERT MEADS					
INV0010177	105584	08/30/2024	100-221-42302	EVOC TRAINING	44.22
				REIMBURSEMENT- PD	
INV0010177	105584	08/30/2024	100-221-42303	EVOC TRAINING	18.00
				REIMBURSEMENT- PD	
Vendor 2889 - ROBERT MEADS Total:					62.22
Vendor: 1714 - SHERRI D. LEWIS					
CC03PINOLE-FY2024/25	105585	08/30/2024	100-112-42101	7/16/24 CITY COUNCIL	1,200.00
				MINUTES	
CC04PINOLE-FY2024/25	105540	08/23/2024	100-112-42101	8/6/24 COUNCIL MEETING	225.00
				MINUTES	
Vendor 1714 - SHERRI D. LEWIS Total:					1,425.00
Vendor: SIE09 - SIERRA TRUCK AND VAN, INC.					
340412009	105541	08/23/2024	100-343-42107	CHIPPER PART INSTALLATIONS-	2,753.43
				GEN MAINT	
Vendor SIE09 - SIERRA TRUCK AND VAN, INC. Total:					2,753.43
Vendor: 2881 - SIMONE WOODS					
INV0010164	105542	08/23/2024	209-20307	REFUND 8/17/24 PARK	210.00
				DEPOSIT	
Vendor 2881 - SIMONE WOODS Total:					210.00
Vendor: 2048 - SONIC.NET, LLC					
1008687519	105543	08/23/2024	525-118-43106	INTERNET- CORP YARD	549.00
Vendor 2048 - SONIC.NET, LLC Total:					549.00
Vendor: 2867 - TERRACON CONSULTANTS, INC.					
TM32504	105586	08/30/2024	500-642-47201	MATERIALS TESTING FOR	625.00
				SS2201 AND SS2401	
Vendor 2867 - TERRACON CONSULTANTS, INC. Total:					625.00
Vendor: 1893 - THE PIN CENTER					
0824018	105544	08/23/2024	100-112-42201	LAPEL PINS- CITY CLERK	612.50
Vendor 1893 - THE PIN CENTER Total:					612.50
Vendor: 2883 - THE REGIONAL TRAINING CENTER					
2534	105545	08/23/2024	100-221-42301	UAS BASIC PILOTS COURSE	4,796.00
				TUITION- PD	
Vendor 2883 - THE REGIONAL TRAINING CENTER Total:					4,796.00
Vendor: 2879 - THOMAS WHITE					
INV0010171	105546	08/23/2024	212-20025	REFUND BP22-0087 STMP FEE	6,916.00
				PAID @2525 BRANDT ST.	
Vendor 2879 - THOMAS WHITE Total:					6,916.00
Vendor: 2890 - ULISES DOMINGUEZ					
INV0010179	105587	08/30/2024	100-221-42302	EVOC TRAINING	53.60
				REIMBURSEMENT-PD	
INV0010179	105587	08/30/2024	100-221-42303	EVOC TRAINING	18.00
				REIMBURSEMENT-PD	
Vendor 2890 - ULISES DOMINGUEZ Total:					71.60
Vendor: UNI07 - UNIVERSAL BUILDING SVCS.					
15379	105588	08/30/2024	209-557-42108	SANITARY SUPPLIES- SWIM	152.52
				CENTER	
15425	105547	08/23/2024	100-343-42108	SANITARY SUPPLIES- FACILITY	713.56
				MAINTENANCE	
15429	105547	08/23/2024	100-222-42108	SANITARY SUPPLIES- PD	255.41
15434	105547	08/23/2024	100-343-42108	SANITARY SUPPLIES- BLDG	270.71
				MAINTENANCE	
527730	105547	08/23/2024	100-343-42108	JULY JANITORIAL SERVICES-	1,354.00
				CITY HALL	
527731	105547	08/23/2024	100-222-42108	JULY JANITORIAL SERVICES-	2,768.00
				PUBLIC SAFETY	
527732	105547	08/23/2024	209-557-42108	JULY JANITORIAL SERVICES-	1,463.00
				SWIM CENTER	
Vendor UNI07 - UNIVERSAL BUILDING SVCS. Total:					6,977.20

WARRANT LISTING

Payment Dates: 8/17/2024 - 8/30/2024

Payable Number	Payment Number	Payment Date	Account Number	Description (Payable)	Amount
Vendor: USB06 - US BANK					
534605464	105548	08/23/2024	525-118-42107	COPIER LEASE PAYMENT- ALL DEPARTMENTS	2,501.86
Vendor USB06 - US BANK Total:					2,501.86
Vendor: VER02 - VERIZON WIRELESS					
9971532406	105589	08/30/2024	525-118-43101	CITYWIDE CELL PHONES	7,266.98
Vendor VER02 - VERIZON WIRELESS Total:					7,266.98
Vendor: 2828 - VESTIS					
939388000-07312024	105590	08/30/2024	209-552-43804	LAUNDRY SERVICE FOR WWTP AND PSC	752.43
939388000-07312024	105590	08/30/2024	500-641-44410	LAUNDRY SERVICE FOR WWTP AND PSC	1,945.12
Vendor 2828 - VESTIS Total:					2,697.55
Vendor: 1520 - WEX BANK					
98886361	105549	08/23/2024	100-221-44301	FUEL PURCHASES- PD	297.27
Vendor 1520 - WEX BANK Total:					297.27
Vendor: 2880 - Z-SPORTS INC.					
356001	105550	08/23/2024	209-554-42101	VOLLEYBALL CAMP INSTRUCTOR FEE 7/29-8/21/24	1,806.00
Vendor 2880 - Z-SPORTS INC. Total:					1,806.00
Grand Total:					526,653.08

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	274,826.11
105 - Measure S -2006	60.00
106 - MEASURE S-2014	12,593.50
200 - Gas Tax Fund	2,370.23
201 - Restricted Real Estate Maintenance Fund	1,032.23
207 - NPDES Storm Water Fund	7,234.63
209 - Recreation Fund	62,415.40
212 - Building & Planning	7,840.89
215 - Measure C and J Fund	12,960.00
285 - Housing Land Held for Resale	219.17
310 - Lighting & Landscape Districts	301.88
325 - City Street Improvements	4,781.26
500 - Sewer Enterprise Fund	31,083.49
505 - Cable Access TV	170.03
525 - Information Systems	108,764.26
Grand Total:	526,653.08

Account Summary

Account Number	Account Name	Payment Amount
100-10601	Gas Tanks/Corp Yard	4,570.67
100-110-42301	Travel & Training/Conf-R...	140.00
100-110-42302	Travel & Training/Milea...	1,505.99
100-110-43103	Utilities/Electricity & Po...	166.57
100-111-43103	Utilities/Electricity & Po...	219.17
100-112-42101	Prof Svcs/Professional Se..	1,425.00
100-112-42201	Office Expense	612.50
100-112-43103	Utilities/Electricity & Po...	241.09
100-115-42101	Prof Svcs/Professional Se..	1,750.00
100-115-43103	Utilities/Electricity & Po...	600.53
100-116-42101	Prof Svcs/Professional Se..	8,436.20
100-116-43103	Utilities/Electricity & Po...	175.34
100-117-43103	Utilities/Electricity & Po...	1,950.61
100-221-42101	Prof Svcs/Professional Se..	2,330.50
100-221-42107	Prof Svcs/Equipment Ma...	2,864.19
100-221-42301	Travel & Training/Conf-R...	8,846.00
100-221-42302	Travel & Training/Milea...	97.82
100-221-42303	Travel & Training/Meal A...	54.00
100-221-44301	Other Materials Supp/F...	297.27
100-221-44306	Other Materials Supp/M...	262.65
100-222-42101	Prof Svcs/Professional Se..	7,869.04
100-222-42108	Prof Svcs/Building-Struc...	3,415.36
100-222-42201	Office Expense	4,071.11
100-222-43103	Utilities/Electricity & Po...	985.02
100-223-42101	Prof Svcs/Professional Se..	78.96
100-223-43103	Utilities/Electricity & Po...	193.82
100-231-42108	Prof Svcs/Building-Struc...	450.13
100-231-42512	Admin Exp/Abatement	27,913.00
100-231-43102	Utilities/Water	1,622.33
100-231-43103	Utilities/Electricity & Po...	2,632.73
100-342-42514	Admin Exp/Special Depa...	76.82
100-343-42107	Prof Svcs/Equipment Ma...	11,403.58
100-343-42108	Prof Svcs/Building-Struc...	4,042.63
100-343-43103	Utilities/Electricity & Po...	4,051.99
100-343-44306	Other Materials Supp/M...	499.89
100-345-42108	Prof Svcs/Building-Struc...	8,534.94
100-345-43102	Utilities/Water	362.11
100-345-43103	Utilities/Electricity & Po...	578.32

Account Summary

Account Number	Account Name	Payment Amount
100-345-44306	Other Materials Supp/M...	702.40
100-560-42101	Prof Svcs/Professional Se...	158,795.83
105-115-42101	Prof Svcs/Professional Se...	60.00
106-115-42101	Prof Svcs/Professional Se...	360.00
106-342-47205	Improvements/Streets	6,333.50
106-345-47203	Improvements/Parks	5,900.00
200-342-42108	Prof Svcs/Building-Struc...	447.98
200-342-43103	Utilities/Electricity & Po...	1,922.25
201-343-42108	Prof Svcs/Building-Struc...	732.28
201-343-43103	Utilities/Electricity & Po...	299.95
207-344-42101	Prof Svcs/Professional Se...	1,157.23
207-344-42102	Prof Svcs/Attorney Servi...	799.50
207-344-42108	Prof Svcs/Building-Struc...	4,760.00
207-344-44306	Other Materials Supp/M...	517.90
209-20307	Deposits Payable/Recrea...	420.00
209-551-42515	Admin Exp/Special Events	265.35
209-552-42108	Prof Svcs/Building-Struc...	3,371.45
209-552-43103	Utilities/Electricity & Po...	173.04
209-552-43802	Program Cost/Class Fees	1,050.00
209-552-43804	Program Cost/Food Prog...	3,606.68
209-553-42108	Prof Svcs/Building-Struc...	393.95
209-553-42514	Admin Exp/Special Depa...	96.76
209-553-43102	Utilities/Water	67.93
209-553-43103	Utilities/Electricity & Po...	15.02
209-554-36405	Recreation Chg/Summer...	615.00
209-554-42101	Prof Svcs/Professional Se...	2,786.00
209-554-43103	Utilities/Electricity & Po...	21.88
209-554-43812	Program Cost/Youth Cen...	46.50
209-557-42101	Prof Svcs/Professional Se...	38,434.32
209-557-42108	Prof Svcs/Building-Struc...	3,615.39
209-557-43102	Utilities/Water	2,196.43
209-557-43103	Utilities/Electricity & Po...	115.38
209-557-47107	FF&E/Furniture & Applia...	4,624.32
209-558-42108	Prof Svcs/Building-Struc...	500.00
212-20025	Accounts Payable/STMP ...	6,916.00
212-461-43103	Utilities/Electricity & Po...	263.00
212-462-43103	Utilities/Electricity & Po...	661.89
215-341-43103	Utilities/Electricity & Po...	27.69
215-342-47205	Improvements/Streets	12,932.31
285-464-43103	Utilities/Electricity & Po...	219.17
310-347-42108	Prof Svcs/Building-Struc...	82.92
310-347-43103	Utilities/Electricity & Po...	131.73
310-348-42108	Prof Svcs/Building-Struc...	87.23
325-342-47205	Improvements/Streets	4,781.26
500-641-42201	Office Expense	195.85
500-641-43103	Utilities/Electricity & Po...	3,120.23
500-641-44302	Other Materials Supp/SI...	4,611.50
500-641-44303	Other Materials Supp/C...	105.47
500-641-44305	Other Materials Supp/La...	3,128.10
500-641-44306	Other Materials Supp/M...	6,912.19
500-641-44410	Safety Clothing	1,945.12
500-642-42101	Prof Svcs/Professional Se...	8,532.60
500-642-42108	Prof Svcs/Building-Struc...	1,009.70
500-642-43103	Utilities/Electricity & Po...	792.61
500-642-44306	Other Materials Supp/M...	105.12
500-642-47201	Improvements/Building	625.00
505-119-43103	Utilities/Electricity & Po...	32.81
505-119-43105	Utilities/Cable	137.22

Account Summary

Account Number	Account Name	Payment Amount
525-118-42101	Prof Svcs/Professional Se..	69,640.00
525-118-42106	Prof Svcs/Software Main...	9,990.00
525-118-42107	Prof Svcs/Equipment Ma...	2,501.86
525-118-42203	Office Exp/Shipping & M...	2,024.75
525-118-42510	Admin Exp/Software Pur...	3,955.11
525-118-43101	Utilities/Telephone	19,540.03
525-118-43105	Utilities/Cable	64.51
525-118-43106	Utilities/Internet	1,048.00
	Grand Total:	526,653.08

Project Account Summary

Project Account Key	Payment Amount	
None	502,606.01	
10634247205RO1714	6,333.50	
21534247205RO1714	12,932.31	
32534247205RO1714	4,781.26	
	Grand Total:	526,653.08

Approved By:  Date: 8/28/2024



CITY COUNCIL REPORT

9.C.

DATE: SEPTEMBER 3, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: FIONA EPPS, ASSISTANT TO THE CITY MANAGER
SUBJECT: LETTER OF SUPPORT FOR ASSEMBLY BILL (AB) 1955 REGARDING THE SAFETY ACT

RECOMMENDATION

Staff recommends that the City Council consider approving a letter of support to acknowledge the City's position on California Assembly Bill (AB) 1955.

BACKGROUND

At its meeting of July 2, 2024, the City Council approved as a future agenda item a letter of support for AB 1955, authored by Assemblymember Christopher M. Ward. The bill (attached), also known as the SAFETY Act, was introduced in January 2024 and would require, among other things, the prohibition of school districts, county offices of education, charter schools, and the state special schools, and a member of the governing board or body of those educational entities, from enacting or enforcing any policy, rule, or administrative regulation that requires an employee or a contractor to disclose any information related to a pupil's sexual orientation, gender identity, or gender expression to any other person without the pupil's consent unless otherwise required by law, as provided.

On July 15, 2024, AB 1955 was signed into law by Governor Gavin Newsom.

City staff has drafted a letter of support (attached) for the City Council's approval.

REVIEW AND ANALYSIS

FISCAL IMPACT

There was no direct fiscal impact to the City created by submitting a position letter on this State legislation.

ATTACHMENTS

- A. AB1955 Letter of Support 2024-07-22
- B. AB 1955 Legislative Counsels Digest



CITY OF PINOLE

2131 Pear Street
Pinole, CA 94564

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July 22, 2024

The Honorable Governor Newsom
California State Governor
1021 O Street, Suite 9000
Sacramento, CA 95814

Re: Support of Assembly Bill 1955

Dear Governor Newsom,

The City of Pinole writes in support of Assembly Bill (AB) 1955, also known as the SAFETY Act, which you signed recently on July 15, 2024. This bill prohibits school districts, county offices of education, charter schools, and the state special schools, and a member of the governing board or body of those educational entities, from enacting or enforcing any policy, rule, or administrative regulation that requires an employee or a contractor to disclose any information related to a pupil's sexual orientation, gender identity, or gender expression to any other person without the pupil's consent unless otherwise required by law, as provided.

According to the Trevor Project's 2024 U.S. National Survey on the Mental Health of LGBTQ+ Young People, "39% of LGBTQ+ young people seriously considered attempting suicide in the past year." The survey also found that "54% of transgender and nonbinary young people found their school to be gender-affirming, and those who did reported lower rates of attempting suicide."

Pinole has a growing school-aged population. Ensuring that proper standards are in place to protect LGBTQ+ students is needed to create safe and supportive school environments for all children regardless of sexual orientation, gender identity or gender expression. This bill and other anti-discrimination laws contribute to stronger, healthier communities.

The SAFETY Act will enforce school policies and practices that will save young people's lives. It will also provide critical resources for parents, guardians, and families of

LGBTQ+ students to navigate conversations around gender and identity on their own terms, and ensures teachers or school staff are not retaliated against for refusing to forcibly out a student. For these reasons, the City of Pinole thanks you for your signature on AB 1955.

Sincerely,

Maureen Toms
Mayor of Pinole

cc: The Honorable Christopher M. Ward (Via email:
assemblymember.ward@assembly.ca.gov)
Your Cal Cities Regional Public Affairs Manager (via email)
League of California Cities (Via email: cityletters@calcities.org)

Assembly Bill No. 1955

CHAPTER 95

An act to add Sections 220.1, 220.3, and 220.5 to, and to add Article 2.6 (commencing with Section 217) to Chapter 2 of Part 1 of Division 1 of Title 1 of, the Education Code, relating to pupil rights.

[Approved by Governor July 15, 2024. Filed with Secretary of State July 15, 2024.]

LEGISLATIVE COUNSEL'S DIGEST

AB 1955, Ward. Support Academic Futures and Educators for Today's Youth Act.

(1) Existing law requires the State Department of Education to develop resources or, as appropriate, update existing resources for in-service training on schoolsite and community resources for the support of lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ) pupils, and strategies to increase support for LGBTQ pupils, as specified.

This bill would require the State Department of Education to develop resources or, as appropriate, update existing resources, for supports and community resources for the support of parents, guardians, and families of LGBTQ pupils and strategies to increase support for LGBTQ pupils, as specified.

(2) Existing law prohibits discrimination on the basis of, among other characteristics, gender, gender identity, gender expression, and sexual orientation in any program or activity conducted by an educational institution that receives, or benefits from, state financial assistance, or enrolls pupils who receive state student financial aid. Existing law requires the State Board of Education to adopt regulations to implement these provisions.

This bill would prohibit school districts, county offices of education, charter schools, and the state special schools, and a member of the governing board or body of those educational entities, from enacting or enforcing any policy, rule, or administrative regulation that requires an employee or a contractor to disclose any information related to a pupil's sexual orientation, gender identity, or gender expression to any other person without the pupil's consent unless otherwise required by law, as provided. The bill would prohibit employees or contractors of those educational entities from being required to make such a disclosure unless otherwise required by law, as provided. The bill would prohibit employees or contractors of school districts, county offices of education, charter schools, or the state special schools, or members of the governing boards or bodies of those educational entities, from retaliating or taking adverse action against an employee on the basis that the employee supported a pupil in the exercise of specified rights, work activities, or providing certain instruction, as provided.

The people of the State of California do enact as follows:

SECTION 1. This act shall be known, and may be cited, as the Support Academic Futures and Educators for Today's Youth Act or SAFETY Act.

SEC. 2. The Legislature finds and declares all of the following:

(a) All pupils deserve to feel safe, supported, and affirmed for who they are at school.

(b) Choosing when to “come out” by disclosing an LGBTQ+ identity, and to whom, are deeply personal decisions, impacting health and safety as well as critical relationships, that every LGBTQ+ person has the right to make for themselves.

(c) Parents and families across California understand that coming out as LGBTQ+ is an extremely personal decision and want to support their children in coming out to them on their own terms.

(d) Parents and families have an important role to play in the lives of young people. Studies confirm that LGBTQ+ youth thrive when they have parental support and feel safe sharing their full identities with them, but it can be harmful to force young people to share their full identities before they are ready.

(e) Policies that forcibly “out” pupils without their consent remove opportunities for LGBTQ+ young people and their families to build trust and have these conversations when they are ready.

(f) LGBTQ+ pupils have the right to express themselves freely at school without fear, punishment, or retaliation, including that teachers or administrators might “out” them without their permission. Policies that require outing pupils without their consent violate pupils’ rights to privacy and self-determination.

(g) Pupils have a constitutional right to privacy when it comes to sensitive information about them, and courts have affirmed that young people have a right to keep personal information private.

(h) Laws and policies that target or invite targeting of pupils on the basis of gender or sexual orientation are prohibited under state and federal law.

(i) Attacks on the rights, safety, and dignity of transgender, gender-expansive, and other LGBTQ+ youth continue to grow across the country, including here in California. These efforts are having a measurable impact on the health and well-being of LGBTQ+ pupils, and have led to a rise in bullying, harassment, and discrimination.

(j) School policies that support LGBTQ+ pupils and their parents and families in working towards family acceptance on their own terms, without interference from teachers and school staff, build safety and trust within school communities.

(k) (1) Teachers and school staff can provide crucial support to LGBTQ+ young people and can play an important role in encouraging them to seek out appropriate resources and support.

(2) Affirming school environments significantly reduce the odds of transgender youth attempting suicide, according to The Trevor Project Research Brief: LGBTQ & Gender-Affirming Spaces (2020).

(3) LGBTQ+ students with supportive staff at their school experienced a number of positive outcomes, including being less likely to feel unsafe at school because of their gender expression or sexual orientation, or both, and reporting lower levels of depression, according to Joseph G. Kosciw, Ph.D., et al., *The 2019 National School Climate Survey: The Experiences of Lesbian, Gay, Bisexual, Transgender, and Queer Youth in Our Nation's Schools* (2019).

(4) Transgender and gender-nonconforming youth with supportive educators had better education outcomes, according to Michelle Marie Johns et al., *Protective Factors Among Transgender and Gender Variant Youth: A Systematic Review by Socioecological Level* (2018).

(l) School personnel have faced increasing harassment and adverse employment actions because of their lawful efforts to protect pupil privacy, to protect pupils from discrimination, to provide instruction consistent with state standards, and to create a safe and supportive learning environment for all pupils, including LGBTQ+ pupils.

(m) This harassment and adverse treatment of school personnel prevents all pupils from accessing safe and supportive learning environments.

(n) No school employee should suffer an adverse employment action because the employee supported a pupil or pupils in exercising their legal rights to privacy, nondiscrimination, state-aligned instructional materials, and equal educational opportunity.

SEC. 3. Article 2.6 (commencing with Section 217) is added to Chapter 2 of Part 1 of Division 1 of Title 1 of the Education Code, to read:

Article 2.6. Supports and Resources for Parents, Guardians, and Families of Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning Pupils

217. (a) (1) The department shall develop resources, or, as appropriate, update existing resources, for supports and community resources for the support of parents, guardians, and families of lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ) pupils and strategies to increase support for LGBTQ pupils and thereby improve overall school and community climate. The resources shall be designed for use in schools operated by a school district or county office of education and charter schools serving pupils in grades 7 to 12, inclusive.

(2) The department shall develop the supports and community resources for parents, guardians, and families of LGBTQ pupils in collaboration with parents, guardians, and families of, including, but not limited to, LGBTQ pupils.

(b) The department shall periodically update the supports and community resources for the support of parents, guardians, and families of LGBTQ pupils to reflect changes in law.

(c) (1) As used in this section, school-based supports and community resources for the support of parents, guardians, and families of LGBTQ pupils include, but are not limited to, all of the following:

(A) Parents, guardians, and families of LGBTQ pupils support groups or affinity clubs and organizations.

(B) Safe spaces for parents, guardians, and families of LGBTQ pupils.

(C) Antibullying and harassment policies and related complaint procedures for parents, guardians, and families to access.

(D) Counseling services.

(E) School staff who have received antibias or other training aimed at supporting LGBTQ youth and their parents, guardians, and families.

(F) Suicide prevention policies and related procedures for parents, guardians, and families to access.

(2) As used in this section, community resources for the support of parents, guardians, and families of LGBTQ pupils include, but are not limited to, both of the following:

(A) Local community-based organizations that provide support to parents, guardians, and families of LGBTQ youth.

(B) Local physical and mental health providers with experience in treating and supporting parents, families, and guardians of LGBTQ youth.

SEC. 4. Section 220.1 is added to the Education Code, to read:

220.1. An employee or a contractor of a school district, county office of education, charter school, or state special school for the blind or the deaf, or a member of the governing board of a school district or county office of education or a member of the governing body of a charter school, shall not in any manner retaliate or take adverse action against any employee, including by placing the employee on administrative leave, on the basis that the employee (a) supported a pupil in the exercise of rights set forth in Article 1 (commencing with Section 200) of, Article 2.7 (commencing with Section 218) of, Article 3 (commencing with Section 220) of, or Article 4 (commencing with Section 221.5) of, this chapter, (b) performed the employee's work activities in a manner consistent with the recommendations or employer obligations set forth in this chapter, or (c) provided instruction to pupils consistent with the current content standards, curriculum frameworks, and instructional materials adopted by the state board, and any other requirements of this code, including, but not limited to, Section 51204.5 and the California Healthy Youth Act (Chapter 5.6 (commencing with Section 51930) of Part 28 of Division 4 of Title 2).

SEC. 5. Section 220.3 is added to the Education Code, to read:

220.3. (a) An employee or a contractor of a school district, county office of education, charter school, or state special school for the blind or the deaf shall not be required to disclose any information related to a pupil's sexual orientation, gender identity, or gender expression to any other person without the pupil's consent unless otherwise required by state or federal law.

(b) Subdivision (a) does not constitute a change in, but is declaratory of, existing law.

SEC. 6. Section 220.5 is added to the Education Code, to read:

220.5. (a) A school district, county office of education, charter school, state special school for the blind or the deaf, or a member of the governing board of a school district or county office of education or a member of the

governing body of a charter school, shall not enact or enforce any policy, rule, or administrative regulation that would require an employee or a contractor to disclose any information related to a pupil's sexual orientation, gender identity, or gender expression to any other person without the pupil's consent, unless otherwise required by state or federal law.

(b) Subdivision (a) does not constitute a change in, but is declaratory of, existing law.

(c) Any policy, regulation, guidance, directive, or other action of a school district, county office of education, charter school, or state special school for the blind or the deaf, or a member of the governing board of a school district or county office of education or a member of the governing body of a charter school, that is inconsistent with subdivision (a) is invalid and shall not have any force or effect.

O



CITY COUNCIL REPORT

9.D.

DATE: SEPTEMBER 3, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: FIONA EPPS, ASSISTANT TO THE CITY MANAGER
SUBJECT: LETTER OF SUPPORT FOR ASSEMBLY BILL (AB) 2583 REGARDING THE ESTABLISHMENT OF SCHOOL ROUTE SPEED LIMITS

RECOMMENDATION

Staff recommends that the City Council consider approving a letter of support to acknowledge the City's position on California Assembly Bill (AB) 2583.

BACKGROUND

At its meeting of July 2, 2024, the City Council approved as a future agenda item a letter of support for AB 2583, authored by Assemblymember Marc Berman. The bill (attached) was introduced in February 2024 and would require, among other things, upon any substantive revision of the circulation element on or after January 1, 2025, the legislative body of a city or county, to identify and establish school routes for all schools located within the scope of the general plan and establish a posted speed limit of no more than 25 miles per hour within a school route, as specified. The bill would define a "school route" to mean all roadways and sidewalks within 1,000 feet in all directions of the boundary line of a school grounds. By placing new duties on county and city officials with respect to their land use planning, the bill would impose a state-mandated local program.

City staff has drafted a letter of support (attached) for the City Council's approval.

REVIEW AND ANALYSIS

FISCAL IMPACT

There was no direct fiscal impact to the City created by submitting a position letter on this State legislation.

ATTACHMENTS

- A. AB2583 Letter of Support
- B. AB 2583 Legislative Counsels Digest



CITY OF PINOLE

2131 Pear Street
Pinole, CA 94564

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August 19, 2024

The Honorable Nancy Skinner
Member, California State Senate
Chair, Senate Budget and Fiscal Review Committee
1021 O Street, Suite 8630
Sacramento, CA 95814

Re: Letter of Support for Assembly Bill (AB2583)

Dear Senator Skinner,

The City of Pinole is pleased to support AB 2583, which would increase safety in school zones by reducing the speed limit to 20mph within 500ft of a school, establish clearer timeframes when the lower speed limits are in effect, and allow local jurisdictions flexibility in planning to meet the needs of a local school community.

Unfortunately, California's current school zone laws fail to keep kids walking and biking to school safe. Many other states have already enacted more rigorous safety policies. According to the UC Berkeley Transportation Injury Mapping System, in 2022 there were 71,406 crashes within 1/2 mile of schools in California between 7am and 6pm. 377 people were killed, and 58,770 were injured.

The risk of severe injury and death increases as the impact speed of the vehicle increases. Research shows that reducing speed limits in school zones can bring significant safety benefits by reducing vehicular speeds and fatal and injury crashes, which is why this bill is so important.

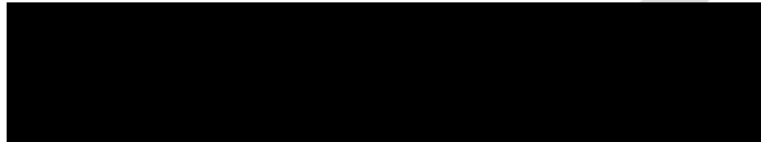
The City of Pinole contains 7 schools for children in high school and younger, 5 of which are located on or near a main thoroughfare. Many Pinole children live within walking distance of their school, but many parents still choose to drive their children to school for safety reasons. In 2022, a pedestrian was fatally struck by a vehicle just 1 block from St. Joseph Elementary school on Tennent Avenue. If this AB 2583 were to be passed, it would make it safer for children to walk to school by requiring drivers to slow down during designated timeframes along their school routes.

AB 2583 will contribute to long-term safety solutions that would be built into city and county planning. Having statewide standards for driving in school zones will provide consistency with clear parameters for drivers to follow. Walking to school also encourages healthy habits for students and it reduces pollution in the school and nearby neighborhood.

The City of Pinole believes that we must act now to create safer school zones to prevent further injury or even death for walking students. We know that our residents value pedestrian safety and the safety of our children.

For these reasons, the City of Pinole supports AB 2583.

Sincerely,

A large black rectangular redaction box covering the signature of Maureen Toms.

Maureen Toms
Mayor of Pinole

cc: The Honorable Marc Berman (Via email:
assemblymember.berman@assembly.ca.gov)
Your Cal Cities Regional Public Affairs Manager (via email)
League of California Cities (Via email: cityletters@calcities.org)

AMENDED IN SENATE JUNE 27, 2024

AMENDED IN SENATE JUNE 17, 2024

AMENDED IN SENATE JUNE 6, 2024

AMENDED IN ASSEMBLY MAY 16, 2024

AMENDED IN ASSEMBLY APRIL 8, 2024

AMENDED IN ASSEMBLY MARCH 12, 2024

CALIFORNIA LEGISLATURE—2023–24 REGULAR SESSION

ASSEMBLY BILL

No. 2583

**Introduced by Assembly Member Berman
(Coauthor: Assembly Member Wallis)**

February 14, 2024

An act to ~~amend Section 65302 of the Government Code, and to amend Sections 22358.4 and 40802 of, to amend, repeal, and add Section 22352 of, and to add and repeal Section 22352.5 of, the Vehicle Code, relating to traffic safety.~~

LEGISLATIVE COUNSEL'S DIGEST

AB 2583, as amended, Berman. ~~School zones and walk zones: zones: speed limits.~~

~~Existing law, the Planning and Zoning Law, requires the legislative body of a city or county to adopt a comprehensive general plan that includes various elements, including a circulation element to plan for transportation routes.~~

~~This bill would require, upon any substantive revision of the circulation element on or after January 1, 2025, the legislative body of a city or county, to identify and establish school walk zones for all~~

~~schools located within the scope of the general plan. The bill would define a “school walk zone” to mean all roadways and sidewalks within 1,000 feet in all directions of the boundary line of a school grounds. By placing new duties on county and city officials with respect to their land use planning, the bill would impose a state-mandated local program.~~

Existing law establishes a prima facie speed limit of 25 miles per hour when approaching or passing a school building or grounds contiguous to a highway or when the school grounds are not separated from the highway, as specified. Existing law authorizes a local authority, by ordinance or resolution, to reduce the prima facie speed limit based on an engineering and traffic survey, as specified.

This bill would, until January 1, 2028, instead establish a prima facie speed limit of 25 miles per hour in a school zone, as defined, subject to specified conditions, including, among others, when a school speed limit sign states “when children are present” and children are present, as defined, and when a school speed limit sign states specific hours, as specified. The bill would, notwithstanding the above provision and until January 1, 2028, authorize a local authority, by ordinance or resolution, to determine and declare a prima facie speed limit of 20 miles per hour in a school zone. The bill would, beginning on January 1, 2028, establish a prima facie speed limit of 20 miles per hour in a school zone, subject to conditions similar to those described above. By establishing new prima facie speed limits in school zones that would require changes to local speed limit signs, this bill would impose a state-mandated local program.

Existing law authorizes a local authority, by ordinance or resolution, to modify the prima facie speed limit based on distance from a school if the highways have a maximum of 2 traffic lanes and a maximum posted prima facie speed limit of 30 miles per hour immediately before and after the school zone, as specified.

The bill would instead authorize a local authority, by ordinance or resolution, to determine and declare a prima facie speed limit of 15 miles per hour in a residence district on a highway with a posted speed limit of 30 miles per hour or slower in a school zone, or 25 miles per hour when approaching from a school zone at a distance of 500 to 1,000 feet, without the above-mentioned conditions, as specified.

The bill would, for purposes of the above provisions, define “school zone” as an area of a highway within 500 feet of school grounds in any direction, unless otherwise posted, marked with appropriate signs giving notice of the area.

Existing law defines a “speed trap,” under certain circumstances, to mean, among other things, a particular section of a highway or state highway with a prima facie speed limit that is provided by law, as specified, if that prima facie speed limit is not justified by an engineering and traffic survey conducted within a certain specified time period, and enforcement of the speed limit involves the use of radar or another specified electronic device. Existing law exempts application of that definition to a local street, road, or school zone, senior zone, business activity district, or speed limit adopted by a local authority under certain conditions.

This bill would change the definition of school zone for purposes of these provisions to conform with the definition of school zone described above.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: yes.

The people of the State of California do enact as follows:

1 ~~SECTION 1. Section 65302 of the Government Code is~~
2 ~~amended to read:~~
3 ~~65302. The general plan shall consist of a statement of~~
4 ~~development policies and shall include a diagram or diagrams and~~
5 ~~text setting forth objectives, principles, standards, and plan~~
6 ~~proposals. The plan shall include the following elements:~~
7 ~~(a) A land use element that designates the proposed general~~
8 ~~distribution and general location and extent of the uses of the land~~
9 ~~for housing, business, industry, open space, including agriculture,~~
10 ~~natural resources, recreation, and enjoyment of scenic beauty,~~
11 ~~education, public buildings and grounds, solid and liquid waste~~
12 ~~disposal facilities, greenways, as defined in Section 816.52 of the~~
13 ~~Civil Code, and other categories of public and private uses of land.~~
14 ~~The location and designation of the extent of the uses of the land~~
15 ~~for public and private uses shall consider the identification of land~~

1 and natural resources pursuant to paragraph (3) of subdivision (d).
2 The land use element shall include a statement of the standards of
3 population density and building intensity recommended for the
4 various districts and other territory covered by the plan. The land
5 use element shall identify and annually review those areas covered
6 by the plan that are subject to flooding identified by flood plain
7 mapping prepared by the Federal Emergency Management Agency
8 (FEMA) or the Department of Water Resources. The land use
9 element shall also do both of the following:

10 (1) Designate in a land use category that provides for timber
11 production those parcels of real property zoned for timberland
12 production pursuant to the California Timberland Productivity Act
13 of 1982 (Chapter 6.7 (commencing with Section 51100) of Part 1
14 of Division 1 of Title 5):

15 (2) Consider the impact of new growth on military readiness
16 activities carried out on military bases, installations, and operating
17 and training areas, when proposing zoning ordinances or
18 designating land uses covered by the general plan for land, or other
19 territory adjacent to military facilities, or underlying designated
20 military aviation routes and airspace:

21 (A) In determining the impact of new growth on military
22 readiness activities, information provided by military facilities
23 shall be considered. Cities and counties shall address military
24 impacts based on information from the military and other sources:

25 (B) The following definitions govern this paragraph:

26 (i) "Military readiness activities" mean all of the following:

27 (I) Training, support, and operations that prepare the members
28 of the military for combat.

29 (II) Operation, maintenance, and security of any military
30 installation.

31 (III) Testing of military equipment, vehicles, weapons, and
32 sensors for proper operation or suitability for combat use:

33 (ii) "Military installation" means a base, camp, post, station,
34 yard, center, homeport facility for any ship, or other activity under
35 the jurisdiction of the United States Department of Defense as
36 defined in paragraph (1) of subsection (e) of Section 2687 of Title
37 10 of the United States Code.

38 (b) (1) A circulation element consisting of the general location
39 and extent of existing and proposed major thoroughfares,
40 transportation routes, terminals, any military airports and ports,

1 and other local public utilities and facilities, all correlated with the
2 land use element of the plan.

3 (2) (A) Commencing January 1, 2011, upon any substantive
4 revision of the circulation element, the legislative body shall
5 modify the circulation element to plan for a balanced, multimodal
6 transportation network that meets the needs of all users of streets,
7 roads, and highways for safe and convenient travel in a manner
8 that is suitable to the rural, suburban, or urban context of the
9 general plan.

10 (B) Upon any substantive revision of the circulation element
11 on or after January 1, 2025, the legislative body shall do all of the
12 following:

13 (i) Incorporate the principles of the Federal Highway
14 Administration's Safe System Approach, in the circulation element
15 by including policies that aim to eliminate fatal and serious injuries
16 for all road users through a holistic view of the roadway system,
17 including provisions that account for human error, recognize
18 vulnerable road users, and promote redundant and proactive safety
19 measures.

20 (ii) Develop bicycle plans, pedestrian plans, and traffic calming
21 plans based on the policies and goals in the circulation element
22 that shall address all of the following for any urbanized area within
23 the scope of the general plan:

24 (I) Identify safety corridors and any land or facility that
25 generates high concentrations of bicyclists or pedestrians.

26 (II) Identify and establish school walk zones for all schools
27 located within the scope of the general plan.

28 (III) Use evidence-based strategies, including strategies
29 identified in the United States Department of Transportation's
30 Strategic Highway Safety Plan to develop safety measures specific
31 to those areas that are intended to eliminate traffic fatalities, with
32 an emphasis on fatalities of bicyclists, pedestrians, and users of
33 any other form of micromobility device in the areas identified in
34 subclauses (I) and (II).

35 (IV) Set goals for initiation and completion of all actions
36 identified in the plans within 25 years of the date of adoption of
37 the modified circulation element based upon projected development
38 activities within urbanized areas within the scope of the general
39 plan and projected availability of revenues.

1 ~~(C) A county or city shall begin implementation of the modified~~
2 ~~circulation element plan specified in subparagraph (B) within two~~
3 ~~years of the date of adoption of the plan.~~

4 ~~(i) A county or city shall regularly review the progress towards~~
5 ~~and identify impediments to completing implementation of the~~
6 ~~plan for a multimodal transportation network, including all bicycle~~
7 ~~plans, pedestrian plans, and traffic calming plans iterated in the~~
8 ~~modified circulation element, and the construction of any related~~
9 ~~infrastructure.~~

10 ~~(ii) A county or city shall consider revising the circulation~~
11 ~~element if, following the review under clause (i), the county or~~
12 ~~city determines it will not reach the goals of the bicycle, pedestrian,~~
13 ~~or traffic calming plans within 25 years of the date of adoption of~~
14 ~~the modified circulation element.~~

15 ~~(D) For the purposes of this paragraph, the following definitions~~
16 ~~shall apply:~~

17 ~~(i) “Business activity district” has the same meaning as defined~~
18 ~~in Section 22358.9 of the Vehicle Code.~~

19 ~~(ii) “Land facilities that generate high concentrations of~~
20 ~~bicyclists or pedestrians” has the same meaning as described in~~
21 ~~Section 22358.7 of the Vehicle Code.~~

22 ~~(iii) “Micromobility device” means a bicycle, electric bicycle,~~
23 ~~or motorized scooter as those terms are defined and described in~~
24 ~~Division 1 (commencing with Section 100) of the Vehicle Code.~~

25 ~~(iv) “Safety corridor” has the same meaning as defined in~~
26 ~~Section 22358.7 of the Vehicle Code.~~

27 ~~(v) “Urbanized area” has the same meaning as defined in Section~~
28 ~~21071 of the Public Resources Code.~~

29 ~~(E) For purposes of this paragraph, “users of streets, roads, and~~
30 ~~highways” mean bicyclists, children, persons with disabilities,~~
31 ~~motorists, movers of commercial goods, pedestrians, users of public~~
32 ~~transportation, and seniors.~~

33 ~~(3) For purposes of this subdivision, “school walk zone” means~~
34 ~~all roadways and sidewalks within 1,000 feet in all directions of~~
35 ~~the boundary line of school grounds.~~

36 ~~(c) A housing element as provided in Article 10.6 (commencing~~
37 ~~with Section 65580).~~

38 ~~(d) (1) A conservation element for the conservation,~~
39 ~~development, and utilization of natural resources, including water~~
40 ~~and its hydraulic force, forests, soils, rivers and other waters,~~

1 harbors, fisheries, wildlife, minerals, and other natural resources.
2 The conservation element shall consider the effect of development
3 within the jurisdiction, as described in the land use element, on
4 natural resources located on public lands, including military
5 installations. That portion of the conservation element including
6 waters shall be developed in coordination with any countywide
7 water agency and with all district and city agencies, including
8 flood management, water conservation, or groundwater agencies
9 that have developed, served, controlled, managed, or conserved
10 water of any type for any purpose in the county or city for which
11 the plan is prepared. Coordination shall include the discussion and
12 evaluation of any water supply and demand information described
13 in Section 65352.5, if that information has been submitted by the
14 water agency to the city or county.

15 (2) The conservation element may also cover all of the
16 following:

17 (A) The reclamation of land and waters.

18 (B) Prevention and control of the pollution of streams and other
19 waters.

20 (C) Regulation of the use of land in stream channels and other
21 areas required for the accomplishment of the conservation plan.

22 (D) Prevention, control, and correction of the erosion of soils,
23 beaches, and shores.

24 (E) Protection of watersheds.

25 (F) The location, quantity, and quality of the rock, sand, and
26 gravel resources.

27 (3) Upon the next revision of the housing element on or after
28 January 1, 2009, the conservation element shall identify rivers,
29 creeks, streams, flood corridors, riparian habitats, and land that
30 may accommodate floodwater for purposes of groundwater
31 recharge and stormwater management.

32 (e) An open-space element as provided in Article 10.5
33 (commencing with Section 65560).

34 (f) (1) A noise element that shall identify and appraise noise
35 problems in the community. The noise element shall analyze and
36 quantify, to the extent practicable, as determined by the legislative
37 body, current and projected noise levels for all of the following
38 sources:

39 (A) Highways and freeways.

40 (B) Primary arterials and major local streets.

1 ~~(C) Passenger and freight online railroad operations and ground~~
2 ~~rapid transit systems.~~

3 ~~(D) Commercial, general aviation, heliport, helistop, and military~~
4 ~~airport operations, aircraft overflights, jet engine test stands, and~~
5 ~~all other ground facilities and maintenance functions related to~~
6 ~~airport operation.~~

7 ~~(E) Local industrial plants, including, but not limited to, railroad~~
8 ~~classification yards.~~

9 ~~(F) Other ground stationary noise sources, including, but not~~
10 ~~limited to, military installations, identified by local agencies as~~
11 ~~contributing to the community noise environment.~~

12 ~~(2) Noise contours shall be shown for all of these sources and~~
13 ~~stated in terms of community noise equivalent level (CNEL) or~~
14 ~~day-night average sound level (L_{dn}). The noise contours shall be~~
15 ~~prepared on the basis of noise monitoring or following generally~~
16 ~~accepted noise modeling techniques for the various sources~~
17 ~~identified in subparagraphs (A) to (F), inclusive, of paragraph (1).~~

18 ~~(3) The noise contours shall be used as a guide for establishing~~
19 ~~a pattern of land uses in the land use element that minimizes the~~
20 ~~exposure of community residents to excessive noise.~~

21 ~~(4) The noise element shall include implementation measures~~
22 ~~and possible solutions that address existing and foreseeable noise~~
23 ~~problems, if any. The adopted noise element shall serve as a~~
24 ~~guideline for compliance with the state's noise insulation standards.~~

25 ~~(g) (1) A safety element for the protection of the community~~
26 ~~from any unreasonable risks associated with the effects of~~
27 ~~seismically induced surface rupture, ground shaking, ground~~
28 ~~failure, tsunami, seiche, and dam failure; slope instability leading~~
29 ~~to mudslides and landslides; subsidence; liquefaction; and other~~
30 ~~seismic hazards identified pursuant to Chapter 7.8 (commencing~~
31 ~~with Section 2690) of Division 2 of the Public Resources Code;~~
32 ~~and other geologic hazards known to the legislative body; flooding;~~
33 ~~and wildland and urban fires. The safety element shall include~~
34 ~~mapping of known seismic and other geologic hazards. It shall~~
35 ~~also address evacuation routes, military installations, peakload~~
36 ~~water supply requirements, and minimum road widths and~~
37 ~~clearances around structures, as those items relate to identified fire~~
38 ~~and geologic hazards.~~

39 ~~(2) The safety element, upon the next revision of the housing~~
40 ~~element on or after January 1, 2009, shall also do the following:~~

~~(A) Identify information regarding flood hazards, including, but not limited to, the following:~~

~~(i) Flood hazard zones. As used in this subdivision, "flood hazard zone" means an area subject to flooding that is delineated as either a special hazard area or an area of moderate or minimal hazard on an official flood insurance rate map issued by FEMA. The identification of a flood hazard zone does not imply that areas outside the flood hazard zones or uses permitted within flood hazard zones will be free from flooding or flood damage.~~

~~(ii) National Flood Insurance Program maps published by FEMA.~~

~~(iii) Information about flood hazards that is available from the United States Army Corps of Engineers.~~

~~(iv) Designated floodway maps that are available from the Central Valley Flood Protection Board.~~

~~(v) Dam failure inundation maps prepared pursuant to Section 6161 of the Water Code that are available from the Department of Water Resources.~~

~~(vi) Awareness Floodplain Mapping Program maps and 200-year flood plain maps that are or may be available from, or accepted by, the Department of Water Resources.~~

~~(vii) Maps of levee protection zones.~~

~~(viii) Areas subject to inundation in the event of the failure of project or nonproject levees or floodwalls.~~

~~(ix) Historical data on flooding, including locally prepared maps of areas that are subject to flooding, areas that are vulnerable to flooding after wildfires, and sites that have been repeatedly damaged by flooding.~~

~~(x) Existing and planned development in flood hazard zones, including structures, roads, utilities, and essential public facilities.~~

~~(xi) Local, state, and federal agencies with responsibility for flood protection, including special districts and local offices of emergency services.~~

~~(B) Establish a set of comprehensive goals, policies, and objectives based on the information identified pursuant to subparagraph (A), for the protection of the community from the unreasonable risks of flooding, including, but not limited to:~~

~~(i) Avoiding or minimizing the risks of flooding to new development.~~

~~(ii) Evaluating whether new development should be located in flood hazard zones, and identifying construction methods or other methods to minimize damage if new development is located in flood hazard zones.~~

~~(iii) Maintaining the structural and operational integrity of essential public facilities during flooding.~~

~~(iv) Locating, when feasible, new essential public facilities outside of flood hazard zones, including hospitals and health care facilities, emergency shelters, fire stations, emergency command centers, and emergency communications facilities or identifying construction methods or other methods to minimize damage if these facilities are located in flood hazard zones.~~

~~(v) Establishing cooperative working relationships among public agencies with responsibility for flood protection.~~

~~(C) Establish a set of feasible implementation measures designed to carry out the goals, policies, and objectives established pursuant to subparagraph (B).~~

~~(3) Upon the next revision of the housing element on or after January 1, 2014, the safety element shall be reviewed and updated as necessary to address the risk of fire for land classified as state responsibility areas, as defined in Section 4102 of the Public Resources Code, and land classified as very high fire hazard severity zones, as defined in Section 51177. This review shall consider the advice included in the Office of Planning and Research's most recent publication of "Fire Hazard Planning, General Plan Technical Advice Series" and shall also include all of the following:~~

~~(A) Information regarding fire hazards, including, but not limited to, all of the following:~~

~~(i) Fire hazard severity zone maps available from the Office of the State Fire Marshal.~~

~~(ii) Any historical data on wildfires available from local agencies or a reference to where the data can be found.~~

~~(iii) Information about wildfire hazard areas that may be available from the United States Geological Survey.~~

~~(iv) General location and distribution of existing and planned uses of land in very high fire hazard severity zones and in state responsibility areas, including structures, roads, utilities, and essential public facilities. The location and distribution of planned uses of land shall not require defensible space compliance measures~~

1 required by state law or local ordinance to occur on publicly owned
2 lands or open-space designations of homeowner associations.

3 (v) Local, state, and federal agencies with responsibility for fire
4 protection, including special districts and local offices of
5 emergency services.

6 (B) A set of goals, policies, and objectives based on the
7 information identified pursuant to subparagraph (A) for the
8 protection of the community from the unreasonable risk of wildfire.

9 (C) A set of feasible implementation measures designed to carry
10 out the goals, policies, and objectives based on the information
11 identified pursuant to subparagraph (B), including, but not limited
12 to, all of the following:

13 (i) Avoiding or minimizing the wildfire hazards associated with
14 new uses of land.

15 (ii) Locating, when feasible, new essential public facilities
16 outside of high fire risk areas, including, but not limited to,
17 hospitals and health care facilities, emergency shelters, emergency
18 command centers, and emergency communications facilities, or
19 identifying construction methods or other methods to minimize
20 damage if these facilities are located in a state responsibility area
21 or very high fire hazard severity zone.

22 (iii) Designing adequate infrastructure if a new development is
23 located in a state responsibility area or in a very high fire hazard
24 severity zone, including safe access for emergency response
25 vehicles, visible street signs, and water supplies for structural fire
26 suppression.

27 (iv) Working cooperatively with public agencies with
28 responsibility for fire protection.

29 (D) If a city or county has adopted a fire safety plan or document
30 separate from the general plan, an attachment of, or reference to,
31 a city or county's adopted fire safety plan or document that fulfills
32 commensurate goals and objectives and contains information
33 required pursuant to this paragraph.

34 (4) Upon the next revision of a local hazard mitigation plan,
35 adopted in accordance with the federal Disaster Mitigation Act of
36 2000 (Public Law 106-390), on or after January 1, 2017, or, if a
37 local jurisdiction has not adopted a local hazard mitigation plan,
38 beginning on or before January 1, 2022, the safety element shall
39 be reviewed and updated as necessary to address climate adaptation
40 and resiliency strategies applicable to the city or county. This

1 review shall consider advice provided in the Office of Planning
2 and Research's General Plan Guidelines and shall include all of
3 the following:

4 (A) (i) A vulnerability assessment that identifies the risks that
5 climate change poses to the local jurisdiction and the geographic
6 areas at risk from climate change impacts, including, but not limited
7 to, an assessment of how climate change may affect the risks
8 addressed pursuant to paragraphs (2) and (3).

9 (ii) Information that may be available from federal, state,
10 regional, and local agencies that will assist in developing the
11 vulnerability assessment and the adaptation policies and strategies
12 required pursuant to subparagraph (B), including, but not limited
13 to, all of the following:

14 (I) Information from the internet-based Cal-Adapt tool.
15 (II) Information from the most recent version of the California
16 Adaptation Planning Guide.
17 (III) Information from local agencies on the types of assets,
18 resources, and populations that will be sensitive to various climate
19 change exposures.
20 (IV) Information from local agencies on their current ability to
21 deal with the impacts of climate change.
22 (V) Historical data on natural events and hazards, including
23 locally prepared maps of areas subject to previous risk, areas that
24 are vulnerable, and sites that have been repeatedly damaged.
25 (VI) Existing and planned development in identified at-risk
26 areas, including structures, roads, utilities, and essential public
27 facilities.
28 (VII) Federal, state, regional, and local agencies with
29 responsibility for the protection of public health and safety and
30 the environment, including special districts and local offices of
31 emergency services.

32 (B) A set of adaptation and resilience goals, policies, and
33 objectives based on the information specified in subparagraph (A)
34 for the protection of the community.

35 (C) A set of feasible implementation measures designed to carry
36 out the goals, policies, and objectives identified pursuant to
37 subparagraph (B), including, but not limited to, all of the following:

38 (i) Feasible methods to avoid or minimize climate change
39 impacts associated with new uses of land.

1 (ii) ~~The location, when feasible, of new essential public facilities~~
2 ~~outside of at-risk areas, including, but not limited to, hospitals and~~
3 ~~health care facilities, emergency shelters, emergency command~~
4 ~~centers, and emergency communications facilities, or identifying~~
5 ~~construction methods or other methods to minimize damage if~~
6 ~~these facilities are located in at-risk areas.~~

7 (iii) ~~The designation of adequate and feasible infrastructure~~
8 ~~located in an at-risk area.~~

9 (iv) ~~Guidelines for working cooperatively with relevant local,~~
10 ~~regional, state, and federal agencies.~~

11 (v) ~~The identification of natural infrastructure that may be used~~
12 ~~in adaptation projects, where feasible. Where feasible, the plan~~
13 ~~shall use existing natural features and ecosystem processes, or the~~
14 ~~restoration of natural features and ecosystem processes, when~~
15 ~~developing alternatives for consideration. For purposes of this~~
16 ~~clause, “natural infrastructure” means using natural ecological~~
17 ~~systems or processes to reduce vulnerability to climate change~~
18 ~~related hazards, or other related climate change effects, while~~
19 ~~increasing the long-term adaptive capacity of coastal and inland~~
20 ~~areas by perpetuating or restoring ecosystem services. This~~
21 ~~includes, but is not limited to, the conservation, preservation, or~~
22 ~~sustainable management of any form of aquatic or terrestrial~~
23 ~~vegetated open space, such as beaches, dunes, tidal marshes, reefs,~~
24 ~~seagrass, parks, rain gardens, and urban tree canopies. It also~~
25 ~~includes systems and practices that use or mimic natural processes,~~
26 ~~such as permeable pavements, bioswales, and other engineered~~
27 ~~systems, such as levees that are combined with restored natural~~
28 ~~systems, to provide clean water, conserve ecosystem values and~~
29 ~~functions, and provide a wide array of benefits to people and~~
30 ~~wildlife.~~

31 (D) (i) ~~If a city or county has adopted the local hazard~~
32 ~~mitigation plan, or other climate adaptation plan or document that~~
33 ~~fulfills commensurate goals and objectives and contains the~~
34 ~~information required pursuant to this paragraph, separate from the~~
35 ~~general plan, an attachment of, or reference to, the local hazard~~
36 ~~mitigation plan or other climate adaptation plan or document.~~

37 (ii) ~~Cities or counties that have an adopted hazard mitigation~~
38 ~~plan, or other climate adaptation plan or document that substantially~~
39 ~~complies with this section, or have substantially equivalent~~
40 ~~provisions to this subdivision in their general plans, may use that~~

1 information in the safety element to comply with this subdivision;
2 and shall summarize and incorporate by reference into the safety
3 element the other general plan provisions, climate adaptation plan
4 or document, specifically showing how each requirement of this
5 subdivision has been met.

6 ~~(5) Upon the next revision of the housing element on or after~~
7 ~~January 1, 2020, the safety element shall be reviewed and updated~~
8 ~~as necessary to identify residential developments in any hazard~~
9 ~~area identified in the safety element that do not have at least two~~
10 ~~emergency evacuation routes.~~

11 ~~(6) After the initial revision of the safety element pursuant to~~
12 ~~paragraphs (2), (3), (4), and (5), the planning agency shall review~~
13 ~~and, if necessary, revise the safety element upon each revision of~~
14 ~~the housing element or local hazard mitigation plan, but not less~~
15 ~~than once every eight years, to identify new information relating~~
16 ~~to flood and fire hazards and climate adaptation and resiliency~~
17 ~~strategies applicable to the city or county that was not available~~
18 ~~during the previous revision of the safety element.~~

19 ~~(7) Cities and counties that have flood plain management~~
20 ~~ordinances that have been approved by FEMA that substantially~~
21 ~~comply with this section, or have substantially equivalent~~
22 ~~provisions to this subdivision in their general plans, may use that~~
23 ~~information in the safety element to comply with this subdivision,~~
24 ~~and shall summarize and incorporate by reference into the safety~~
25 ~~element the other general plan provisions or the flood plain~~
26 ~~ordinance, specifically showing how each requirement of this~~
27 ~~subdivision has been met.~~

28 ~~(8) Before the periodic review of its general plan and before~~
29 ~~preparing or revising its safety element, each city and county shall~~
30 ~~consult the California Geological Survey of the Department of~~
31 ~~Conservation, the Central Valley Flood Protection Board, if the~~
32 ~~city or county is located within the boundaries of the Sacramento~~
33 ~~and San Joaquin Drainage District, as set forth in Section 8501 of~~
34 ~~the Water Code, and the Office of Emergency Services for the~~
35 ~~purpose of including information known by and available to the~~
36 ~~department, the agency, and the board required by this subdivision.~~

37 ~~(9) To the extent that a county's safety element is sufficiently~~
38 ~~detailed and contains appropriate policies and programs for~~
39 ~~adoption by a city, a city may adopt that portion of the county's~~

1 safety element that pertains to the city's planning area in
2 satisfaction of the requirement imposed by this subdivision.

3 ~~(h) (1) An environmental justice element, or related goals,~~
4 ~~policies, and objectives integrated in other elements, that identifies~~
5 ~~disadvantaged communities within the area covered by the general~~
6 ~~plan of the city, county, or city and county, if the city, county, or~~
7 ~~city and county has a disadvantaged community. The~~
8 ~~environmental justice element, or related environmental justice~~
9 ~~goals, policies, and objectives integrated in other elements, shall~~
10 ~~do all of the following:~~

11 ~~(A) Identify objectives and policies to reduce the unique or~~
12 ~~compounded health risks in disadvantaged communities by means~~
13 ~~that include, but are not limited to, the reduction of pollution~~
14 ~~exposure, including the improvement of air quality, and the~~
15 ~~promotion of public facilities, food access, safe and sanitary homes,~~
16 ~~and physical activity.~~

17 ~~(B) Identify objectives and policies to promote civic engagement~~
18 ~~in the public decisionmaking process.~~

19 ~~(C) Identify objectives and policies that prioritize improvements~~
20 ~~and programs that address the needs of disadvantaged communities.~~

21 ~~(2) A city, county, or city and county subject to this subdivision~~
22 ~~shall adopt or review the environmental justice element, or the~~
23 ~~environmental justice goals, policies, and objectives in other~~
24 ~~elements, upon the adoption or next revision of two or more~~
25 ~~elements concurrently on or after January 1, 2018.~~

26 ~~(3) By adding this subdivision, the Legislature does not intend~~
27 ~~to require a city, county, or city and county to take any action~~
28 ~~prohibited by the United States Constitution or the California~~
29 ~~Constitution.~~

30 ~~(4) For purposes of this subdivision, the following terms shall~~
31 ~~apply:~~

32 ~~(A) "Disadvantaged communities" means an area identified by~~
33 ~~the California Environmental Protection Agency pursuant to~~
34 ~~Section 39711 of the Health and Safety Code or an area that is a~~
35 ~~low-income area that is disproportionately affected by~~
36 ~~environmental pollution and other hazards that can lead to negative~~
37 ~~health effects, exposure, or environmental degradation.~~

38 ~~(B) "Public facilities" includes public improvements, public~~
39 ~~services, and community amenities, as defined in subdivision (d)~~
40 ~~of Section 66000.~~

1 ~~(C) “Low-income area” means an area with household incomes~~
2 ~~at or below 80 percent of the statewide median income or with~~
3 ~~household incomes at or below the threshold designated as low~~
4 ~~income by the Department of Housing and Community~~
5 ~~Development’s list of state income limits adopted pursuant to~~
6 ~~Section 50093 of the Health and Safety Code.~~

7 ~~SEC. 2.~~

8 SECTION 1. Section 22352 of the Vehicle Code is amended
9 to read:

10 22352. The prima facie limits are as follows and shall be
11 applicable unless changed as authorized in this code and, if so
12 changed, only when signs have been erected giving notice thereof:

13 (a) Fifteen miles per hour:

14 (1) When traversing a railway grade crossing, if during the last
15 100 feet of the approach to the crossing the driver does not have
16 a clear and unobstructed view of the crossing and of any traffic on
17 the railway for a distance of 400 feet in both directions along the
18 railway. This subdivision does not apply in the case of any railway
19 grade crossing where a human flagperson is on duty or a clearly
20 visible electrical or mechanical railway crossing signal device is
21 installed but does not then indicate the immediate approach of a
22 railway train or car.

23 (2) When traversing any intersection of highways if during the
24 last 100 feet of the driver’s approach to the intersection the driver
25 does not have a clear and unobstructed view of the intersection
26 and of any traffic upon all of the highways entering the intersection
27 for a distance of 100 feet along all those highways, except at an
28 intersection protected by stop signs or yield right-of-way signs or
29 controlled by official traffic control signals.

30 (3) On any alley.

31 (b) Twenty-five miles per hour:

32 (1) On any highway, in any business or residence district unless
33 a different speed is determined by local authority or the Department
34 of Transportation under procedures set forth in this code.

35 (2) When passing a senior center or other facility primarily used
36 by senior citizens, contiguous to a street other than a state highway
37 and posted with a standard “SENIOR” warning sign. A local
38 authority may erect a sign pursuant to this paragraph when the
39 local agency makes a determination that the proposed signing
40 should be implemented. A local authority may request grant

funding from the Active Transportation Program pursuant to Chapter 8 (commencing with Section 2380) of Division 3 of the Streets and Highways Code, or any other grant funding available to it, and use that grant funding to pay for the erection of those signs, or may utilize any other funds available to it to pay for the erection of those signs, including, but not limited to, donations from private sources.

(3) In a school zone when any of the following apply:

(A) A school speed limit sign with attached beacons states “speed limit 25 when flashing” and the beacons are flashing.

(B) A school speed limit sign states “when children are present” and children are present.

(C) A school speed limit sign with specific hours, which shall be determined by the local jurisdiction.

(c) For purposes of this section, the following definitions shall apply:

(1) “School zone” means an area of a highway within 500 feet of school grounds in any direction, unless otherwise posted, marked with appropriate signs giving notice of the area.

(2) (A) “Children are present” means whenever one or more children are on a roadway, sidewalk, pathway, or road shoulder within the marked school zone, regardless of school days or hours. This definition also includes children present in front of school buildings, on adjacent school grounds, on the same side of the street as the school building, and across the street from the school building, in any direction within the marked school zone.

(B) “Children are present” does not include children who are separated from the highway by a fence, gate, or other physical barrier.

(d) This section shall remain in effect until January 1, 2028, and as of that date is repealed.

~~SEC. 3.~~

SEC. 2. Section 22352 is added to the Vehicle Code, to read:
22352. The prima facie limits are as follows and shall be applicable unless changed as authorized in this code and, if so changed, only when signs have been erected giving notice thereof:

(a) Fifteen miles per hour:

(1) When traversing a railway grade crossing, if during the last 100 feet of the approach to the crossing the driver does not have a clear and unobstructed view of the crossing and of any traffic on

1 the railway for a distance of 400 feet in both directions along the
2 railway. This subdivision does not apply in the case of any railway
3 grade crossing where a human flagperson is on duty or a clearly
4 visible electrical or mechanical railway crossing signal device is
5 installed but does not then indicate the immediate approach of a
6 railway train or car.

7 (2) When traversing any intersection of highways if during the
8 last 100 feet of the driver's approach to the intersection the driver
9 does not have a clear and unobstructed view of the intersection
10 and of any traffic upon all of the highways entering the intersection
11 for a distance of 100 feet along all those highways, except at an
12 intersection protected by stop signs or yield right-of-way signs or
13 controlled by official traffic control signals.

14 (3) On any alley.

15 (b) Twenty miles per hour in a school zone when any of the
16 following apply:

17 (1) A school speed limit sign with attached beacons states "speed
18 limit 20 when flashing" and the beacons are flashing.

19 (2) A school speed limit sign states "when children are present"
20 and children are present.

21 (3) A school speed limit sign with specific hours, which shall
22 be determined by the local jurisdiction.

23 (c) Twenty-five miles per hour:

24 (1) On any highway, in any business or residence district unless
25 a different speed is determined by local authority or the Department
26 of Transportation under procedures set forth in this code.

27 (2) When passing a senior center or other facility primarily used
28 by senior citizens, contiguous to a street other than a state highway
29 and posted with a standard "SENIOR" warning sign. A local
30 authority may erect a sign pursuant to this paragraph when the
31 local agency makes a determination that the proposed signing
32 should be implemented. A local authority may request grant
33 funding from the Active Transportation Program pursuant to
34 Chapter 8 (commencing with Section 2380) of Division 3 of the
35 Streets and Highways Code, or any other grant funding available
36 to it, and use that grant funding to pay for the erection of those
37 signs, or may utilize any other funds available to it to pay for the
38 erection of those signs, including, but not limited to, donations
39 from private sources.

(d) For purposes of this section, the following definitions shall apply:

(1) "School zone" means an area of a highway within 500 feet of school grounds in any direction, unless otherwise posted, marked with appropriate signs giving notice of the area.

(2) (A) "Children are present" means whenever one or more children are on a roadway, sidewalk, pathway, or road shoulder within the marked school zone, regardless of school days or hours. This definition also includes children present in front of school buildings, on adjacent school grounds, on the same side of the street as the school building, and across the street from the school building, in any direction within the marked school zone.

(B) "Children are present" does not include children who are separated from the highway by a fence, gate, or other physical barrier.

(e) This section shall become operative on January 1, 2028.

~~SEC. 4.~~

SEC. 3. Section 22352.5 is added to the Vehicle Code, to read:

22352.5. (a) Notwithstanding Section 22352, a local authority may, by ordinance or resolution, determine and declare a prima facie speed limit of 20 miles per hour in a school zone.

(b) For purposes of this section, "school zone" has the same meaning as defined in Section 22352.

(c) This section shall remain in effect until January 1, 2028, and as of that date is repealed.

~~SEC. 5.~~

SEC. 4. Section 22358.4 of the Vehicle Code is amended to read:

22358.4. (a) (1) Whenever a local authority determines upon the basis of an engineering and traffic survey that the prima facie speed limit established by subdivision (b) of Section 22352 is more than is reasonable or safe, the local authority may, by ordinance or resolution, determine and declare a prima facie speed limit of 15 miles per hour if justified as the appropriate speed limit by that survey.

(2) An ordinance or resolution adopted under paragraph (1) shall not be effective until appropriate signs giving notice of the speed limit are erected upon the highway and, in the case of a state highway, until the ordinance is approved by the Department of

1 Transportation and the appropriate signs are erected upon the
2 highway.

3 (b) (1) Notwithstanding subdivision (a) or any other provision
4 of law, a local authority may, by ordinance or resolution, determine
5 and declare prima facie speed limits as follows:

6 (A) A 15 miles per hour prima facie limit in a residence district,
7 on a highway with a posted speed limit of 30 miles per hour or
8 slower in a school zone.

9 (B) A 25 miles per hour prima facie limit on a highway when
10 approaching, at a distance of 500 to 1,000 feet from a school zone.

11 (2) The prima facie limit established under subparagraph (A)
12 of paragraph (1) applies only to highways that meet all of the
13 following conditions:

14 (A) A maximum of two traffic lanes.

15 (B) A maximum posted 30 miles per hour prima facie speed
16 limit immediately prior to and after the school zone.

17 (3) The prima facie limits established under paragraph (1) apply
18 to all lanes of an affected highway, in both directions of travel.

19 (4) When determining the need to lower the prima facie speed
20 limit, the local authority shall take the provisions of Section 627
21 into consideration.

22 (5) (A) An ordinance or resolution adopted under paragraph
23 (1) shall not be effective until appropriate signs giving notice of
24 the speed limit are erected upon the highway and, in the case of a
25 state highway, until the ordinance is approved by the Department
26 of Transportation and the appropriate signs are erected upon the
27 highway.

28 (B) For purposes of subparagraph (A) of paragraph (1), school
29 warning signs indicating a speed limit of 15 miles per hour may
30 be placed at a distance up to 500 feet away from school grounds.

31 (C) For purposes of subparagraph (B) of paragraph (1), school
32 warning signs indicating a speed limit of 25 miles per hour may
33 be placed at any distance between 500 and 1,000 feet away from
34 the school grounds.

35 (D) A local authority shall reimburse the Department of
36 Transportation for all costs incurred by the department under this
37 subdivision.

38 (c) For purposes of this section, “school zone” has the same
39 meaning as defined in Section 22352.

1 ~~SEC. 6.~~

2 *SEC. 5.* Section 40802 of the Vehicle Code is amended to read:

3 40802. (a) A “speed trap” is either of the following:

4 (1) A particular section of a highway measured as to distance
5 and with boundaries marked, designated, or otherwise determined
6 in order that the speed of a vehicle may be calculated by securing
7 the time it takes the vehicle to travel the known distance.

8 (2) A particular section of a highway with a prima facie speed
9 limit that is provided by this code or by local ordinance pursuant
10 to Section 22352, 22354, 22357, 22358, or 22358.3, if that prima
11 facie speed limit is not justified by an engineering and traffic
12 survey conducted within five years prior to the date of the alleged
13 violation, and enforcement of the speed limit involves the use of
14 radar or any other electronic device that measures the speed of
15 moving objects. This paragraph does not apply to a local street,
16 road, school zone, senior zone, business activity district, or speed
17 limit adopted under Section 22358.7 or 22358.8.

18 (b) (1) For purposes of this section, a local street or road is one
19 that is functionally classified as “local” on the “California Road
20 System Maps,” that are approved by the Federal Highway
21 Administration and maintained by the Department of
22 Transportation. It may also be defined as a “local street or road”
23 if it primarily provides access to abutting residential property and
24 meets the following three conditions:

25 (A) Roadway width of not more than 40 feet.

26 (B) Not more than one-half of a mile of uninterrupted length.
27 Interruptions shall include official traffic control signals as defined
28 in Section 445.

29 (C) Not more than one traffic lane in each direction.

30 (2) For purposes of this section, “school zone” has the same
31 meaning as defined in Section 22352.

32 (3) For purposes of this section, “senior zone” means that area
33 approaching or passing a senior center building or other facility
34 primarily used by senior citizens, or the grounds thereof that is
35 contiguous to a highway and on which is posted a standard
36 “SENIOR” warning sign, pursuant to Section 22352.

37 (4) For purposes of this section, “business activity district”
38 means a section of highway described in subdivision (b) of Section
39 22358.9 in which a standard 25 miles per hour or 20 miles per

1 hour speed limit sign has been posted pursuant to paragraph (1)
2 of subdivision (a) of that section.

3 (c) (1) When all of the following criteria are met, paragraph
4 (2) of this subdivision shall be applicable and subdivision (a) shall
5 not be applicable:

6 (A) When radar is used, the arresting officer has successfully
7 completed a radar operator course of not less than 24 hours on the
8 use of police traffic radar, and the course was approved and
9 certified by the Commission on Peace Officer Standards and
10 Training.

11 (B) When a laser or any other electronic device is used to
12 measure the speed of moving objects, the arresting officer has
13 successfully completed the training required in subparagraph (A)
14 and an additional training course of not less than two hours
15 approved and certified by the Commission on Peace Officer
16 Standards and Training.

17 (C) (i) The prosecution proved that the arresting officer
18 complied with subparagraphs (A) and (B) and that an engineering
19 and traffic survey has been conducted in accordance with
20 subparagraph (B) of paragraph (2). The prosecution proved that,
21 prior to the officer issuing the notice to appear, the arresting officer
22 established that the radar, laser, or other electronic device
23 conformed to the requirements of subparagraph (D).

24 (ii) The prosecution proved the speed of the accused was unsafe
25 for the conditions present at the time of alleged violation unless
26 the citation was for a violation of Section 22349, 22356, or 22406.

27 (D) The radar, laser, or other electronic device used to measure
28 the speed of the accused meets or exceeds the minimal operational
29 standards of the National Highway Traffic Safety Administration,
30 and has been calibrated within the three years prior to the date of
31 the alleged violation by an independent certified laser or radar
32 repair and testing or calibration facility.

33 (2) A “speed trap” is either of the following:

34 (A) A particular section of a highway measured as to distance
35 and with boundaries marked, designated, or otherwise determined
36 in order that the speed of a vehicle may be calculated by securing
37 the time it takes the vehicle to travel the known distance.

38 (B) (i) A particular section of a highway or state highway with
39 a prima facie speed limit that is provided by this code or by local
40 ordinance under paragraph (1) of subdivision (b) of Section 22352,

1 or established under Section 22354, 22357, 22358, or 22358.3, if
2 that prima facie speed limit is not justified by an engineering and
3 traffic survey conducted within one of the following time periods,
4 prior to the date of the alleged violation, and enforcement of the
5 speed limit involves the use of radar or any other electronic device
6 that measures the speed of moving objects:

7 (I) Except as specified in subclause (II), seven years.

8 (II) If an engineering and traffic survey was conducted more
9 than 7 years prior to the date of the alleged violation, and a
10 registered engineer evaluates the section of the highway and
11 determines that no significant changes in roadway or traffic
12 conditions have occurred, including, but not limited to, changes
13 in adjoining property or land use, roadway width, or traffic volume,
14 14 years.

15 (ii) This subparagraph does not apply to a local street, road, or
16 school zone, senior zone, business activity district, or speed limit
17 adopted under Section 22358.4, 22358.7, or 22358.8.

18 ~~SEC. 7.~~

19 *SEC. 6.* If the Commission on State Mandates determines that
20 this act contains costs mandated by the state, reimbursement to
21 local agencies and school districts for those costs shall be made
22 pursuant to Part 7 (commencing with Section 17500) of Division
23 4 of Title 2 of the Government Code.

O



CITY COUNCIL REPORT

9.E.

DATE: SEPTEMBER 3, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: HEATHER BELL, CITY CLERK
SUBJECT: AMENDMENT TO THE CITY OF PINOLE CONFLICT OF INTEREST CODE

RECOMMENDATION

Staff recommends that the City Council review and adopt a resolution approving amendments to the designated positions and disclosure categories in the appendix of the City of Pinole Conflict of Interest (COI) Code.

BACKGROUND

The Political Reform Act requires every local government agency to review its Conflict of Interest Code and designated positions and reporting categories, every two years to determine if it is accurate, or alternatively, if the Code requires amendments. As the Code reviewing body for multi-governmental agencies, the California Fair Political Practices Commission (FPPC) must be given notice of any amendments to the City's Conflict of Interest Code. The Conflict of Interest Code defines which positions must disclose economic interests related to their job.

REVIEW AND ANALYSIS

Staff is advising the Council, as the Code reviewing body, that at this time amendments are necessary to reflect the addition of job classifications.

Any position that has authority to negotiate decisions, provide advice or make recommendations to the Council or City boards should be listed as a designated Code filer along with the determined level of disclosure. The disclosure categories were rewritten and adopted on November 4, 2010, under Resolution 2010-95, and require no further update.

Staff has conducted a comprehensive review, with participation from the City Attorney and Human Resources Departments, and proposes the following amendments which are consistent with the organizational changes that were approved with the adoption of the Pinole FY 2023-2024 Budget.

Addition of three job classifications:

These positions have authority to negotiate on behalf of the agency, and advise on agency decisions, make recommendations and attempt to influence decisions by the Council. They prepare and present reports and analysis that require exercising judgment.

- Junior Engineer
- Assistant Engineer
- Police Commander

FISCAL IMPACT

There is no fiscal impact associated with this recommended action.

ATTACHMENTS

- A. Resolution
- B. Exhibit A- Conflic of Interest Code Appendix (1)

RESOLUTION NO. 2024-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, AMENDING THE CITY OF PINOLE'S CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act of 1972 (G.C. Section 81000, et seq.) requires every local government agency to adopt and promulgate a Conflict of Interest Code; and

WHEREAS, the City of Pinole has incorporated by reference three State regulations pursuant to Code of Regulations Section 18730, and amendments to the Regulations duly adopted by the Fair Political Practices Commission, and the "Appendix of Designated Positions and Disclosure Categories for Each Position," setting forth by title those officers, employees and consultants holding designated positions in the City, whose positions have been determined that the persons holding these positions make or participate in the making of decisions which may foreseeably have a material effect on financial interests; and

WHEREAS, the Code may be amended by the Fair Political Practices Commission to conform to amendments of the Political Reform Act; and any changes are adopted by reference; and

WHEREAS, the City must review their Appendix (Exhibit A) to the Conflict of Interest Code for the City of Pinole biennially and it was last amended on October 19, 2021, pursuant to the requirements of Government Code Section 87300 *et seq.*; and

WHEREAS, since the last amendment approved in August 2022, there have been organizational changes approved by the City Council with the adoption of the FY 2023-2024 Operating Budget that have added positions deemed required for inclusion in the COI Appendix as Designated Positions; and

NOW, THEREFORE, the City Council of the City of Pinole does hereby resolve, as follows:

Section 1. The Appendix to the Conflict of Interest Code for the City of Pinole (attached) is hereby amended to read in the manner as set forth and attached hereto and by this reference, incorporated herein.

Section 2. Following adoption of the Code, any newly designated officials, employees, and consultants shall comply with the Conflict of Interest Code for the City of Pinole within 30 days.

Section 3. The Form 700 (Statement of Economic Interests) are filed and maintained in the Office of the City Clerk and retained pursuant to Government Code Section 81008 and 81009.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Pinole held on the **3rd** day of **September 2024** by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

I hereby certify that the foregoing resolution was introduced, passed and adopted on adopted on this 3rd day of September 2024.

Heather Bell, CMC
City Clerk

**APPENDIX to the CONFLICT OF INTEREST CODE
DESIGNATED POSITIONS
AND
DISCLOSURE CATEGORIES**

Pursuant to the Conflict of Interest Code of the City of Pinole, the following positions are designated positions as defined in City of Pinole Conflict of Interest Code and have been determined that these persons make or participate in the making of decisions which may foreseeably have a material effect on economic interests. Each must report their interests according to their assigned disclosure categories¹.

Department	Designated Position	Category
Administration	Assistant City Manager	1, 5, 6
	City Clerk	3, 5, 6
	Assistant to the City Manager	3, 5
	Human Resources Director	3, 5
Public Works	Public Works Director	1, 5, 6
	Public Works Manager	1, 5, 6
	Wastewater Treatment Plant Manager	3, 5
	Transportation & Pedestrian Safety (TAPS) Committee	1, 5, 6
	Junior Engineer	1, 5, 6
	Assistant Engineer	1, 5, 6
Community Development	Community Development Director	1, 5, 6
	Planning Manager	1, 5, 6
	Code Enforcement Officer I/II	2, 4, 6
	Building Official	2, 4, 6
	Building Inspector I/II	2, 4, 6
Community Services	Community Services Director	1, 5, 6
	Community Services Commission	1, 5, 6
	Recreation Manager	1, 5, 6
	Recreation Coordinator	4

¹ In addition to the listed positions designated by the City, the following positions are subject to the disclosure requirements established by Government Code Section 87200: Planning Commission, City Manager, City Attorney, and City Treasurer.

Fire	Fire Chief	1, 5, 6
	Fire Battalion Chief	1, 5, 6
Police	Police Chief	1, 5, 6
	Police Commander	1, 5, 6
	Police Lieutenant	1, 5, 6
Finance	Finance Director	1, 5, 6
City Attorney	Assistant City Attorney	1, 5, 6
	Assistant General Counsel	1, 5, 6

Consultants*

1-5 or as appropriate*

For purposes of this code, a consultant is defined pursuant to Title 2 Cal. Admin Code Section 18730(2)

- (A) Makes a governmental decision whether to:
- (i) Approve a rate, rule, or regulation;
 - (ii) Adopt or enforce a law;
 - (iii) Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement;
 - (iv) Authorize the agency to enter into, modify, or renew a contract provided it is the type of contract that requires agency approval;
 - (v) Grant agency approval to a contract that requires agency approval and to which the agency is a party, or to the specifications for such a contract;
 - (vi) Grant agency approval to a plan, design, report, study, or similar item; or
 - (vii) Adopt, or grant agency approval of, policies, standards, or guidelines for the agency, or for any subdivision thereof.

*Consultants are also defined for reporting purposes as persons who prepare a product, perform services of a general nature on an on-going basis and participate by direct advice to the decision makers, influence or participate in governmental decisions, or who act in a staff capacity (performing all the same duties for the City that would otherwise be performed by an individual holding a designated position in the City's Conflict of Interest Code). **With respect to consultants, the City Attorney (or designee) may determine in writing that a particular consultant has been retained to perform a range of duties that is sufficiently limited in scope so as to not require full disclosure, or no disclosure. Such written determination shall be based on the consultant's description of work, as defined in the Contract Scope of Services.** Such written determination shall be noted **in the** consultant contract, **including a recitation to the extent of disclosure requirements** and signed by the City Attorney (or designee). Any determination is a public record and shall be retained for public inspection.

DISCLOSURE CATEGORIES

DISCLOSURE CATEGORY 1

All interests in real property located within City of Pinole, or within two miles of the boundaries of Pinole or within two miles of any land used or owned by the Agency; and investments and business positions in business entities and income; including loans, gifts, and travel payments from all sources.

DISCLOSURE CATEGORY 2

All interests in real property located within City of Pinole, or within two miles of the boundaries of Pinole or within two miles of any land used or owned by the agency.

DISCLOSURE CATEGORY 3

All investments and business positions in business entities and all sources, including loans, gifts, and travel payments, from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by the agency.

DISCLOSURE CATEGORY 4

All investments and business positions in business entities and all sources of income, including loans, gifts, and travel payments, from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by the designated position's division or department.

DISCLOSURE CATEGORY 5

All investments and business positions in business entities and sources of income, including loans, gifts, and travel payments from sources of the type to request a permit, license of any type, or entitlement to use agency properties or facilities, included but not limited to:

- Business licenses
- Utility permit, building or inspection permits, solicitor's, massage operator permits
- Land use entitlements
- Grant funding
- Facilities use permits

DISCLOSURE CATEGORY 6

All investments and business positions in business entities, and income, including loans, gifts, and travel payments from sources that filed a claim against the agency during the previous two years, or has a claim pending.



CITY COUNCIL REPORT

9.F.

DATE: SEPTEMBER 3, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: HEATHER BELL, CITY CLERK
SUBJECT: APPOINT COUNCILMEMBERS AS VOTING DELEGATES FOR THE 2024
LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE GENERAL
ASSEMBLY MEETING

RECOMMENDATION

Staff recommends that the City Council appoint Mayor Maureen Toms as voting delegate and Mayor Pro Tem Sasai as alternate voting delegate for the League of California Cities General Assembly Meeting, by minute order.

BACKGROUND

Every year the League of California Cities hosts an annual conference. On the last day of the conference each agency's Voting Delegate may vote on the resolutions presented for consideration. This year the League of California Cities will be hosting an annual conference scheduled for October 16-18, 2024.

In years past, Councilmembers who are registered to attend the conference have been designated by the Council as Pinole's Voting Delegates. The voting customarily occurs during the General Assembly which will be held on the last day of the conference, October 18th.

REVIEW AND ANALYSIS

It has been confirmed by staff that Mayor Maureen Toms and Mayor Pro Tem Sasai will attend the conference and are available to serve as voting delegate and alternate. If appointed by the Council, the delegates will review any materials provided by the League of California Cities, attend the General Assembly meeting and vote on behalf of the City of Pinole for any proposed actions.

FISCAL IMPACT

There is no fiscal impact.

ATTACHMENTS

A. Cal Cities Designation of Voting Delegates & Alternatives



Council Action Advised by September 25, 2024

DATE: Wednesday, July 10, 2024

TO: Mayors, Council Members, City Clerks, and City Managers

RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference and Expo, Oct. 16-18, 2024
Long Beach Convention Center

Every year, the League of California Cities convenes a member-driven General Assembly at the [Cal Cities Annual Conference and Expo](#). The General Assembly is an important opportunity where city officials can directly participate in the development of Cal Cities policy.

Taking place on Oct. 18, the General Assembly is comprised of voting delegates appointed by each member city; every city has one voting delegate. Your appointed voting delegate plays an important role during the General Assembly by representing your city and voting on resolutions.

To cast a vote during the General Assembly, your city must designate a voting delegate and up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity. Voting delegates may either be an elected or appointed official.

Action by Council Required. Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.

Following council action, please submit your city's delegates through [the online submission portal](#) by Wed., Sept. 25. When completing the Voting Delegate submission form, you will be asked to attest that council action was taken. You will need to be signed in to your My Cal Cities account when submitting the form.

Submitting your voting delegate form by the deadline will allow us time to establish voting delegate/alternate records prior to the conference and provide pre-conference communications with voting delegates.

Conference Registration Required. The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration is open on the [Cal Cities](#) website.



For a city to cast a vote, one voter must be present at the General Assembly and in possession of the voting delegate card and voting tool. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the voting delegate desk. This will enable them to receive the special sticker on their name badges that will admit the voting delegate into the voting area during the General Assembly.

Please view Cal Cities' [event and meeting policy](#) in advance of the conference.

Transferring Voting Card to Non-Designated Individuals Not Allowed. The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the General Assembly, they may not transfer the voting card to another city official.

Seating Protocol during General Assembly. At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.

The voting delegate desk, located in the conference registration area of the Long Beach Convention Center in Long Beach, will be open at the following times: Wednesday, Oct. 16, 8:00 a.m.-6:00 p.m. and Thursday, Oct. 17, 7:30 a.m.-4:00 p.m. On Friday, Oct. 18, the voting delegate desk will be open at the General Assembly, starting at 7:30 a.m., but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for submitting your voting delegate and alternates by Wednesday, Sept. 25. If you have questions, please contact Zach Seals at zseals@calcities.org.

Attachments:

- General Assembly Voting Guidelines
- Information Sheet: Cal Cities Resolutions and the General Assembly



General Assembly Voting Guidelines

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.
2. **Designating a City Voting Representative.** Prior to the Cal Cities Annual Conference and Expo, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the voting delegate form provided to the Cal Cities Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the voting delegate desk in the conference registration area. Voting delegates and alternates must sign in at the voting delegate desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the General Assembly.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the credentials committee at the voting delegate desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and voting tool; and be registered with the credentials committee. The voting card may be transferred freely between the voting delegate and alternates but may not be transferred to another city official who is neither a voting delegate nor alternate.
6. **Voting Area at General Assembly.** At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.
7. **Resolving Disputes.** In case of dispute, the credentials committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the General Assembly.

How it works: Cal Cities Resolutions and the General Assembly

Developing League of California Cities policy is a dynamic process that engages a wide range of members to ensure Cal Cities represents cities with one voice. These policies directly guide Cal Cities' advocacy to promote local decision-making, and lobby against statewide policies that erode local control.

The resolutions process and General Assembly is one way that city officials can directly participate in the development of Cal Cities policy. If a resolution is approved at the General Assembly, it becomes official Cal Cities policy. Here's how resolutions and the General Assembly work.

Prior to the Annual Conference and Expo

General Resolutions



Sixty days before the Annual Conference and Expo, Cal Cities members may submit policy proposals on issues of importance to cities. The resolution must have the concurrence of at least five additional member cities or individual members.



Policy Committees



The Cal Cities President assigns general resolutions to policy committees where members review, debate, and recommend positions for each policy proposal. Recommendations are forwarded to the Resolutions Committee.



During the Annual Conference and Expo

Petitioned Resolutions



The petitioned resolution is an alternate method to introduce policy proposals during the annual conference. The petition must be signed by voting delegates from 10% of member cities, and submitted to the Cal Cities President at least 24 hours before the beginning of the General Assembly.



Resolutions Committee



The Resolutions Committee considers all resolutions. General Resolutions approved¹ by either a policy committee or the Resolutions Committee are next considered by the General Assembly. General resolutions not approved, or referred for further study by both a policy committee and the Resolutions Committee do not go to the General Assembly. All Petitioned Resolutions are considered by the General Assembly, unless disqualified.²



General Assembly



During the General Assembly, voting delegates debate and consider general and petitioned resolutions forwarded by the Resolutions Committee. Potential Cal Cities bylaws amendments are also considered at this meeting.

Who's who

Cal Cities policy development is a member-informed process, grounded in the voices and experiences of city officials throughout the state.

The **Resolutions Committee** includes representatives from each Cal Cities diversity caucus, regional division, municipal department, and policy committee, as well as individuals appointed by the Cal Cities president.

Voting delegates are appointed by each member city; every city has one voting delegate.

The **General Assembly** is a meeting of the collective body of all voting delegates—one from every member city.

Seven **policy committees** meet throughout the year to review and recommend positions to take on bills and regulatory proposals. Policy committees include members from each Cal Cities diversity caucus, regional division, and municipal department, as well as individuals appointed by the Cal Cities president.

¹ The Resolution Committee can amend a general resolution prior to sending it to the General Assembly.

² Petitioned Resolutions may be disqualified by the Resolutions Committee according to Cal Cities Bylaws Article VI, Sec. 5(f).



CITY COUNCIL REPORT

9.G.

DATE: SEPTEMBER 3, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: LILLY WHALEN, COMMUNITY DEVELOPMENT DIRECTOR
KAPIL AMIN, SUSTAINABILITY FELLOW
SUBJECT: FORMALLY ADOPT AN ORDINANCE OF THE CITY OF PINOLE ADDING
CHAPTER 8.38 "SINGLE-USE PLASTIC FOODWARE AND BAG
REDUCTION" TO THE PINOLE MUNICIPAL CODE (1ST READ)

RECOMMENDATION

Staff recommends Council take the needed steps, beginning with a first read today and a second read at a subsequent meeting, to formally adopt an ordinance of the City of Pinole adding Chapter 8.38 "Single-use Plastic Foodware and Bag Reduction" to the Pinole Municipal Code .

BACKGROUND

The City Council previously considered and approved the new legislative text (**Attachmen A**) that will be added to the Municipal Code to implement the single-use plastic foodware and bag reduction requirements at the July 2, 2024 Council meeting. However, the City did not formally adopt the proposed legislative text in the form of an ordinance (**Attachment B**), which is necessary to add the proposed language to the Municipal Code.

REVIEW AND ANALYSIS

In order to ensure the City follows all technical administrative requirements, Staff has brought forward this item as a first read in order for the Council to formally adopt such an ordinance. Adoption requires an initial introduction of the ordinance, and then adoption at a subsequent meeting. Formally adopting an ordinance will not change the implementation of the new requirements, which will still go into effect on January 1, 2025.

FISCAL IMPACT

There is no fiscal impact for the procedure of formally adopting this ordinance.

ATTACHMENTS

- A. Ordinance
- B. Exhibit A: Chapter 8.38, Single-Use Plastic Foodware and Bag Reduction

ORDINANCE NO. xxxx-xx

AN ORDINANCE OF THE CITY OF PINOLE ADDING CHAPTER 8.38 “SINGLE-USE PLASTIC FOODWARE AND BAG REDUCTION” TO THE PINOLE MUNICIPAL CODE

WHEREAS, Single-use plastics (SUPs) —including bags and foodware (plates, cutlery, cups, lids, straws, “clamshells” and other containers) is a major contributor to street litter, ocean pollution, marine and other wildlife endangerment and loss. A 2022 trash survey of the Pinole Creek found SUPs represented the majority of the debris collected from the creek.

WHEREAS, The production, consumption and disposal of SUPs contributes significantly to the consumption of fossil fuels and exacerbation of greenhouse gas (GHG) emissions. Plastics are made from chemicals sourced from petrol, gas, or coal. “Recyclable” plastic on average can be recycled two times before attenuating. Over three-fourths of “recyclable” plastic ends up as litter or in the landfill.

WHEREAS, Plastics in waterways and oceans break down into microplastics which are not biodegradable and can now be found in most of the world's oceans. These microplastics have been detected in human blood and can disrupt normal body processes, increasing health risks.

WHEREAS, Plastic debris in seawater and freshwater can attract and collect pollutants, which can then accumulate in fish, seafood, and salt that is later consumed by humans. Additionally, some food packaging, such as food contact papers and compostable paperboard containers, may contain harmful fluorinated chemicals that are associated with serious health problems.

WHEREAS, 2011 Bay Area litter survey showed that over two-thirds of trash collected was from take-out food and beverage packaging. In the Bay Area, food and beverage packaging comprises the majority of street litter and is a significant contributor to the total amount of waste entering the waste stream.

WHEREAS, It is in the utmost interest for the health, safety and welfare of who live, work, visit and do business in the City of Pinole that the consumption of SUPs be reduced.

WHEREAS, The Pinole Sustainability Element strives for Pinole to become a “Model City” that demonstrates how sustainable practices can be incorporated in the municipal, commercial and residential functions of a city. Reduction of single-use plastic food packaging and bags furthers this goal by eliminating solid waste at its source and maximize reusing, composting and recycling

WHEREAS, This Chapter is consistent with the City’s Sustainability Element of the General Plan and the CalRecycle recycling and waste disposal regulations contained in Titles 14 and 27 of the California Code of Regulations.

WHEREAS, on January 30, 2023, the Municipal Code Subcommittee reviewed federal, state and regional legislation regulating single-use plastic bags and foodware.

WHEREAS, on August 21, 2023 and August, 28, 2023, the Municipal Code Subcommittee reviewed outreach and results of resident/visitor and business surveys.

WHEREAS, on January 22, 2024, the Municipal Code Subcommittee reviewed survey results from food and retail business surveys.

WHEREAS, on February 26, 2024, the Municipal Code Subcommittee reviewed and refined the draft ordinance.

WHEREAS, on June 4th, 2024, City Council conducted a public hearing regarding the proposed textual changes to the Municipal Code.

WHEREAS, on July 2nd, 2024, City Council waived the second reading of the ordinance and

NOW THEREFORE, BE IT RESOLVED, pursuant to the findings stated herein, that the City Council of the City of Pinole does ordain as follows:

Section 1. Recitals.

The above recitals are true and correct and made a part of this Ordinance.

Section 2. Amendment of Municipal Code.

Chapter 8.38, Single-Use Plastic Foodware and Bag Reduction, is hereby amended to the Pinole Municipal Code to read as shown in Exhibit A, attached hereto and incorporate herein.

Section 3. CEQA.

Pursuant to Title 14 of the California Administrative Code, the City Council finds that this Ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) for the following reasons: (1) under Section 15061 (b)(3), it is not a project which has the potential for causing a significant effect on the environment; (2) under Section 15308, it is an authorized action by an agency with regulatory authority for the purpose of assuring the maintenance, restoration, enhancement, or protection of the environment.

Section 4. Severability. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance and each of every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

Section 5. Effective Date and Duration. This ordinance shall take effect thirty (30) days after its final adoption.

Section 6. Publication. The City Clerk is directed to cause this ordinance to be published in a manner required by law.

PASSED AND ADOPTED at a regular meeting of the Pinole City Council held on July 2, 2024, the City Council passed this urgency ordinance by the following vote:

AYES:	COUNCILMEMBERS: Martínez-Rubin, Murphy, Sasai, Tave, Toms
NOES:	COUNCILMEMBERS: None
ABSTAIN:	COUNCILMEMBERS: None
ABSENT:	COUNCILMEMBERS: None

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of Pinole on July 2, 2024.

Maureen Toms, Mayor

ATTEST:

Heather Bell, City Clerk

APPROVED AS TO FORM:

Eric S. Casher, City Attorney

Chapter 8.38 SINGLE-USE PLASTIC FOODWARE AND BAG REDUCTION

Sections:

- 8.38.010 Findings and Purpose.
- 8.38.020 Definitions.
- 8.38.030 Single-use Foodware Accessories.
- 8.38.040 Consumer-owned Reusable Containers.
- 8.38.050 Takeout Food.
- 8.38.060 Reusable Foodware for Dining on the Premises.
- 8.38.070 Disposable bags.
- 8.38.080 Disposable Foodware Standards.
- 8.38.090 Disposable Bag Standards.
- 8.38.100 Separate Disposable Foodware Waste Receptacles.
- 8.38.110 Waivers—process to obtain.
- 8.38.120 Extension of time—process to obtain.
- 8.38.130 Regulations applicable to all Food Providers and Retailers
- 8.38.140 Duties, responsibilities and authority of the City of Pinole.
- 8.38.150 City of Pinole – utilization prohibited.
- 8.38.160 Effective Date.
- 8.38.170 Liability and Enforcement.
- 8.38.180 Severability.
- 8.38.190 Chapter supersedes existing laws and regulations.

8.38.010 The Council of the City of Pinole finds and declares as follows:

- A. Single-use plastics (SUPs) —including bags and foodware (plates, cutlery, cups, lids, straws, “clamshells” and other containers) is a major contributor to street litter, ocean pollution, marine and other wildlife endangerment and loss. A 2022 trash survey of the Pinole Creek found SUPs represented the majority of the debris collected from the creek.
- B. The production, consumption and disposal of SUPs contributes significantly to the consumption of fossil fuels and exacerbation of greenhouse gas (GHG) emissions. Plastics are made from chemicals sourced from petrol, gas, or coal. “Recyclable” plastic on average can be recycled two times before attenuating. Over three-fourths of “recyclable” plastic ends up as litter or in the landfill.
- C. Plastics in waterways and oceans break down into microplastics which are not biodegradable and can now be found in most of the world's oceans. These microplastics have been detected in human blood and can disrupt normal body processes, increasing health risks.
- D. Plastic debris in seawater and freshwater can attract and collect pollutants, which can then accumulate in fish, seafood, and salt that is later consumed by humans. Additionally, some food packaging, such as food contact papers and compostable paperboard containers, may contain harmful fluorinated chemicals that are associated with serious health problems.

- E. 2011 Bay Area litter survey showed that over two-thirds of trash collected was from take-out food and beverage packaging. In the Bay Area, food and beverage packaging comprises the majority of street litter and is a significant contributor to the total amount of waste entering the waste stream.
- F. It is in the utmost interest for the health, safety and welfare of who live, work, visit and do business in the City of Pinole that the consumption of SUPs be reduced.
- G. The Pinole Sustainability Element strives for Pinole to become a “Model City” that demonstrates how sustainable practices can be incorporated in the municipal, commercial and residential functions of a city. Reduction of single-use plastic food packaging and bags furthers this goal by eliminating solid waste at its source and maximize reusing, composting and recycling.
- H. This Chapter is consistent with the City’s Sustainability Element of the General Plan and the CalRecycle recycling and waste disposal regulations contained in Titles 14 and 27 of the California Code of Regulations.

8.38.020 Definitions.

- A. **CITY.** The City of Pinole.
- B. **CITY DEPARTMENT.** Any governmental subdivision of the City.
- C. **CITY FACILITY.** Any building, structure, vehicle, land or park owned and operated by the City.
- D. **CITY FACILITY USER.** Any person, society, association, organization or special events promoter who requires a permit to use a City facility or a permit or contract to use a plaza, sidewalk, or roadway.
- E. **CITY MANAGER.** The City Manager of the City of Pinole or City Manager's designee.
- F. **CITY-SPONSORED EVENT.** Any activity that is organized by the City, and any private activity whose organizers voluntarily request and receive from the City any endorsement, financial assistance, or similar recognition that is unrelated to any requirements for such an event under applicable law.
- G. **CONSUMER-OWNED BAG.** A reusable customer-brought bag that is specifically designed and manufactured for multiple reuse, is in good performing condition, not unsanitary, and washable.
- H. **CONSUMER-OWNED CONTAINER.** A reusable customer-brought food or beverage container that is in good performing condition, not unsanitary, and in accordance with Section 3-304.17(B)(1) of the 2017 Food Code.
- I. **CONDIMENT.** means relishes, spices, sauces, confections, or seasonings that require no additional preparation and that are usually used on a food or drink item after preparation, including ketchup, mustard, mayonnaise, soy sauce, hot sauce, salsa, salt, pepper, sugar, and sugar substitutes.
- J. **DISPOSABLE BAGS.** A bag provided at the check stand, cash register, point of sale or other location for the purpose of transporting food or merchandise out of a Retailer or Food Provider. Disposable Bags do not include Pre-checkout Bags.
- K. **DISPOSABLE CUP.** A beverage cup designed for single use to serve beverages, such as water, cold drinks, hot drinks and alcoholic beverages.
- L. **DISPOSABLE FOODWARE.** All containers, bowls, plates, trays, cartons, boxes, pizza boxes, cups, utensils, straws, lids, sleeves, condiment containers, spill plugs, paper or foil wrappers, liners and

any other items used to hold, serve, eat, or drink Prepared Food, which are designed for single use and in which Prepared Food is placed or packaged on a Food Provider's premises.

- M. **DISPOSABLE FOODWARE ACCESSORY.** Any Disposable Foodware item such as straws, stirrers, napkins and utensils; condiment cups and packets; cup sleeves, tops, lids, and spill plugs; and other similar accessory or accompanying Disposable Foodware items used as part of food or beverage service or packaging.
- N. **ESTABLISHMENT.** A place of business of a food provider or other person subject to the requirements of this Chapter.
- O. **FOOD PROVIDER.** Any establishment located within the City, or any establishment that sells or otherwise provides Prepared Food or beverages within the City for public consumption on or off its premises and includes, but is not limited to, any store, shop, sales outlet, restaurant, bar, pub, coffee shop, cafeteria (with the exception of public school cafeterias), caterer, convenience store, liquor store, grocery store, supermarket, delicatessen, food market, farmer's market, mobile food preparation truck or vehicle, roadside stand, or any other person or organization who provides Prepared Food. Food provider also includes any organization, group or other person that regularly provides Prepared Food to its members or the general public as a part of its activities or services.
- P. **PRE-CHECKOUT BAG.** A bag provided or sold to a customer to carry produce, bulk food, or other food items to the point of sale inside a store.
- Q. **PREPARED FOOD.** Any food or beverage ready to consume without any further food preparation, alteration or repackaging, other than heating. Prepared food does not include (1) uncooked or raw meat, fish, poultry, or eggs unless provided for consumption without further food preparation; or (2) prepackaged food that is delivered to the food provider wholly encased, contained or packaged in a container or wrapper, and sold or otherwise provided by the food provider in the same container or packaging.
- R. **TAKEOUT FOOD.** Prepared Food which is purchased to be consumed off a Food Provider's premises. Takeout Food includes Prepared Food carried out by the customer or delivered by a Food Provider or by a Takeout Food Delivery Service.
- S. **RETAILER.** Any establishment that sells perishable and/or non-perishable goods that are packaged for customer takeaway in plastic bags and is not currently regulated by Public Resources Code sec. 42280 et seq.
- T. **REUSABLE FOODWARE.** All foodware, including plates, bowls, cups, trays, containers, glasses, straws, stirrers, condiment cups and utensils, that is manufactured of durable materials and that is specifically designed and manufactured to be washed and sanitized and to be used repeatedly over an extended period of time, and is safe for washing and sanitizing according to applicable regulations.
- U. **SURCHARGE FEE.** A mandatory or discretionary fee charged to a customer requiring Disposable Foodware.
- V. **TAKEOUT FOOD DELIVERY SERVICE.** A third-party delivery service which picks up Takeout Food from a Food Provider and delivers it to the customer for consumption off the premises.

8.38.030 Disposable Foodware Accessories.

- A. In compliance with Public Resources Code sec. 42270 et seq. Disposable Foodware Accessory items shall be provided only upon request by the customer or at self-serve stations, except that for safety reasons Disposable Cups for delivery by a Food Provider or a Takeout Food Delivery Service may include lids, spill plugs and sleeves without request.
- B. In compliance with Assembly Bill 1276, Food Provider and Takeout Food Delivery Services must provide options for customers to affirmatively request Disposable Foodware Accessory items separate from orders for food and beverages across all ordering/point of sale platforms, including but not limited to web, smart phone and other digital platforms, telephone and in-person.
- C. Food Providers offering condiments are encouraged to use dispensers rather than pre-packaged disposable condiment packets.
- D. Non-adhering items shall only be provided to customers who require them for medical needs.

8.38.040 Consumer-owned Containers.

- A. Per Health and Safety Code sec. 114121 et seq., Food Providers, except, as provided in Chapter 11, Temporary Food Facilities of the California Health and Safety Code, Section 114353, are encouraged to allow customers to bring Consumer-owned Containers and maintain sanitary procedures to prevent cross-contamination. Food Providers may refuse, at their sole discretion, any Consumer-owned Containers that are cracked, chipped or corroded, appears inappropriate in size, material, or condition for the intended beverage, or that appears to be soiled or unsanitary.

8.38.050 Takeout Food.

- A. Takeout Food shall only be served in Disposable Foodware that conforms to the Disposable Foodware Standards in Section 8.38.080. Takeout Food may also be served in Reusable Foodware made for takeaway as well as Consumer-owned Containers.
- B. Disposable Foodware Accessories shall conform with the Disposable Foodware Standards in 8.38.080.
- C. Takeout Food Delivery Services shall only deliver Takeout Food from a Food Provider that is served in Disposable Foodware and with Disposable Foodware Accessories, if any were requested, that conform to the Disposable Foodware Standards in 8.38.080.
- D. A Food Provider may optionally apply a foodware Surcharge Fee at their own discretion. The intent of the foodware Surcharge Fee is to account for extra expense of complying with this Ordinance. A Food Provider is not required to apply a foodware Surcharge Fee. The following applies if a Food Provider chooses to apply a Surcharge Fee:
 - 1. All foodware Surcharge Fee shall be retained as income by the Food Provider.
 - 2. All customers demonstrating, at the point of sale, a payment card or voucher issued by the California Special Supplemental Food Program for Women, Infants, and Children (WIC) pursuant to Article 2 (commencing with Section 123275) of Chapter 1 of Part 2 of Division 106 of the California Health and Safety Code and as amended, or an electronic benefit

transfer card (EBT) issued pursuant to Section 10072 of the California Welfare and Institutions Code, shall be exempt from any form of foodware Surcharge Fees.

3. Foodware Surcharge Fees shall be identified separately on any post-sale receipt provided and, pre-sale, shall be clearly identified for the customer on media such as menus, ordering platforms and/or menu boards. Customers placing orders by telephone shall be informed verbally of foodware Surcharge Fees.
- E. Notwithstanding the requirements at Section 8.38.050, subsections A-C, a Food Provider may request a waiver or waivers pursuant to Section 8.38.110 for one to all Disposable Foodware item(s).
 1. To obtain a waiver for item(s), the Food Provider must demonstrate that:
 - a. No Disposable Foodware item(s) exists with substantially similar size, performance and/or utility that conforms with the Disposable Foodware Standards in Section 8.38.80 or, if such an item(s) exist, that costs of using such item(s) would cause undue financial hardship; and
 - b. The non-conforming Disposable Foodware item to be used in lieu of a conforming item is recyclable in the City recyclable collection program with a good-faith effort to prioritize aluminum foodware containers/packaging where practicable above recyclable plastic.
 2. To obtain a waiver for item(s), the Food Provider must provide documentation of good-faith efforts to obtain a substantially similar compliant item at a non-prohibitive price. Records of attempts to obtain a compliant item may include:
 - a. Emails, letters or other correspondence with vendors that furnish compliant Disposable Foodware, seeking the compliant item(s).
 - b. Responses from such compliant Disposable Foodware vendors including, where applicable, specifications and pricing for such item(s).
 - c. Specifications and pricing for the recyclable non-conforming item sought to be used, demonstrating its substantial superiority and/or affordability, and
 - d. Any other verifiable records which demonstrate a good faith effort to comply with Disposable Foodware Standards for such item(s).
 3. Reasonable added cost for a conforming item as compared to a substantially similar recyclable non-conforming item shall not by itself constitute adequate grounds to support a waiver for such item.
- F. A Food Provider may request, pursuant to Section 8.38.120, to extend the time period of comply with all provisions of this Section 8.38.050. To be eligible for an extension of time the Food Provider must:
 - a. Employ 10 full time employees equivalents or less; and
 - b. Have gross receipts less than \$500,000 annually
 - c. Provide documentation of good-faith efforts to obtain comply with provisions of Section 8.38.050 in addition to an explanation of why additional time is needed.

8.38.060 Reusable Foodware for Dining on the Premises.

- A. Food Providers are encouraged to maximize Reusable Foodware where practicable and to the extent possible and make a good-faith effort to consider serving customers utilizing Reusable

Foodware for consumption on- premise especially if there is dishwashing capacity or potential for on-site dishwashing.

- B. If serving customers with Reusable Foodware is not practicable or possible, all Food Providers shall serve dine-in customers utilizing Disposable Foodware that conforms to the Disposable Foodware Standards in Section 8.38.080 and all Disposable Foodware Accessories shall conform with the Disposable Foodware Standards in 8.38.080.
- C. A Food Provider may request, pursuant to Section 8.38.120, to extend the time period of comply with all provisions of this Section 8.38.060. To be eligible for an extension of time the Food Provider must:
 - a. Employ 10 full time equivalents or less; and
 - b. Have gross receipts less than \$500,000 annually; and
 - c. Provide documentation of good-faith efforts to obtain comply with provisions of Section 8.38.060 in addition to an explanation of why additional time is needed.

8.38.070 Disposable Bags.

- A. Food Providers and Retailers shall only package goods in bags that conform to the Disposable Bag Standards in Section 8.38.090.
- B. Takeout Food Delivery Services shall only deliver Takeout Food from a Food Provider that is bagged in a bag that conforms to the Disposable Bag Standards in 8.38.090.
- C. Surcharge Fees for Disposable Bags shall be applied as follows:
 - 1. Retailers shall charge a minimum 15-cent single-use bag Surcharge Fee per Disposable Bag over 5.25"x3.75"x8". The Surcharge Fee is optional for Disposable Bags of a small size (at or less than 5.25"x3.75"x8").
 - 2. Food Providers may charge the 15 cent single-use bag Surcharge Fee for Disposable Bags at their own discretion and is not mandatory.
 - 3. The following applies to the application of the Surcharge Fee:
 - a. All bag Surcharge Fees shall be retained as income by the Retailer or Food Provider.
 - b. All customers demonstrating, at the point of sale, a payment card or voucher issued by the California Special Supplemental Food Program for Women, Infants, and Children (WIC) pursuant to Article 2 (commencing with Section 123275) of Chapter 1 of Part 2 of Division 106 of the California Health and Safety Code and as amended, or an electronic benefit transfer card (EBT) issued pursuant to Section 10072 of the California Welfare and Institutions Code, shall be exempt from any form of bag fees.
 - c. Any bag Surcharge Fees shall be identified separately on any post-sale receipt provided and, pre-sale, shall be clearly identified for the customer on media such as menus, ordering platforms and/or menu boards. Customers placing orders by telephone shall be informed verbally of any bag Surcharge Fees.
- D. Notwithstanding the requirements at Section 8.38.110, subsections A-C, a Retailer or Food Provider may request a waiver or waivers pursuant to Section 8.38.110 for specific Disposable Bags. To obtain a waiver for item(s), the Retailer or Food Provider must demonstrate that:
 - 1. No Disposable Bag exists with substantially similar size, performance and/or utility that conforms with the Disposable Bag Standards in Section 8.38.090 or, if such an item exists,

- that costs of using such item would cause undue financial hardship, or Consumer-owned Bags will create health risks from cross-contamination, or regulation will pose health and safety risks and;
2. The Retailer or Food Provider must provide documentation of good-faith efforts to obtain a substantially similar compliant item at a non-prohibitive price.
 3. Records of attempts to obtain a compliant item may include:
 - a. Emails, letters or other correspondence with vendors that furnish compliant Disposable Bags, seeking the compliant item.
 - b. Responses from such Disposable Bag vendors including, where applicable, specifications and pricing for such item.
 - c. Specifications and pricing for the non-conforming item sought to be used, demonstrating its substantial superiority and/or affordability, and
 - d. Any other verifiable records which demonstrate a good faith effort to comply with Disposable Bag Standards for such item.
 4. Reasonable added cost for a conforming item as compared to a substantially similar non-conforming item shall not by itself constitute adequate grounds to support a waiver for such item.
- E. Consumer-owned Bags shall be accepted by all Retailers unless a waiver exemption is granted and at the discretion of Food Providers.
- F. Retailers and Food Providers shall ask consumers if a bag is required and not automatically provide a bag.
- G. Pre-checkout bags, such as produce bags, as outlined in and conforming to Public Resources Code sec. 42281.2 must be provided to consumers.
- H. A Retailer or Food Provider may request, pursuant to Section 8.38.120, to extend the time period of comply with all provisions of this Section 8.38.070. To be eligible for an extension of time the Retailer or Food Provider must:
- a. Employ 10 full time equivalents or less; and
 - b. Have gross receipts less than \$500,000 annually; and
 - c. Provide documentation of good-faith efforts to obtain comply with provisions of Section 8.38.070 in addition to an explanation of why additional time is needed.

8.38.080 Disposable Foodware Standards.

- A. Disposable Foodware must be accepted by City's municipal compost collection programs, except that non-compostable foil wrappers that are accepted in the City of Pinole recyclable collection program may be used for burritos, wraps, and other items that require foil to contain and form the food item. Acceptable material types include natural fiber-based, natural (wood, bamboo, etc.), uncoated paper, etc. Bioplastics, or compostable plastics, are not allowed. Single-sided lamination by plant-derived polylactic acid (PLA) is acceptable. Disposable foodware must be free of added fluorinated chemicals such as perfluoroalkyl and polyfluoroalkyl substances (PFAS). Bleached Disposable Foodware is not allowed. Single-use Foodware from third-party certifying organizations such as the Biodegradable Product Institute is encouraged. Disposable foodware

made from post-consumer recycled content and sustainable, regenerative practices are encouraged.

- B. The City shall maintain on its website and at City Hall a list of suppliers that offer compliant Disposable Foodware.
- C. Changes, if any, to Disposable Foodware Standards shall become effective on January 1 of the next calendar year, and the City shall provide notice of any such changes to Food Providers at least 90 days prior through the email address listed on the most recent Business License for the Food Provider.

8.38.090 Disposable Bags Standards

- A. Disposable bags must be made of unbleached paper and with 40% postconsumer recycled content. Single-use bags may also be made of plant starches and must be BPI-certified bags. Bags must be 100% recyclable and/or compostable.
- B. The City shall maintain on its website and at City Hall a list of suppliers that offer compliant Single-use Bags.
- C. Changes, if any, to Disposable Bag Standards shall become effective on January 1 of the next calendar year, and the City of Pinole shall provide notice of any such changes to Retailers and Food Providers at least 90 days prior through the email address listed on the most recent Business License for the Retailer or Food Provider.

8.38.100 Separate Disposable Foodware Waste Receptacles.

- A. All Food Providers, except Food Providers that provide full bussing service and do not customarily provide waste receptacles for customer use, must provide at least one set of three easily accessed receptacles for discarded items to be composted, recycled, and, if needed, to be landfilled or otherwise wasted for self-bussing customers.
- B. To the extent possible given space constraints, all three receptacles should be placed together in the same location.
- C. The City shall identify materials accepted for each collection program on the City's website, and signage must be posted on and/or above each receptacle, indicating the materials to be deposited into such receptacle. Receptacles and signage shall be color-coded as follows:
 - 1. Blue for recyclables
 - 2. Green for compostables
 - 3. Black or gray for items to be landfilled or otherwise wasted
- D. Food Providers that share premises may share receptacles.

8.38.110 Waivers--process to obtain.

- A. The City Manager shall prescribe and adopt rules, regulations and forms for Food Providers or Retailers to obtain full or partial waivers from any requirement of this ordinance that is explicitly subject to waiver.

- B. Waivers shall be granted by the City Manager or their designees, based upon documentation provided by the applicant and, at the City Manager's discretion, independent verification, including site visits.
- C. The City Manager or their designees shall act on a complete waiver application no later than 60 days after receipt of such application, including mailing written notification of the City Manager's decision to the address supplied by the applicant.
- D. Waivers may be granted for a specified term of up to two (2) years. During the waiver term, the Food provider or Retailer shall make diligent efforts to become compliant. Under extraordinary circumstances, should a Food provider or Retailer demonstrate that, at the close or expiration of a granted waiver term, and with diligent efforts to become compliant, compliance remains infeasible, additional waivers of up to two (2) years each may be granted. It shall be the Food Provider's or Retailer's responsibility to apply for any subsequent waivers in a timely manner.
- E. Notwithstanding the two (2) year maximum term for waivers set forth in Section 8.38.110(D), in certain limited and unique circumstances existing prior to adoption of this ordinance, where the Food Provider or Retailer demonstrates diligent efforts to comply but, due to economic constraints and/or other unique and extraordinary circumstances, may never be reasonably able to comply, the City Manager or their designee may grant a waiver for a longer specified term.
- F. All waivers shall expire automatically in the event of a significant remodel, renovation or other alteration of the premises with a construction valuation that exceeds \$60,000 or if the Food Provider or Retailer ceases operations at the location for which the waiver has been granted.

8.38.120 Extension of time—process to obtain.

- A. The City Manager shall prescribe and adopt rules, regulations and forms for Food Providers or Retailers to obtain an extension of time to comply with this Chapter.
- B. Extensions of time shall be granted by the City Manager or their designees, based upon documentation provided by the applicant and, at the City Manager's discretion, independent verification, including site visits.
- C. The City Manager or their designees shall act on a complete time extension application no later than 60 days after receipt of such application, including mailing written notification of the City Manager's decision to the address supplied by the applicant.
- D. Time extensions may be granted for a specified term of up to six (6) months. During the extension term the following requirements apply:
 - 1. No administrative citation may be issued for violation of a requirement of this chapter
 - 2. The Food provider or Retailer shall make diligent efforts to become compliant.
- E. Under extraordinary circumstances, should a Food provider or Retailer demonstrate that, at the close or expiration of a granted time extension term, and with diligent efforts to become compliant, compliance remains infeasible, one final six (6) month extension may be granted. It shall be the Food Provider's or Retailer's responsibility to apply for any subsequent extensions in a timely manner.
- F. Notwithstanding the maximum term for extensions set forth in Section 8.38.120(D), in certain limited and unique circumstances existing prior to adoption of this ordinance, where the Food Provider or Retailer demonstrates diligent efforts to comply but, due to economic constraints

and/or other unique and extraordinary circumstances, may never be reasonably able to comply, the City Manager or their designee may grant a time extension for a longer specified term.

- G. All time extensions shall expire automatically in the event of a significant remodel, renovation or other alteration of the premises with a construction valuation that exceeds \$60,000 or if the Food Provider or Retailer ceases operations at the location for which the extension has been granted.

8.38.130 Regulations applicable to all Food Providers and Retailers.

- A. Each Food Provider and Retailer shall maintain written records evidencing compliance with this Chapter.
- B. All records required by this Chapter shall be made available for inspection by the City Manager or their designated representative. It shall be unlawful for anyone having custody of such records to fail or refuse to produce such records upon request by the City Manager or their designated representative.

8.38.140 Duties, responsibilities and authority of the City of Pinole.

- A. The City Manager or their designee shall prescribe, adopt, and enforce rules and regulations relating to the administration and enforcement of this chapter and is hereby authorized to take any and all actions reasonable and necessary to enforce this chapter including, but not limited to, inspecting any Food Provider's or Retailer's premises to verify compliance.
- B. The City shall, at minimum, provide simple technical assistance and a resource packet to educate Food Providers and Retailers on new regulations and how to be in compliance, and make a good-faith effort to seek out and provide financially sound resources in forms such as financial assistance, comprehensive technical assistance, advanced technologies, public-private partnerships etc. to Food Providers and Retailers in order to help mitigate any increased costs and knowledge barriers that may arise from the regulation in this chapter.

8.38.150 City of Pinole – utilization prohibited.

The City or City Facility Users shall not utilize any Disposable Foodware that does not comply with the Disposable Foodware Standards in Section 8.38.080, nor shall any City-sponsored event utilize non-compliant Disposable Foodware.

8.38.160 Effective Date.

The provisions of this Chapter shall take effect January 1, 2025.

8.38.170 Liability and Enforcement.

- A. Anyone violating or failing to comply with any requirement of this chapter may be subject to an Administrative Citation pursuant to Chapter 8.25.020; however, no administrative citation may be issued for violation of a requirement of this chapter until six months after the Effective Date

of such requirement as specified in Section 8.28.150. Pursuant to Section 8.38.120, eligible Food Providers and Retailers may submit a request to extend the period of time where no administrative citation may be issued for violation of a requirement of this chapter.

- B. Enforcement shall include written notice of noncompliance and a reasonable opportunity to correct or to demonstrate initiation of a request for a waiver or waivers pursuant to Section 8.38.110.
- C. The City Attorney may seek legal, injunctive, or other equitable relief to enforce this chapter.
- D. The remedies and penalties provided in this section are cumulative and not exclusive.

8.38.160 Severability.

If any word, phrase, sentence, part, section, subsection, or other portion of this Chapter, or any application thereof to any person or circumstance is declared void, unconstitutional, or invalid for any reason, then such word, phrase, sentence, part, section, subsection, or other portion, or the proscribed application thereof, shall be severable, and the remaining provisions of this chapter, and all applications thereof, not having been declared void, unconstitutional or invalid, shall remain in full force and effect. The City Council hereby declares that it would have passed this title, and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases had been declared invalid or unconstitutional.

8.38.170 Chapter supersedes existing laws and regulations.

The provisions of this chapter shall supersede any conflicting law or regulations.



CITY COUNCIL REPORT

9.H.

DATE: SEPTEMBER 3, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: MARKISHA GUILLORY, FINANCE DIRECTOR
LILLY WHALEN, COMMUNITY DEVELOPMENT DIRECTOR
SUBJECT: RESTORE BUDGET APPROPRIATION FOR TEMPORARY CONTRACT
PLANNING SERVICES

RECOMMENDATION

City staff recommends that the City Council adopt a resolution approving the Finance Director to restore the budget appropriation for temporary contract planning services in the Building and Planning Fund budget, Planning Division, which was inadvertently removed in anticipation of adding a full-time permanent planner job classification.

BACKGROUND

During a review of the Fiscal Year (FY) 2024/25 budget, staff discovered that the appropriation for contract temporary planning services was not included in the Community Development Department budget. The City relies on ongoing staff augmentation for planning services, given that it does not have full-time permanent planners. During the budget process, the City Council considered the staff recommendation to establish a Planner I-III job series, but given the City's budget situation, the Council decided not to move forward with the new job series.

Staff recommends that the City Council approve the Finance Director to add the appropriation back to the FY 2024/25 Planning and Building budget in the amount of \$180,000 in the professional services line item.

REVIEW AND ANALYSIS

The City relies on ongoing staff augmentation for planning services since it does not have a permanent planner job classification. The City contracts with a firm for senior-level planning services, which is provided three days per week. The cost is approximately \$180,000 per fiscal year, which is budgeted in the Planning Division of the Building and Planning Fund.

FISCAL IMPACT

The fiscal impact is \$180,000, which will be re-budgeted in the professional services line item of the Building and Planning Fund (Fund 212), Planning Division. There is no impact to the General Fund.

ATTACHMENTS

A. Resolution

RESOLUTION NO. 2024-__

A RESOLUTION OF THE CITY OF PINOLE, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, TO AMEND THE FISCAL YEAR (FY) 2024/25 OPERATING AND CAPITAL BUDGET, BUILDING AND PLANNING FUND BUDGET TO RESTORE THE APPROPRIATION FOR PART-TIME TEMPORARY PLANNING SERVICES

WHEREAS, the City Council adopted the Final Proposed Fiscal Year (FY) 2024/25 Operating and Capital Budget for the City of Pinole on June 25, 2024; and

WHEREAS, the City outsources planning services since it has not established a full-time permanent planner job classification; and

WHEREAS, the City budgets for contract planning services annually; and

WHEREAS, during the FY 2024/25 budget development process, staff recommended that the City Council approve a new planner job classification, but due to the City budget situation, the City Council did not approve the new job classification; and

WHEREAS, the original appropriation of \$180,000 for contracted, part-time planning services was removed from the budget in anticipation of the new planner job classification, but was not added back; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pinole approves the Finance Director to restore the budget appropriation in the amount of \$180,000 in the Building and Planning Fund (Fund 212), Planning Division, for contract planning services.

PASSED AND ADOPTED this 3rd day **September 2024**, by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

I hereby certify that the foregoing resolution was introduced, passed and adopted on this 3rd day of **September, 2024**.

Heather Bell, CMC
City Clerk



CITY COUNCIL REPORT

9.I.

DATE: SEPTEMBER 3, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: DAVID HANHAM, PLANNING MANAGER
SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE FOUR-YEAR AGREEMENTS FOR AS-NEEDED ON-CALL PLANNING SERVICES INCLUDING STAFF AUGMENTATION, PLANNING STUDIES AND ENVIRONMENTAL SERVICES

RECOMMENDATION

Staff recommends the City Council adopt a resolution to authorize the City Manager to execute four-year on-call service contracts with planning consultants for as-needed staff augmentation, planning studies and environmental services.

BACKGROUND

The Community Development Department relies on professional services from the private sector to assist in the delivery of projects and services. The services required in the Planning Division include:

1. Administrative services (for example: counter duties, customer information, minor plan checks, ministerial reviews of permits and projects)
2. Planning Services including Planning Studies (for example: General Plans and Amendments, Specific Plans and Amendments, Master Plans, Downtown Studies, Bike and Trail Studies)
3. Environmental Studies (for example: Notice of Exemptions, Initial Studies, Negative Declarations, Mitigated Negative Declarations, and Environmental Impact Reports)

The use of on-call consultants in the Planning Division has been a long-standing practice due to the unpredictable timing and varying nature of workloads and projects. These services are needed to aid in project delivery, minimize response time, create staff efficiencies, and enhance customer service.

Most of the current on-call service contracts for the Planning Division expired in November 2022, except for the contracts with:

- M-Group, which provides administrative planning services through staff augmentation three days per week; and
- Michael Baker International, which is on contract to assist with updating the Development Impact Fees, as well as the City's Housing Element, Safety Element, and

Health and Environmental Justice Element

On April 5, 2024, staff issued a Request for Proposals (RFP) (**Attachment B**) for planning services to complement and support the Planning Division. The RFP was posted to the City's website, emailed directly to consulting firms, and posted to Public Purchase.

REVIEW AND ANALYSIS

The City received fourteen proposals in response to the RFP. An evaluation committee composed of the Community Development Director, Planning Manager, Sustainability Fellow, and Planning Intern was convened to review and rate the proposals based on the criteria outlined in the RFP. Following that review, all fourteen firms were invited to interview with the Community Development Director and the Planning Manager.

Following the interviews, the Community Development Director and the Planning Manager identified thirteen consulting firms as the most qualified to provide services as requested in the RFP. Although all thirteen firms were qualified to complete these services, the Community Development Director and the Planning Manager considered some of the firms to be more qualified in certain areas. The Community Development Director and Planning Manager broke up the firms into three categories; 1) Environmental Only, 2) Planning Services Only, and 3) Planning and Environmental Services. Staff is recommending that the City assign the following firms within the three categories below on a list of firms eligible to perform work for the City in that category over the life of the four-year contract (**Attachment C**). Note that proposals from each firm have been attached to this report; these are the proposals that will be attached to each individual contract. Attachment letters are provided next to the firm's name:

Planning and Environmental Services

- EMC Planning Group (Proposal: **Attachment D**)
- Michael Baker International (Proposal: **Attachment E**)
- Metropolitan Planning Group (M-Group) (Proposal: **Attachment F**)
- MIG Consultants (Proposal: **Attachment G**)
- Placeworks, Inc. (Proposal: **Attachment H**)

Environmental Services Only

- Dudek (Proposal: **Attachment I**)
- FCS International Inc (First Carbon Solutions) (Proposal: **Attachment J**)
- LSA (Proposal: **Attachment K**)
- Stantec (Proposal: **Attachment L**)
- SummitWest Environmental Inc. (Proposal: **Attachment M**)

Planning Services Only

- 4-Leaf, Inc. (Proposal: **Attachment N**)
- CSG Consultants (Proposal: **Attachment P**)
- Good City Company (Proposal: **Attachment P**)

Each firm will serve as a team of consultants on a pre-approved list from which the City may select from to provide planning and environmental services. The City has sole discretion and decision-making power authority in its assignments of planning and environmental services. The City will select and assign services based on several factors, including, but not limited to, the size of the project, the current volume of work assigned to a consultant, and the nature of the project. To be considered for future individual projects, firms on the on-call list will be invited to prepare and submit project-specific work plans and cost proposals based on informal solicitations on an as-needed and as-requested basis.

The City's standard Consulting Agreement (**Attachment C**) will be utilized for each contract. **Attachment C** has been presented with highlighted areas that will be modified with the appropriate information specific to each consultant. Additionally, staff worked with each firm on requested modifications to the standard Consultant Agreement and was able to align on the following additional modifications of the standard agreement applicable to each firm. Note that **Attachment C** is presented in redline to highlight the modifications:

1. Related to the City's authority and discretion in the assignment of services: *The consultant acknowledges and agrees that it is not entitled to deliver any specific amount of materials or services or any materials of services at all under this Agreement and acknowledges and agrees that the Scope of Services will be requested by the City on an as needed basis and at the sole discretion of the City. City does not agree to use Consultant exclusively, nor does the City agree to offer any minimum amount of work to the Consultant. Consultant shall provide only Services specifically requested by the City and in accordance with the terms of this Agreement.*
2. Related to insurance provisions: *Consultant, at its own cost and expense, shall maintain commercial general and automobile liability insurance for the term of this Agreement in an amount not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate. Limits may be met by a combination of primary and umbrella coverages.*
3. Related to Termination: *City may stop work and/or terminate this Agreement upon 7 days' written notice to Consultant, and Consultant has an opportunity to cure any default or breach within the 7-day period.*
4. Related to Options upon Breach by Consultant: *Modified to reflect 7-day period to cure breach; removed City remedy to charge Consultant the difference between the cost to complete the work unfished at the time of breach and the amount that City could have paid if Consultant completed the work.*
5. Related to Records: *Added a clause such that until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both parties unless compelled by law.*
6. Related to Attorney's Fees: *Each party will be responsible for their own attorney's fees.*
7. Related to Force Majeure: *Added force majeure section that frees both parties from default if an extraordinary event directly prevents one or both parties from performing*

FISCAL IMPACT

There is no direct fiscal impact associated with this recommended action. In general, Administrative Services, such as staff augmentation, are partially recoverable. The City's user fee study sets most planning fees at a 50-60% recovery rate. Some tasks, like providing counter information, are not recoverable. Planning Services, including General Plan amendments and Specific Plans, are expected to be recoverable over time through a General Plan maintenance fee paid with some Building Permits. This fee covers their proportionate share of plan maintenance. Environmental Services, such as a Mitigated Negative Declaration for private development, will be paid by the developer at a 100% recovery rate.

The current workload for planning staff augmentation is approximately \$180,000 to \$200,000 annually. Over the next four years, private development projects will require environmental reviews, estimated to cost \$200,000. Additionally, major long-range planning projects, such as a comprehensive update to the General Plan, Specific Plan updates, and an updated General Plan/Specific Plan Environmental Impact Report (EIR), could start at a cost of \$600,000.

Staff anticipates a total of \$1,500,000 in recoverable and non-recoverable costs over the four-year contract term. This amount covers expenses related to planning augmentation, planning studies, updates to long-range planning documents, and environmental services.

Expenditure authorizations will be requested as needed, in accordance with the City's Purchasing Policy and the Council-approved annual budget. Each fiscal year, staff will propose a budget for these services during the annual budget review and approval process. Task Orders will be assigned for each project. Each firm's agreement will be limited to \$600,000 over four years, allowing flexibility in how work is assigned to each firm. However, the total combined work performed by all firms will not exceed the authorized contract amount of \$1,500,000 over the four-year period, unless additional authorization is granted by the City Council.

ATTACHMENTS

- A. Resolution
- B. On Call Planning and Env Services RFP
- C. Redlined Contract for On Call Planning Firms
- D. EMC Proposal
- E. Michael Baker International Proposal
- F. M-Group Proposal
- G. MIG Proposal
- H. PlaceWorks Proposal
- I. Dudek Proposal
- J. FCS International Inc (First Carbon Solutions) Proposal
- K. LSA Proposal
- L. Stantec Proposal
- M. SummitWest Proposal
- N. 4 Leaf Proposal
- O. CSG Proposal
- P. Good City Company Proposal

RESOLUTION NO. 2024 – xx

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE AUTHORIZING THE CITY MANAGER TO AWARD AND EXECUTE A FOUR-YEAR PROFESSIONAL SERVICE CONTRACT FOR PLANNING SERVICES, ON-CALL PLANNING SERVICES, AND ENVIRONMENTAL SERVICES WITH 4-LEAF INC., GOOD CITY COMPANY, DUDEK, EMC PLANNING GROUP, INC., FCS INTERNATIONAL, INC., CSG CONSULTANTS, LSA, METROPOLITAN PLANNING GROUP (M-GROUP), MICHAEL BAKER INTERNATIONAL, INC., MIG CONSULTANTS, PLACEWORKS INC., STANTEC CONSULTING GROUP, AND SUMMITWEST ENVIRONMENTAL, INC. EACH IN THE AMOUNT NOT TO EXCEED \$400,000 AND IN THE TOTAL AGGREGATED AMOUNT NOT TO EXCEED \$800,000

WHEREAS, the Community Development Department relies on professional services from the private sector to assist in the delivery of projects and services; and

WHEREAS, the services required in the Planning Division include on-call planning staff (assist with administrative functions), studies and plans (General Plan/Specific Plan, Parking and Pedestrian Studies, Downtown Master Plans, etc. and environmental services,(preparation of Notices of Exemptions, Negative Declarations, Mitigated Negative Declarations, and Environmental Impact Reports; and

WHEREAS, staff currently relies on several of the on-call service providers to address project service needs, such as General Plan Amendments and on-call planning services; and

WHEREAS, on April 5th, 2024, Staff issued a Request for Proposals (RFP) for on-call planning services, planning services, and environmental service to support the Planning Division; and

WHEREAS, fourteen proposals were received, reviewed and analyzed based on the criteria in the RFP and interviews with the top thirteen firms; and

WHEREAS, 4-Leaf Inc, Good City Company, Dudek, EMC Planning Group Inc, FCS International Inc, CSG Consultants, LSA, Metropolitan Planning Group (M-Group), Michael Baker International Inc. MIG Consultant, Placeworks Inc. Stantec Consulting Group, and SummitWest Environmental Inc; were the most responsive and the most qualified to provide services as requested in the RFP in order to enhance customer service, deliver quality products and create staff efficiencies; and

WHEREAS, each firm will serve as a team of consultants from which staff may select from on an as-needed basis to provide on-call service, planning services and environmental services to complement and support the Planning Division; and

WHEREAS, the total anticipated costs for planning services for on-call services, planning services, and environmental services is \$800,000 over the four-year contract term; and

NOW THEREFORE, BE IT RESOLVED that the above recitals are true and correct and made part of this resolution; and

BE IT FURTHER RESOLVED that the City Council of the City of Pinole approves and authorizes the City Manager to execute a four-year on call professional services contract with the stated firms in this resolution.

PASSED AND ADOPTED at a regular meeting of the Pinole City Council held on the 6th day of August 2024 by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

I, hereby certify that the foregoing resolution was regularly introduced, passed, and adopted on this 6th day of August 2024.

Heather Bell
City Clerk

REQUEST FOR PROPOSALS

On-Call & Environmental Planning Services



Issue Date: April 5, 2024

Questions/Inquires Due: April 19, 2024

Formal RFP Response Deadline: May 6, 2024

Anticipated Contract Award Date: June 4, 2024

Anticipated Start Date of Contract: July 1, 2024

CITY OF PINOLE
COMMUNITY DEVELOPMENT DEPARTMENT
2131 PEAR STREET
PINOLE, CA 94965

REQUEST FOR PROPOSALS

ON-CALL & ENVIRONMENTAL PLANNING SERVICES

INTRODUCTION

The purpose of this Request for Proposal (RFP) is to invite proposals from qualified firms to establish a consultant contract for a period of up to four years to provide professional city planning services for the Planning Division. Through this process, the City aims to award two types of On-Call contracts that cover both (1) Environmental Services and (2) As-Needed General Planning Services. The details of the services needed are outlined in this RFP, and generally include (1) preparing environmental documentation and technical studies to comply with the California Environmental Quality Act (CEQA), and (2) general planning-related development and land use project review including site visits, public counter services, environmental determinations, technical plan check and map review.

This RFP intends to have firms under contract to be available to provide services, on-call, if the City should need them. Selected firms will be required to enter into the City's Standard Consulting Agreement. To be considered for future individual projects selected firms will be invited to prepare and submit project-specific work plans and cost proposals based on informal solicitations on an as-needed and as-requested basis. The City will endeavor to distribute the work to the City's On-Call firms in an equitable manner considering the type and needs of the project and the particular experience of the firms. When entering into a professional services agreement with the selected firm(s) for a period of four years, the City does not guarantee any specific amount of fees related to the work awarded to any firm, nor does it guarantee the initiation of any Task Orders during the duration of the contract.

CITY PROFILE

Pinole is a bayfront community of about 19,000 residents in Contra Costa County, incorporated on June 25, 1903. The City has a land area of more than five square miles and is bordered by Hercules to the North, San Pablo and Richmond to the South, and the unincorporated areas of Tara Hills and El Sobrante to the southeast and southwest of the City. The City is divided by Interstate 80 (I-80) in that approximately 60 percent of the 7,106 total housing units are located on the north of I-80 and 40 percent of the housing units are located on the south of I-80. Pinole is known for its 'big box' shopping opportunities and has over 50 major retailers and restaurants situated within Pinole shopping centers.

Pinole has a well-defined, historic downtown, and a range of residential neighborhoods transitioning from older single-family and mixed residential districts on a traditional street grid around the downtown, to more typically suburban neighborhoods arranged around cul-de-sacs and curvilinear residential streets. Higher density apartment townhome complexes, interspersed with commercial sites, are generally located along and near major arterials.

The City operates on the City Council-City Manager system of local government with five elected council members serving four-year terms with a rotating mayor. City Hall hours of operation are 8:00 am to 4:30 pm, Monday through Thursday. City Hall is closed to the public on Fridays.

BACKGROUND

The City of Pinole has seen a substantial uptick in development over the last five years, including five large housing developments ranging in size from 29 units to 223 units and a large industrial building. The Planning Division also has a significant workload planned for the 23/24, 24/25 and 25/26 fiscal years. In addition to the projected steady increase in planning requests and entitlements, major updates to the City's General Plan are also in the pipeline. These updates include the introduction of a new Health and Environmental Justice Element, as well as an updated Safety Element. Moreover, the City is slated to adopt its first Climate Action and Adaptation Plan. Alongside these updates, the Planning Division will be responsible for implementing the Housing Element, which includes substantial modifications to the Three Corridor Specific Plan and Zoning Ordinance. The City will be looking forward to completing the California Environmental Quality Act (CEQA) clearances for these major projects.

As described above, the Building and Planning Divisions of the Community Development Department in the City have been, and are expected to continue, experiencing a significant amount of activity. To be able to deliver services to the development community and homeowners, in addition to major long-range planning policy work currently underway, the City must continue to augment planning staff. The City of Pinole has used staff augmentation in the recent past to manage the increased amount of activity. Augmenting planning staff allows for efficient and accelerated processing of entitlements and environmental review by the City.

SCOPE OF SERVICES

The purpose of this Request for Proposal (RFP) and Statement of Qualifications is to provide interested consultant firms with sufficient information concerning the services desired by the City of Pinole. This information is intended to enable the firms to prepare and submit qualifications and proposals for providing two categories of services (1) Environmental Planning Services and (2) On-call Planning Services, as described below. Successful consultants need not demonstrate experience or capabilities with all planning and/or environmental functions listed below. The breadth of capabilities, experience or access to specialized technical experts may play a role in the contract size.

A: ENVIRONMENTAL PLANNING SERVICES

The City of Pinole is seeking firms to perform a variety of environmental planning tasks including, but not limited to, the following:

- A. Preparation of Initial Studies and Notices of Preparation.
- B. Preparation of Notices of Determination and the ability to file electronically with the State Clearinghouse, as well as physical copies posted with the Contra Costa County Clerk.
- C. Preparation of Negative Declarations and Mitigated Negative Declarations.

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- D. Preparation of Environmental Impact Reports, Supplemental and Subsequent EIRs, and EIR Addendums.
 - E. Preparation of supporting technical studies, including biological resources and wetlands studies, cultural resources studies, traffic analyses, air quality and GHG analyses, acoustical studies, aesthetics and visual resources analyses, hydrological, geotechnical, and other technical analyses.
 - F. Preparation of Mitigation Monitoring and Reporting Programs, CEQA Findings and Statements of Overriding Considerations, including appropriate resolutions.
 - G. Peer review of technical studies submitted by Project applicants.
 - H. Facilitation of community engagement processes.
 - I. Attendance and presentations at community scoping sessions, Planning Commission and City Council workshops and public hearings.

B: ON-CALL PLANNING SERVICES

The City of Pinole is seeking firms to perform a variety of on-call planning services for all types of projects requesting entitlements, including but not limited to new residential, commercial, and industrial buildings and uses. Selection of firms for on-call services will be based on their:

- 1. Understanding of local City planning and environmental regulations and processes;
- 2. Historic processing time of City documents;
- 3. Ability to prepare products requiring minimal revisions and/or training;
- 4. Costs;
- 5. Knowledge of issues; and
- 6. Availability.

The on-call planning services that a successful applicant would provide include, but are not limited to, the ability to perform the following:

- A. Be present at City Hall and hold regular office hours as agreed upon by staff and Consultant.
- B. Develop and maintain good working relationships with other city departments, other jurisdictions, and the public.
- C. Analyze projects for compliance with the City's General Plan, zoning ordinance, Subdivision Map Act, Design Guidelines, applicable specific plans and other policies.
- D. Review and process ministerial applications and discretionary entitlements, such as: Plan Checks, Zoning Clearances, Sign Permits, Use permits, Variances, Design Review, Tentative Maps, and General Plan and Zoning amendments.
- E. Compile and analyze data on economic, social, environmental, and physical factors affecting land use.
- F. Meet with developers, engineers, property owners, contractors and other individuals to discuss, advice, explain processes and suggest improvements regarding potential projects, pre-applications, development applications, feasibility analysis, conceptual development plans and code interpretation.
- G. Ability to write Planning Commission and City Council staff reports, resolutions, ordinances, conditions of approval, and give oral presentations.

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- H. Attend public hearings and community meetings as necessary.
 - I. Analyze projects for CEQA compliance.
 - J. Ability to review projects and provide comments within timelines specified by the Permit Streamlining Act and the City (shorter timelines may be required for certain projects).
 - K. Provide strong emphasis on the management of multiple projects and competing priorities while maintaining quality, meeting schedules and staying within budget.
 - L. Answer public inquiries by telephone, email or in person at a public counter regarding property zoning and/or General Plan land uses, application submittal requirements, etc.
 - M. Facilitation of special projects.

PROPOSAL CONTENT

The proposal shall clearly address all of the information requested herein. To achieve a uniform review process and obtain the maximum degree of comparability, proposals must be organized and contain all information as specified below:

- A. Cover Letter: Maximum of two pages serving as an executive summary which shall include an understanding of the scope of services. The letter shall acknowledge the acceptance to the terms and conditions of the Consulting Services Agreement (Attachment A) and shall contain a statement that the proposal is valid for ninety (90) days.
- B. Brief Company Profile. General company information including number of employees, location of company headquarters and branch offices, number of years in business and organization, disciplines, and staffing. Describe the general qualifications of the firm as they relate to the work proposed with this RFP.
- C. Organization and Staffing. Provide a list of the consultant's employees and agents whom the consultant anticipates assigning to this project. This list shall include a summary of the qualifications, licenses, and experience of each individual; and the professional Planning level of work to be performed by each individual.
- D. Description and Approach. The proposal should demonstrate the Consultant's knowledge of the needs and objectives of the work proposed under this RFP. Describe your project management approach. Provide a detailed description of how the team, (including sub-consultants if applicable), will be managed.
- E. Schedule of Work (consultants responding to Environmental Planning Services only): Describe your scheduling methodology and approach to schedule management. Provide a typical detailed schedule for all phases of a given project for this general scope of work and proposed services.
- F. Subconsultants – If resources outside the firm may be used to establish a team with a breadth of expertise, list consultants who would provide services and identify their expertise and experience in the specific type of work they would provide to the City.
- G. Cost Proposal. The cost proposal shall include the hourly rate for services. Include any subconsultant's fee schedule, if applicable. This should include hourly billable costs of each team member; Senior Planner, Associate Planner, etc. Describe the approach to cost control and budgeting.
- H. Résumé, Relevant Projects/Services with References. Provide résumés of the individual(s) from the Proposer's firm or entity that will be directly responsible for carrying out the contract, three references to include name, address, contact person and phone number of the

municipality/company, length of time services were provided, and a description of the services provided.

- I. Required Statements/Documents. Include statements of assurance regarding the following requirements:
 1. Disclose any actual, apparent, direct or indirect, or potential conflicts of interest that may exist with respect to the consultant, management, or employees relative to the services to be provided under the Agreement. Consultant must disclose any real or apparent conflict of interest associated with this project or with working for the City of Pinole. If a Consultant has no conflicts of interest, a statement to that effect shall be included in the Proposal.
 2. Ability and agreement to fulfill the indemnification and insurance requirements contained in the standard contract.
 3. A statement that nothing contained in the submitted proposal will be proprietary.
 4. Acknowledgement that the Consultant understands that all documents submitted to the City in connection with the proposal are subject to the California Public Records Act and may be disclosed without notice to the Consultant.
 5. A description of any and all proposed exceptions, alterations or amendments to the Scope of Services or other requirements of this RFP, including the Standard Contract (**Attachment A**).
 6. List and explain any pending bankruptcies, liens, stop payment notices, judgments, lawsuits, arbitrations, mediations, foreclosures, and any similar actions filed or resolved in the past seven (7) years. Please indicate whether a client has ever terminated a contract for breach, and if so, please explain.

SUBMITTAL

Consultants shall submit one (1) electronic copy in PDF format of the Consultant's proposal by email to LWhalen@ci.pinoles.ca.us. Proposal submission described above must reach us prior to **5:00 PM (local), May 6, 2024 (Proposal Submission Deadline)**.

AMENDMENTS TO THE RFP

The City reserves the right to amend the RFP by addendum prior to the final proposal submittal date.

QUESTIONS AND INQUIRES

All questions and inquiries must be submitted via email to Lilly Whalen at LWhalen@ci.pinoles.ca.us. The deadline to submit questions is April 19, 2024. It shall be the Consultant's responsibility to check the City of Pinole or Public Purchase websites to obtain any addenda that may be issued. Addenda to this RFP will be posted on the [City of Pinole website](#) and [Public Purchase website](#). One comprehensive response to all submitted questions will be posted on the City's website. Do not contact other individuals or City departments in this regard. Information provided by anyone other than the above contact may be invalid and proposals which are submitted in accordance with such information may be declared non-responsive.

TIMELINE

The following table is an outline of the anticipated schedule for the proposal review and contract award. The schedule is subject to change. The selected consultants must be available to commence work as soon as July 1, 2024 as outlined in the table below.

Milestone	Date	Time
RFP Released for Project	April 4, 2024	5pm
Deadline to submit questions and requests for clarifications	April 19, 2024	5pm
Answers to questions and requests for clarifications posted	April 26, 2024	5pm
Proposal Submission Deadline	May 6, 2024	5pm
Proposals Reviewed by City Staff	May 7-10, 2024	
City Staff Interview Top Firms	May 13, 2024	Hold all day
City Council Contract Award (anticipated)	June 4, 2024	
Work Commences	July 1, 2024	

EVALUATION CRITERIA

The City intends to engage the most qualified consultant(s) available that demonstrate a thorough understanding of the City's needs. City staff will use the following criteria to evaluate proposals, for a total of 100 points:

- Understanding of Work to be Performed (the Scope of Services): 15 points
- Demonstrated Quality Firm and Professional Staff Technical Skill, Experience, Performance and Approach: 25 points
- Familiarity with City, County, and State Procedures: 20 points
- Firm's and Professional Staff References/Satisfaction of Clients: 15 points
- Completeness and Quality of Proposal: 15 points
- Cost Approach to performing this type of service: 10 points

The City may request a qualification interview with the highest ranked consultant(s) prior to determining the final ranking. The City reserves the right to reject any and all proposals.

GENERAL TERMS AND CONDITIONS

1. The City is not liable for any expenses incurred by any proposer prior to issuing the contract.
2. The Consultant, once selected, is required to submit monthly billings.

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3. The Consultant selected for the project must obtain a City business tax certificate and maintain liability and workers compensation insurance coverage in accordance with the City Professional Services Agreement template, attached.
 4. All work product generated by the Agreement will be owned by the City.
 5. This solicitation for proposals does not commit the City to enter a contract or to pay any costs incurred in the preparation of the proposal.
 6. The City reserves the right to accept or reject any and all proposals, and to negotiate with any and all qualified Consultants, or to cancel in part or in its entirety this RFP.
 7. The City reserves the right to accept any proposal received, to reject any or all proposals, in whole or in part, to waive irregularities, formalities, or both, as deemed appropriate, to request clarification of any submittal, and to negotiate with the preferred Consultant to provide the requested services.
 8. The City hereby notifies all Consultants that no person will be excluded from participation in, denied any benefits of, or otherwise discriminated against in connection with the award and performance of any contract on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, or veteran status.
 9. Once the Consultant is selected, the City and the Consultant will execute the City's Professional Services Agreement, which will set forth the scope of work, the estimated time schedule, and the applicable rates and reimbursements.
 10. All proposals submitted in response to this RFP will become the property of the City upon submission and a matter of public record pursuant to applicable law (including the California Public Records Act, Government Code section 6250 and following). The City reserves the right to make copies of all proposals available for inspection and copying by interested members of the public as records of the City and the City will be under no obligation to the Consultant to withhold such records. Insofar as a proposals contains information that the Consultant regards as proprietary and confidential, it is the responsibility of the Consultant (and not the City) to specifically identify which items of information are proprietary and clearly identify in writing which specific pieces of information are proprietary. It will be insufficient for the Consultant to merely identify the entire proposal or an entire page or set of pages of proprietary information. Not-to-exceed sums, hourly rates and the like that may be set forth in the proposal will not constitute proprietary information nor will any information readily available to the general public or any other information not regarded as proprietary and confidential under federal or state law.

ADDRESS PROPOSALS AND QUESTIONS TO:

Lilly Whalen
Community Development Director
LWhalen@ci.pinole.ca.us
(510) 724-9832



PROPOSALS ARE DUE ON MAY 6, 2024 BY 5PM

SUBMIT VIA EMAIL ONLY TO:

LWhalen@ci.pinole.ca.us

All proposals must remain firm for a period of ninety (90) days following the last day to accept proposals

ATTACHMENT A: STANDARD PROFESSIONAL SERVICES CONTRACT

CONSULTING SERVICES AGREEMENT
BETWEEN THE CITY OF PINOLE AND

[NAME OF CONSULTANT]

THIS AGREEMENT for consulting services is made by and between the City of Pinole ("City") and

("Consultant") (together sometimes referred to as the "Parties") as of
, 20 (the "Effective Date") in Pinole, California.

Section 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in the Scope of Work attached as Exhibit A at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

1.1 **Term of Services.** The term of this Agreement shall begin on the Effective Date and shall end on , and Consultant shall complete the work described in Exhibit A by that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as provided for in Section 8.

1.2 **Standard of Performance.** Consultant shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Consultant is engaged in the geographical area in which Consultant practices its profession. Consultant shall prepare all work products required by this Agreement in a professional manner and shall conform to the standards of quality normally observed by a person practicing in Consultant's profession.

1.3 **Assignment of Personnel.** Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

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- 1.4 **Time.** Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Section 1.1 above and to satisfy Consultant's obligations hereunder.

Section 2. **COMPENSATION.** City hereby agrees to pay Consultant an amount not to exceed

, for all work set forth in Exhibit A and all reimbursable expenses incurred in performing the work. In the event of a conflict between this Agreement and Consultant's proposal regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for services rendered pursuant to this Agreement.

Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City, Consultant shall not bill City for duplicate services performed by more than one person.

Consultant and City acknowledge and agree that compensation paid by City to Consultant under this Agreement is based upon Consultant's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Consultant. Consequently, the parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

- 2.1 **Invoices.** Consultant shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. Invoices shall contain the following information:

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- The beginning and ending dates of the billing period;

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- A Task Summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;
 - At City's option, for each work item in each task, a copy of the applicable time entries or time sheets shall be submitted showing the name of the person doing the work, the hours spent by each person, a brief description of the work, and each reimbursable expense;
 - The total number of hours of work performed under the Agreement by Consultant and each employee, agent, and subcontractor of Consultant performing services hereunder, as well as a separate notice when the total number of hours of work by Consultant and any individual employee, agent, or subcontractor of Consultant reaches or exceeds 800 hours, which shall include an estimate of the time necessary to complete the work described in Exhibit A;
 - The Consultant's signature.

2.2 **Monthly Payment.** City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Consultant.

2.3 **Final Payment.** City shall pay the last 10% of the total sum due pursuant to this Agreement within sixty (60) days after completion of the services and submittal to City of a final invoice, if all services required have been satisfactorily performed.

2.4 **Total Payment.** City shall pay for the services to be rendered by Consultant pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever

incurred by Consultant in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Consultant submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire

Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.5 **Hourly Fees.** Fees for work performed by Consultant on an hourly basis shall not exceed the amounts shown on the following fee schedule attached hereto as Exhibit B.

2.6 **Reimbursable Expenses.** Reimbursable expenses are specified in Exhibit B, and shall not exceed (\$). Expenses not listed in Exhibit B are not chargeable to City. Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.

2.7 **Payment of Taxes.** Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.8 **Payment upon Termination.** In the event that the City or Consultant terminates this Agreement pursuant to Section 8, the City shall compensate the Consultant for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Consultant shall maintain adequate logs and timesheets in order to verify costs incurred to that date.

2.9 **Authorization to Perform Services.** The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

Section 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Consultant shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Consultant only the facilities and equipment listed in Exhibit C, and only under the terms and conditions set forth therein.

Section 4. INSURANCE REQUIREMENTS. Before beginning any services under this Agreement, Consultant, at its own cost and expense, shall procure the types and amounts of insurance specified herein and maintain that insurance throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid or proposal. Consultant shall be fully responsible for the acts and omissions of its subcontractors or other agents.

- 4.1 **Workers' Compensation.** Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant in the amount required by applicable law. The requirement to maintain Statutory Workers' Compensation and Employer's Liability Insurance may be waived by the City upon written verification that Consultant is a sole proprietor and does not have any employees and will not have any employees during the term of this Agreement.
- 4.2 Commercial General and Automobile Liability Insurance
 - 4.2.1 **General requirements.** Consultant, at its own cost and expense, shall maintain commercial general and automobile liability insurance for the term of this Agreement in an amount not less than TWO MILLION DOLLARS (\$2,000,000) per occurrence and FOUR MILLION DOLLARS (\$4,000,000) aggregate, combined single limit coverage for risks associated with the work contemplated by this Agreement.
 - 4.2.2 **Minimum scope of coverage.** Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (most recent edition) covering any auto (Code 1), or if Consultant has no owned autos, hired (code 8) and non-owned autos (Code 9). No endorsement shall be attached limiting the coverage.
 - 4.2.3 **Additional requirements.** Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:
 - a. The Commercial General and Automobile Liability Insurance shall cover on an occurrence basis.

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- b. City, its officers, officials, employees, agents, and volunteers shall be covered as additional insureds for liability arising out of work or operations on behalf of the Consultant, including materials, parts, or equipment furnished in connection with such work or operations; or automobiles owned, leased, hired, or borrowed by the Consultant. Coverage can be provided in the form of an endorsement to the Consultant's insurance at least as broad as CG 20 10 11 85, or both CG 20 10 10 01 and CG 20 37 10 01.
 - c. For any claims related to this Agreement or the work hereunder, the Consultant's insurance covered shall be primary insurance as respects the City, its officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, agents or volunteers shall be excess of the Consultant's insurance and non-contributing.
 - d. The policy shall cover inter-insured suits and include a "separation of Insureds" or "severability" clause which treats each insured separately.
 - e. Consultant agrees to give at least 30 days prior written notice to City before coverage is canceled or modified as to scope or amount.

4.3 PROFESSIONAL LIABILITY INSURANCE.

- 4.3.1 **General requirements.** Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than ONE MILLION DOLLARS (\$1,000,000) per occurrence or claim covering the Consultant's errors and omissions.
- 4.3.2 **Claims-made limitations.** The following provisions shall apply if the professional liability coverage is written on a claims-made form:
 - a. The retroactive date of the policy must be shown and must be before the date of the Agreement.

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- b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the Agreement or the work.
 - c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Consultant must provide extended reporting coverage for a minimum of five (5) years after completion of work under this Agreement.
 - d. A copy of the claim reporting requirements must be submitted to the City prior to the commencement of any work under this Agreement.

4.4 ALL POLICIES REQUIREMENTS.

- 4.4.1 **Submittal Requirements.** Consultant shall submit the following to City prior to beginning services:
 - a. Certificate of Liability Insurance in the amounts specified in this Agreement; and
 - b. Additional Insured Endorsement as required for the General Commercial and Automobile Liability Policies.
- 4.4.2 **Acceptability of insurers.** All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.
- 4.4.3 **Deductibles and Self-Insured Retentions.** Insurance obtained by the Consultant shall have a self-insured retention or deductible of no more than ONE HUNDRED THOUSAND DOLLARS (\$100,000).
- 4.4.4 **Wasting Policies.** No policy required herein shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).
- 4.4.5 **Waiver of Subrogation.** Consultant hereby agrees to waive subrogation which any insurer or contractor may require from Consultant by virtue of the payment of any loss. Consultant agrees to obtain any endorsements that may be necessary to effect this waiver of subrogation, but this provision applies regardless of whether or not

the City has received a waiver of subrogation endorsement from the insurer.

4.4.6 **Subcontractors.** Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein, and Consultant shall ensure that City, its officers, officials, employees, agents, and volunteers are covered as additional insured on all coverages.

4.4.7 **Excess Insurance.** If Consultant maintains higher insurance limits than the minimums specified herein, City shall be entitled to coverage for the higher limits maintained by the Consultant.

4.5 **Remedies.** In addition to any other remedies City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option: 1) obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement; 2) order Consultant to stop work under this Agreement and withhold any payment that becomes due to Consultant hereunder until Consultant demonstrates compliance with the requirements hereof; and/or 3) terminate this Agreement.

Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES.

5.1 **General Indemnification.** To the fullest extent permitted by law, Contractor shall defend, indemnify and hold City, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged negligent acts, omissions or willful misconduct of Contractor, its officials, officers, employees, agents, subcontractors and subcontractors arising out of or in connection with the performance of the Services, the Project or this Agreement, including without limitation the payment of all consequential damages, attorneys' fees and other related costs and expenses. Contractor shall defend, at Contractor's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against City, its directors, officials, officers, employees, agents or volunteers. Contractor shall pay and satisfy any judgment, award or decree that may be rendered against City or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or

other legal proceeding. Contractor shall reimburse City and its directors, officials, officers, employees, agents and/or volunteers, for any and all legal expenses and costs, including reasonable attorneys' fees, incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by City or its directors, officials, officers, employees, agents or volunteers. Notwithstanding the foregoing, to the extent Contractor's Services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Contractor. This Section 5.1 shall survive any expiration or termination of this Agreement.

- 5.2 **PERS Indemnification.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

SECTION 6. STATUS OF CONSULTANT.

- 6.1 **Independent Contractor.** At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of City. City shall have the right to control Consultant only insofar as the results of Consultant's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subparagraph 1.3; however, otherwise City shall not have the right to control the means by which Consultant accomplishes services rendered pursuant to this Agreement. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

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- 6.2 **Consultant No Agent.** Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

SECTION 7. LEGAL REQUIREMENTS.

- 7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.
- 7.2 **Compliance with Applicable Laws.** Consultant and any subcontractors shall comply with all laws applicable to the performance of the work hereunder.
- 7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Consultant and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.
- 7.4 **Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Consultant represents and warrants to City that Consultant and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.
- 7.5 **Pinole Business License.** Consultant shall obtain a City of Pinole business license according to the terms of Title 5 of the City of Pinole Municipal Code and deliver to City proof of such business license prior to beginning work under this Agreement. Work under this Agreement cannot begin until the City receives proof that Consultant has obtained a City of Pinole business license.

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- 7.6 **Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, marital status, sex, or sexual orientation, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Consultant under this Agreement. Consultant shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement, including but not limited to the satisfaction of any positive obligations required of Consultant thereby.

Consultant shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

SECTION 8. TERMINATION AND MODIFICATION.

- 8.1 **Termination.** City may cancel this Agreement at any time and without cause upon written notification to Consultant.

In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the City in connection with this Agreement.

- 8.2 **Extension.** City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall be specified in writing by the City. Consultant understands and agrees that if City issues such an extension, City shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized

by the City, City shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

8.3 **Amendments.** The parties may amend this Agreement only by a writing signed by all the parties.

8.4 **Assignment and Subcontracting.** City and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique professional competence, experience, and specialized professional knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the personal reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the City. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the City.

8.5 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant shall survive the termination of this Agreement.

8.6 **Options upon Breach by Consultant.** If Consultant materially breaches any of the terms

of this Agreement, City's remedies shall included, but not be limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;

8.6.3 Retain a different consultant to complete the work described in Exhibit A not finished by Consultant; or

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- 8.6.4 Charge Consultant the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Consultant pursuant to Section 2 if Consultant had completed the work.

SECTION 9. KEEPING AND STATUS OF RECORDS.

- 9.1 **Records Created as Part of Consultant's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and
- agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both parties.
- 9.2 **Consultant's Books and Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement.
- 9.3 **Inspection and Audit of Records.** Any records or documents that Section 9.2 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds TEN THOUSAND DOLLARS (\$10,000.00), the Agreement shall be subject

to the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of three (3) years after final payment under the Agreement.

SECTION 10 MISCELLANEOUS PROVISIONS.

- 10.1 **Attorneys' Fees.** If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.
- 10.2 **Venue.** In the event that either party brings any action against the other under this Agreement, the parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Contra Costa or in the United States District Court for the Northern District of California.
- 10.3 **Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.
- 10.4 **No Implied Waiver of Breach.** The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.
- 10.5 **Successors and Assigns.** The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the parties.

10.6 **Use of Recycled Products.** Consultant shall endeavor to prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.

10.7 **Conflict of Interest.** Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Consultant in a “conflict of interest,” as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Consultant shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Sections 1090 *et seq.*

Consultant hereby warrants that it is not now, nor has it been in the previous twelve (12) months, an employee, agent, appointee, or official of the City. If Consultant was an employee, agent, appointee, or official of the City in the previous twelve months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant understands that, if this Agreement is made in violation of Government Code §1090 *et seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Consultant will be required to reimburse the City for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of Government Code § 1090 and, if applicable, will be disqualified from holding public office in the State of California.

Consultant will comply with all conflict of interest laws and regulations including, without limitation, City’s Conflict of Interest Code (on file in the City Clerk’s Office). It is incumbent upon the Consultant or Consultant’s firm to notify the City pursuant to section 10.10 Notices of any staff changes relating to this Agreement.

- a. In accomplishing the scope of services of this Agreement, all officers, employees and/or agents of Consultant(s), unless as indicated in Subsection b., will be performing a very limited and closely supervised function, and, therefore, are unlikely to have a conflict of interest arise. No

disclosures are required for any officers, employees, and/or agents of Consultant, except as indicated in Subsection b.

Initialed by City Attorney’s Office

- b. In accomplishing the scope of services of this Agreement, Consultant(s) will be performing a specialized or general service for the City, and there is substantial likelihood that the Consultant’s work product will be presented, either written or orally, for the purpose of influencing a governmental decision. As a result, the following Consultant(s) shall be subject to the Disclosure Category “1-5” of the City’s Conflict of Interest Code:

10.8 **Solicitation.** Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.9 **Contract Administration.** This Agreement shall be administered by _____ who shall act as the City’s representative.
All correspondence shall be directed to or through _____ or his or her designee.

10.10 **Notices.** Any written notice to Consultant shall be sent to:

Any written notice to City shall be sent to:

- _____
- _____
- _____
- 10.11 **Professional Seal.** Where applicable in the determination of the City, the first page of a technical report, first page of design specifications, and each page of construction drawings shall be stamped/sealed and signed by the licensed professional responsible for the report/design preparation.
- 10.12 **Integration; Incorporation.** This Agreement, including all the exhibits attached hereto, represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral. All exhibits attached hereto are incorporated by reference herein.
- 10.13 **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

The Parties have executed this Agreement as of the Effective Date.

CITY OF PINOLE

CONSULTANT

Andrew Murray, City Manager

[NAME, TITLE]

Consultant's City of Pinole Business
License #:_

Attest:

Heather Bell, City Clerk
Approved as to Form:

Eric S. Casher, City Attorney

EXHIBIT A
SCOPE OF SERVICES

EXHIBIT B

COMPENSATION SCHEDULE AND HOURLY FEES

EXHIBIT C
CITY-FURNISHED FACILITIES

City shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with City employees and reviewing records and the information in possession of the City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall City be obligated to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

**CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF PINOLE AND
[NAME OF CONSULTANT]**

THIS AGREEMENT for consulting services is made by and between the City of Pinole ("City") and [NAME OF CONSULTANT] ("Consultant") (together sometimes referred to as the "Parties") as of _____, 20__ (the "Effective Date") in Pinole, California.

Section 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in the Scope of Work attached as Exhibit A at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

1.1 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on _____ June 30, 2028, and Consultant shall complete the work described in Exhibit A by that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as provided for in Section 8.

1.2 Standard of Performance. Consultant shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Consultant is engaged in the geographical area in which Consultant practices its profession. Consultant shall prepare all work products required by this Agreement in a professional manner and shall conform to the standards of quality normally observed by a person practicing in Consultant's profession.

1.3 Assignment of Personnel. Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 Time. Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Section 1.1 above and to satisfy Consultant's obligations hereunder.

4.11.5 Assignment of Services. Consultant acknowledges and agrees that it is not entitled to deliver any specific amount of materials or services or any materials or services at all under this Agreement and acknowledges and agrees that the Scope of Services will be requested by the City on an as needed basis and at the sole discretion of the City. City does not agree to use Consultant exclusively, nor does the City agree to offer any minimum amount of work to Consultant. Consultant shall provide only Services specifically requested by the City and in accordance with the terms of this Agreement.

Section 2. COMPENSATION. City hereby agrees to pay Consultant an amount not to exceed Six-Hundred Thousand Dollars (\$600,000), for all work set forth in Exhibit A and all reimbursable expenses incurred in performing the work. In the event of a conflict between this Agreement and Consultant's proposal regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for services rendered pursuant to this Agreement.

Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City, Consultant shall not bill City for duplicate services performed by more than one person.

Consultant and City acknowledge and agree that compensation paid by City to Consultant under this Agreement is based upon Consultant's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Consultant. Consequently, the parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 Invoices. Consultant shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. Invoices shall contain the following information:

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- The beginning and ending dates of the billing period;
- A Task Summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;
- At City's option, for each work item in each task, a copy of the applicable time entries or time sheets shall be submitted showing the name of the person doing the work, the hours spent by each person, a brief description of the work, and each reimbursable expense;
- The total number of hours of work performed under the Agreement by Consultant and each employee, agent, and subcontractor of Consultant performing services hereunder, as well as a separate notice when the total number of hours of work by Consultant and any individual employee, agent, or subcontractor of Consultant reaches or exceeds 800 hours, which shall include an estimate of the time necessary to complete the work described in Exhibit A;
- The Consultant's signature.

2.2 Monthly Payment. City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Consultant.

- 2.3 Final Payment.** City shall pay the last 10% of the total sum due pursuant to this Agreement within sixty (60) days after completion of the services and submittal to City of a final invoice, if all services required have been satisfactorily performed.
- 2.4 Total Payment.** City shall pay for the services to be rendered by Consultant pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Consultant in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.
- In no event shall Consultant submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.
- 2.5 Hourly Fees.** Fees for work performed by Consultant on an hourly basis shall not exceed the amounts shown on the following fee schedule attached hereto as Exhibit B.
- 2.6 Reimbursable Expenses.** There are no reimbursable expenses.
- 2.7 Payment of Taxes.** Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.
- 2.8 Payment upon Termination.** In the event that the City or Consultant terminates this Agreement pursuant to Section 8, the City shall compensate the Consultant for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Consultant shall maintain adequate logs and timesheets in order to verify costs incurred to that date.
- 2.9 Authorization to Perform Services.** The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

Section 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Consultant shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Consultant only the facilities and equipment listed in Exhibit C, and only under the terms and conditions set forth therein.

Section 4. INSURANCE REQUIREMENTS. Before beginning any services under this Agreement, Consultant, at its own cost and expense, shall procure the types and amounts of insurance specified herein and maintain that insurance throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid or proposal. Consultant shall be fully responsible for the acts and omissions of its subcontractors or other agents.

4.1 **Workers' Compensation.** Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant in the amount required by applicable law. The requirement to maintain Statutory Workers' Compensation and Employer's Liability Insurance may be waived by the City upon written verification that Consultant is a sole proprietor and does not have any employees and will not have any employees during the term of this Agreement. Limits may be met by a combination of primary and umbrella coverages.

4.2 **Commercial General and Automobile Liability Insurance.**

4.2.1 **General requirements.** Consultant, Consultant, at its own cost and expense, shall maintain commercial general and automobile liability insurance for the term of this Agreement in an amount not less than ~~TWO-ONE~~ MILLION DOLLARS (\$~~21~~,000,000) per occurrence and ~~FOUR-TWO~~ MILLION DOLLARS (\$~~42~~,000,000) aggregate, combined single limit coverage for risks associated with the work contemplated by this Agreement.

4.2.2 **Minimum scope of coverage.** Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (most recent edition) covering any auto (Code 1), or if Consultant has no owned autos, hired (code 8) and non-owned autos (Code 9). No endorsement shall be attached limiting the coverage.

4.2.3 **Additional requirements.** Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

- a. The Commercial General and Automobile Liability Insurance shall cover on an occurrence basis.
- b. City, its officers, officials, employees, agents, and volunteers shall be covered as additional insureds for liability arising out of work or operations on behalf of the Consultant, including materials, parts, or equipment furnished in connection with such work or operations; or automobiles owned, leased, hired, or borrowed by the Consultant. Coverage can be provided in the form of an endorsement to the Consultant's insurance at least as broad as CG 20 10 11 85, or both CG 20 10 10 01 and CG 20 37 10 01.
- c. For any claims related to this Agreement or the work hereunder, the Consultant's insurance covered shall be primary insurance as respects the City, its officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, agents or volunteers shall be excess of the Consultant's insurance and non-contributing.

- d. The policy shall cover inter-insured suits and include a “separation of Insureds” or “severability” clause which treats each insured separately.
- e. Consultant agrees to give at least 30 days prior written notice to City before coverage is canceled or modified as to scope or amount.

4.3 Professional Liability Insurance.

4.3.1 General requirements. Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than ONE MILLION DOLLARS (\$1,000,000) per occurrence or claim covering the Consultant’s errors and omissions.

4.3.2 Claims-made limitations. The following provisions shall apply if the professional liability coverage is written on a claims-made form:

- a. The retroactive date of the policy must be shown and must be before the date of the Agreement.
- b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the Agreement or the work.
- c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Consultant must provide extended reporting coverage for a minimum of five (5) years after completion of work under this Agreement.
- d. A copy of the claim reporting requirements must be submitted to the City prior to the commencement of any work under this Agreement.

4.4 All Policies Requirements.

4.4.1 Submittal Requirements. Consultant shall submit the following to City prior to beginning services:

- a. Certificate of Liability Insurance in the amounts specified in this Agreement; and
- b. Additional Insured Endorsement as required for the General Commercial and Automobile Liability Policies.

4.4.2 Acceptability of insurers. All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

- 4.4.3 **Deductibles and Self-Insured Retentions.** Insurance obtained by the Consultant shall have a self-insured retention or deductible of no more than ONE HUNDRED THOUSAND DOLLARS (\$100,000).
- 4.4.4 **Wasting Policies.** No policy required herein shall include a “wasting” policy limit (i.e. limit that is eroded by the cost of defense).
- 4.4.5 **Waiver of Subrogation.** Consultant hereby agrees to waive subrogation which any insurer or contractor may require from Consultant by virtue of the payment of any loss. Consultant agrees to obtain any endorsements that may be necessary to effect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.
- 4.4.6 **Subcontractors.** Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein, and Consultant shall ensure that City, its officers, officials, employees, agents, and volunteers are covered as additional insured on all coverages.
- 4.4.7 **Excess Insurance.** If Consultant maintains higher insurance limits than the minimums specified herein, City shall be entitled to coverage for the higher limits maintained by the Consultant.
- 4.5 **Remedies.** In addition to any other remedies City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option: 1) obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement; 2) order Consultant to stop work under this Agreement and withhold any payment that becomes due to Consultant hereunder until Consultant demonstrates compliance with the requirements hereof; and/or 3) terminate this Agreement.

Section 5. INDEMNIFICATION AND CONSULTANT’S RESPONSIBILITIES.

- 5.1 **General Indemnification.** To the fullest extent permitted by law, Contractor shall defend, indemnify and hold City, its officials, officers, employees volunteers and agents free and harmless from- and any all claims , demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged negligent acts, omissions or willful misconduct of Contractor, its officials, officers, employees, agents, subcontractors and subcontractors arising out of or in connection with the performance of the Services, the Project or this Agreement, including without limitation the payment of all consequential damages, attorneys’ fees and other related costs and expenses. Contractor shall defend, at Contractor's own cost, expense and risk, any and all such aforesaid suits, actions or

other legal proceedings of every kind that may be brought or instituted against City, its directors, officials, officers, employees, agents, or volunteers. Contractor shall pay and satisfy any judgment, award or decree that may be rendered against City or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding. Contractor shall reimburse City and its directors, officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs, including reasonable attorneys' fees, incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by City or its directors, officials, officers, employees, agents and/or volunteers. Notwithstanding the foregoing, to the extent Contractor's Services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Contractor. This Section 5.1 shall survive any expiration or termination of this Agreement.

- 5.2 PERS Indemnification.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Section 6. STATUS OF CONSULTANT.

- 6.1 Independent Contractor.** At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of City. City shall have the right to control Consultant only insofar as the results of Consultant's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subparagraph 1.3; however, otherwise City shall not have the right to control the means by which Consultant accomplishes services rendered pursuant to this Agreement. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.
- 6.2 Consultant No Agent.** Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

Consulting Services Agreement between City of Pinole
and [Insert Consultant's Name]

[Insert Date]
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- 7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.
- 7.2 **Compliance with Applicable Laws.** Consultant and any subcontractors shall comply with all laws applicable to the performance of the work hereunder.
- 7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Consultant and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.
- 7.4 **Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Consultant represents and warrants to City that Consultant and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.
- 7.5 **Pinole Business License.** Consultant shall obtain a City of Pinole business license according to the terms of Title 5 of the City of Pinole Municipal Code and deliver to City proof of such business license prior to beginning work under this Agreement. Work under this Agreement cannot begin until the City receives proof that Consultant has obtained a City of Pinole business license.
- 7.6 **Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, marital status, sex, or sexual orientation, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Consultant under this Agreement. Consultant shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement, including but not limited to the satisfaction of any positive obligations required of Consultant thereby.

Consultant shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

- 8.1 **Termination.** City may cancel this Agreement at any time and without cause upon seven (7) day written notification to Consultant. Consultant shall have the opportunity to cure any default or breach of during this seven (7) day period and prior to termination.

In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the City in connection with this Agreement.

- 8.2 **Extension.** City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall be specified in writing by the City. Consultant understands and agrees that if City issues such an extension, City shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the City, City shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

- 8.3 **Amendments.** The parties may amend this Agreement only by a writing signed by all the parties.

- 8.4 **Assignment and Subcontracting.** City and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique professional competence, experience, and specialized professional knowledge. Moreover, a substantial ~~inducement~~ reason for to- City for entering into this Agreement was and is the personal reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the City. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the City.

- 8.5 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant shall survive the termination of this Agreement as required by law. -

- 8.6 **Options upon Breach by Consultant.** If Consultant materially breaches any of the terms of this Agreement, and does not cure such breach within seven (7) days of receiving notice of such breach. City's remedies shall included, but not be limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;

8.6.3 Retain a different consultant to complete the work described in Exhibit A not finished by Consultant; or

~~8.6.4 Charge Consultant the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Consultant pursuant to Section 2 if Consultant had completed the work.~~

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 Records Created as Part of Consultant's Performance. All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and

agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both parties unless compelled by law.

9.2 Consultant's Books and Records. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement.

9.3 Inspection and Audit of Records. Any records or documents that Section 9.2 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds TEN THOUSAND DOLLARS (\$10,000.00), the Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of three (3) years after final payment under the Agreement.

Section 10 MISCELLANEOUS PROVISIONS.

~~10.1~~

~~**10.210.1 Attorneys' Fees.** If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, each party shall be responsible for its own legal and attorney's fees. the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to~~

~~which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.~~

10.310.2 Venue. In the event that either party brings any action against the other under this Agreement, the parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Contra Costa or in the United States District Court for the Northern District of California.

10.410.3 Severability. If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.510.4 No Implied Waiver of Breach. The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.610.5 Successors and Assigns. The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the parties.

10.710.6 Use of Recycled Products. Consultant shall endeavor to prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.

10.810.7 Conflict of Interest. Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Consultant in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Consultant shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Sections 1090 *et seq.*

Consultant hereby warrants that it is not now, nor has it been in the previous twelve (12) months, an employee, agent, appointee, or official of the City. If Consultant was an employee, agent, appointee, or official of the City in the previous twelve months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant understands that, if this Agreement is made in violation of Government Code §1090 *et seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Consultant will be required to reimburse the City for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of Government Code § 1090 and, if applicable, will be disqualified from holding public office in the State of California.

Consultant will comply with all conflict of interest laws and regulations including, without limitation, City's Conflict of Interest Code (on file in the City Clerk's Office). It is incumbent upon the Consultant or Consultant's firm to notify the City pursuant to section 10.10 Notices of any staff changes relating to this Agreement.

- a. In accomplishing the scope of services of this Agreement, all officers, employees and/or agents of Consultant(s), unless as indicated in Subsection b., will be performing a very limited and closely supervised function, and, therefore, are unlikely to have a conflict of interest arise. No disclosures are required for any officers, employees, and/or agents of Consultant, except as indicated in Subsection b.

Initialed by City Attorney's Office

- b. In accomplishing the scope of services of this Agreement, Consultant(s) will be performing a specialized or general service for the City, and there is substantial likelihood that the Consultant's work product will be presented, either written or orally, for the purpose of influencing a governmental decision. As a result, the following Consultant(s) shall be subject to the Disclosure Category "1-5" of the City's Conflict of Interest Code:

10.910.8 Solicitation. Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.1010.9 Contract Administration. This Agreement shall be administered by the Community Development Director who shall act as the City's representative. All correspondence shall be directed to or through the Community Development Director or his or her designee.

10.1110.10 Notices. Any written notice to Consultant shall be sent to:

[Consultant Name]
[Attn: Position Name]

[Mailing Address]

Any written notice to City shall be sent to:

City of Pinole
Attn: City Manager
2131 Pear Street
Pinole, CA 94564

10.1210.11 Professional Seal. Where applicable in the determination of the City, the first page of a technical report, first page of design specifications, and each page of construction drawings shall be stamped/sealed and signed by the licensed professional responsible for the report/design preparation.

10.1310.12 Integration; Incorporation. This Agreement, including all the exhibits attached hereto, represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral. All exhibits attached hereto are incorporated by reference herein.

<u>Exhibit A</u>	Scope of Services
<u>Exhibit B</u>	Compensation Schedule and Hourly Fees
<u>Exhibit C</u>	City Furnished Facilities

10.13 Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

10.14 Force Majeure. Neither party shall be deemed to be in default on account of any delays or failure to perform its obligations under this Agreement, which directly results from an act of God, accident, riots, war, terrorist acts, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, erroneous data provided to consultant, natural catastrophe, government acts or omissions, changes in laws or regulations, national strikes, fire, explosions, generalized lack of availability or raw materials and energy.

The Parties have executed this Agreement as of the Effective Date.

CITY OF PINOLE

CONSULTANT

Kelcey Young, City Manager

[NAME, TITLE]

Consultant's City of Pinole Business

Consulting Services Agreement between City of Pinole
and [Insert Consultant's Name]

[Insert Date]
Page 13 of 17

License #: _____

Attest:

Heather Bell, City Clerk
Approved as to Form:

Eric S. Casher, City Attorney

EXHIBIT A SCOPE OF SERVICES

The Consultant's scope of services will include the scope of work listed on pages [insert page numbers] of the Consultant's proposal of [insert proposal date], and any modifications or additions agreed to by the Parties in writing and signed by the parties pursuant to Section 8.3.

EXHIBIT B

COMPENSATION SCHEDULE AND HOURLY FEES

The fees charged by Consultant for work performed on an hourly basis shall not exceed the hourly rates as shown in the fee proposal contained on pages [insert page numbers] of the Consultant's proposal of [insert proposal date]. Total fees shall not exceed SIX HUNDRED THOUSAND DOLLARS (\$600,000.00).

EXHIBIT C

CITY-FURNISHED FACILITIES

City shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with City employees and reviewing records and the information in possession of the City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall City be obligated to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.



Planning for Success.

May 6, 2024

Lilly Whalen
Community Development Director
City of Pinole – Community Development Department
2131 Pear Street
Pinole, CA 94965

Re: City of Pinole Request for Proposal for On Call & Environmental Planning Services

Dear Ms. Whalen,

EMC Planning Group is pleased to submit this proposal to provide planning services to the City of Pinole. Our firm is an interdisciplinary land-use and environmental consulting firm that has assisted public agencies throughout California with on-call general and specialized planning services, and environmental review services, since 1978. Our firm is familiar with the planning and environmental compliance needs of the City, having performed numerous planning and environmental projects for Cities and Counties throughout the San Francisco and Monterey Bay Areas and the San Joaquin Valley.

Company Location & Contact Person

Official Company Name & Location:

EMC Planning Group Inc.
601 Abrego Street
Monterey, CA 93940
Phone: (831) 649-1799
Fax: (831) 649-8399

Contact Person:

Michael J. Groves, AICP, President and Senior Principal
(831) 649-1799 ext. 201
groves@emcplanning.com

EMC PLANNING GROUP INC.
A LAND USE PLANNING & DESIGN FIRM

601 Abrego Street, Monterey, CA 93940 Tel 831-649-1799 Fax 831-649-8399
www.emcplanning.com

Statement of Proposed Services

EMC Planning Group's proposal addresses the Request for Proposal issued on April 5, 2024 and the Addendums No. #1 and #2. Our proposal includes an overview of our firm organization, professional staff, our proposal for on-call services, and a representative portfolio of recent and ongoing projects and services, in addition to required statements of assurance. Representative services include long range planning, entitlements for significant development projects and environmental analysis and documentation pursuant to CEQA and NEPA. These are the proposed on-call services that EMC Planning Group looks forward to providing to the City of Pinole.

Should the City have any questions regarding the submission of this proposal or any of our firm's planning and environmental review services, please do not hesitate to contact me. Our firm greatly appreciates the City's consideration of our experience and qualifications, and we look forward to the opportunity to work with the City's Development Services Department.

Sincerely,

A handwritten signature in blue ink, appearing to read 'MJ Groves', with a long horizontal flourish extending to the right.

Michael J. Groves, AICP
President & Senior Principal

Proposal

On-Call & Environmental Planning Services

City of Pinole

May 6, 2024

EMC Planning Group has received the following Addendums:
Addendum #01 Issued April 29, 2024: Response to Questions
Addendum #02 Issued April 29, 2024: Levine Act Contributions Disclosure Requirements



Prepared by
EMC Planning Group

PROPOSAL

**ON-CALL & ENVIRONMENTAL
PLANNING SERVICES
CITY OF PINOLE**

PREPARED FOR

City of Pinole, Community Development Department

Lilly Whalen, Director
2131 Pear Street
Pinole, CA 94965
Tel. (510) 724-9832
LWhalen@ci.pinole.ca.us

PREPARED BY

EMC Planning Group Inc.

601 Abrego Street
Monterey, CA 93940
Tel 831.649.1799, ext. 216
Fax 831.649.8399
Stuart Poulter, AICP, MCRP, Senior Planner
poulter@emcplanning.com
www.emcplanning.com

May 6, 2024

This document was produced on recycled paper.



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A. Company Profile and Firm's Qualifications

A.1 Company Profile

EMC Planning Group is a full-service interdisciplinary land use planning and environmental consulting firm located in Monterey, California. Established in 1978, EMC Planning Group possesses a 46-year history of providing public agencies a with a broad range of services, including land use planning and community planning, development and entitlement services, and environmental review analysis, compliance, and document preparation. The firm's success and longevity are due in large part to the diverse talents and creativity of our land use planners, environmental planners, biologists, archaeologists, and land use designers. All staff members are skilled professionals with the ability to deliver practical, yet innovative solutions land use planning and environmental review and compliance.

Firm Information

Firm Name: EMC Planning Group Inc.

Firm Location: 601 Abrego Street
Monterey, CA 93940

Phone Number: (831) 649-1799

Fax Number: (831) 649-8399

Website: <https://emcplanning.com>

Year Established: 1978

Firm Owner and Contact for RFP Process:

Michael J. Groves, AICP, President & Senior Principal

Phone Number: (831) 649-1799 ext. 201

Email Address: groves@emcplanning.com

Firm Locations & Number of Employees

EMC Planning Group is operated from a single location in Monterey, CA, and employs up to 25 staff members at any given time. The firm supports in-office, hybrid, and fully remote work styles.

A.2 Firm Services

Qualifications For Planning Services

Advance and General Planning

EMC Planning Group brings a wealth of advance and general planning experience to the table. The firm utilizes a “big picture” approach to planning as a reflection of the firm’s vast experience preparing a broad range of planning products. EMC Planning Group prepares plans that are forward thinking, practical and implementable, sensitive to environmental sustainability, and that meet the needs of the communities the plans are intended to benefit. These key elements are highly interrelated, and achieving a balance between them is important. EMC Planning Group provides valuable insight into working with local, regional, and state governments, federal governmental agencies, special districts, and the private sector development community when facilitating plans to achieve that balance. Our practical ability to identify and elicit input on the needs and desires of communities and clients assures the delivery of products that anticipate and meet future planning challenges.

The firm also places great emphasis on the implementation end of the development process by thoroughly identifying implementation processes and actions, responsibilities, and timing. As a result, agencies and the development community can work together seamlessly to consider, process, and implement projects because expectations for all involved parties are well defined.

The following list provides an example of the types of plans that the firm prepared, developed, and implemented:

- General plans, general plan amendments, and general plan updates;
- Specific plans;
- Economic development elements;
- Zoning codes and ordinances;
- Design guidelines and revisions;
- Master plans;
- Area plans;
- Housing elements;
- Preparation of agency CEQA guidelines and thresholds of significance;
- Downtown vibrancy plans;
- Sphere of Influence amendments and annexations; and
- Local coastal plans.

Procedural Planning and Municipal Staff Support

EMC Planning Group has a long history of providing all aspects of staff support for public agencies. The firm understands public agency needs, which is the foremost key to delivering effective services. EMC Planning Group has assisted short-staffed cities, counties, and special districts with the processing of development permits, site plan reviews, subdivisions, and major annexations. Our goal is to provide direct and responsive staff support, whether that means taking on specific larger projects or dealing with the day-to-day processing of applications and conducting meetings.

EMC Planning Group personnel offer a diverse range of professional and technical expertise, and deliver planning services with a balanced approach. The following list is representative of the procedural planning and municipal staff support services our firm provides:

- Development review process management;
- Ministerial/Administrative project review;
- Permit processing;
- Policy and regulatory analyses;
- Application preparation, completeness review, and processing for annexations, general plan amendments, zoning amendments, specific and master plans, parcel and subdivision maps, and conditional use permits;
- Land use plan/specific plan preparation;
- Zoning regulation preparation/review;
- Preparation of project consideration packages (staff report, resolutions and ordinances, findings, etc.);
- Environmental documentation review and preparation;
- Public noticing preparation of specialized technical documentation;
- Grant writing and funding assistance;
- Coordinate and manage technical consultants; and
- Prepare and monitor project schedules, budgets, and public outreach/participation.

Land Use Feasibility, Entitlement, and Planning

EMC Planning Group assists clients with the following services related to land use feasibility, entitlement, and planning:

- Development site selection and evaluation;
- Site planning, feasibility, and design;

- Master planning;
- Entitlement process coordination and management;
- Permit processing;
- Local agency formation commission application processing; and
- Project representation.

Community Engagement and Outreach

EMC Planning Group assists with the following activities related to community engagement and outreach:

- Public outreach;
- Stakeholder outreach; and
- Community engagement through surveys, meetings, the creation of project websites, and participating in community events.

Qualifications For Environmental Review and Compliance Services

CEQA Compliance Services

EMC Planning Group has provided CEQA environmental review and compliance services to public agencies since 1978 on a long-term, short-term, and on an “as-needed” or “on-call” basis. In that span of time, the firm has completed over 800 environmental compliance projects for an extensive list of public agencies. EMC Planning Group’s approach for each governmental entity is to thoroughly research and analyze environmental impacts and provide complete informational documents for decision-makers on the environmental effects of land use and development proposals. EMC Planning Group has technical expertise preparing the following types of CEQA documentation:

- Initial Studies/Mitigated Negative Declarations;
- Environmental Impact Reports;
- Noticing;
- Findings; and
- Mitigation Monitoring and Reporting Plans.

EMC Planning Group also has in-house technical expertise to prepare the following types of analyses to support environmental compliance processes:

- Biological Resource Impact Assessments;
- Wetland Assessments;

- Cultural and Tribal Resources;
- Important Farmlands Assessment;
- Visual Impact Assessment;
- Air Quality and Greenhouse Gas Emissions Modeling;
- Air Quality, Greenhouse Gas Emissions, and Energy Use Impact Assessment; and
- Wildfire Assessment.

NEPA Compliance

The following list of deliverables is inclusive of, but not limited to, those produced by EMC Planning Group to assist public agencies with NEPA compliance, primarily for local agencies seeking federal funding from a variety of federal agencies:

- Categorical Exclusion Reports and Findings;
- Environmental Assessments/Finding of No Significant Impact; and
- Environmental Impact Statements.

EMC Planning Group has provided environmental consulting services to local agencies for projects that were federally funded by the following federal agencies:

- Housing and Urban Development (HUD);
- U.S. Environmental Protection Agency (EPA);
- U.S. Department of the Army;
- U.S. Department of Veterans Affairs;
- Federal Highway Administration; and
- United States Department of Agriculture (USDA).

Qualifications For Other Environmental Consulting and Compliance Services

Biological Resources and Regulatory Permitting

EMC Planning Group biologists offer clients adaptive, innovative solutions to environmental compliance challenges. The firm provides comprehensive and scientifically defensible project impact analyses and biological resources documentation to comply with CEQA and NEPA compliance requirements.

Biological Consulting Services include:

- Biological Literature Reviews, Database Searches, and Field Surveys;
- Biological Constraints Analyses and Plant Community Mapping;
- Focused Surveys and Habitat Assessments for Special-Status Species;
- Pre-Construction Focused Surveys and Construction Monitoring;
- Mitigation Planning and Monitoring including Habitat Restoration Design;
- Preliminary Assessment and/or Delineation of Wetlands and Waters of the U.S.; and
- Regulatory Agency Consultation, Permitting, and Compliance.

Cultural Resources

EMC Planning Group's in-house Registered Professional Archaeologist (RPA) provides cultural and tribal resources services associated with CEQA/NEPA (Section 106) compliance. These services include archaeological surveys and testing; record searches via the California Historical Resources Information System (CHRIS) and Native American Heritage Commission (NAHC); tribal consultation pursuant to AB52 and SB18; construction monitoring; and data recovery.

Air Quality Analysis

EMC Planning Group provides air quality analysis services for public and private sector clients. In-house air quality specialists evaluate air pollutant emissions, conduct air quality dispersion modeling using the California Emissions Estimator Model (CalEEMod) and Emissions Factor Model (EMFAC), conduct impact analysis, and develop emissions reduction/mitigation strategies.

Greenhouse Gas Analysis

EMC Planning Group provides greenhouse gas emissions analysis services for public and private sector clients. In-house greenhouse gas emissions specialists perform emissions modeling using CalEEMod and EMFAC; conduct regulatory, legislative, and impact analyses; and develop emissions reduction/mitigation strategies.

EMC Planning Group has prepared NEPA documentation for federal agencies including:

- U.S. Housing and Urban Development;
- U.S. Environmental Protection Agency;
- U.S. Department of the Army;
- U.S. Department of Veterans Affairs;
- Federal Highway Administration (via the California Department of Transportation); and
- United States Department of Agriculture.

CEQA Deliverables

CEQA compliance service deliverables include the following:

- Categorical and Statutory Exemption Reports and Findings;
- CEQA Guidelines Section 15183 Consistency Reports;
- Initial Studies/Negative Declarations and Mitigated Negative Declarations;
- Environmental Impact Reports (public review drafts and final drafts) including addendums and subsequent environmental impact reports;
- Noticing;
- CEQA Findings; and
- Mitigation Monitoring and Reporting Plans.

NEPA Deliverables

NEPA compliance service deliverables for public agencies seeking federal funding for public works and infrastructure projects include the following:

- Categorical Exclusion Reports and Findings;
- Environmental Assessments/Finding of No Significant Impact (FONSI); and
- Environmental Impact Statements.

CEQA and NEPA Public Outreach

EMC Planning Group's principals and project managers have significant experience with all CEQA and NEPA-related public outreach tasks, including but not limited to, presentations at scoping meetings and public hearings on draft and final EIRs, and all required CEQA noticing.

Biological Resources and Regulatory Permitting

EMC Planning Group biologists offer adaptive and innovative solutions to environmental compliance challenges. The firm provides comprehensive and scientifically defensible analyses and biological resources documentation to comply with CEQA and NEPA requirements. Services and deliverables include:

- Literature Reviews, Database Searches, and Field Surveys;
- Constraints Analyses and Plant Community Mapping;
- Focused Surveys and Habitat Assessments for Special-Status Species;
- Pre-Construction Focused Surveys and Construction Monitoring;
- Mitigation Planning and Monitoring;
- Preliminary Assessment and/or Delineation of Wetlands and Waters of the U.S.; and
- Regulatory Agency Consultation, Permitting, and Compliance.

Archaeological and Cultural Resources Services

EMC Planning Group provides the following services related to Archaeological and Cultural Resources:

- CEQA/NEPA (Section 106) Compliant Archaeological Surveys;
- California Historical Resources Information System (CHRIS) searches;
- Pedestrian surveys and testing;
- Data Recovery;
- Archaeological Construction Monitoring;
- National Register of Historic Places (NRHP) Evaluation and Nomination; and
- Tribal Consultation Assistance pursuant to Assembly Bill (AB) 52 and Senate Bill (SB) 18.

Deliverables

- Reports;
- Historic and Archaeological Records;
- Area of Potential Effect Maps;
- Tribal Consultation Letters; and
- Sacred Land File Record Searches and Findings.

Air Quality and Greenhouse Gas Emissions Analysis

EMC Planning Group's air quality and greenhouse gas emissions specialists conduct modeling using the California Emissions Estimator Model (CalEEMod) and Emissions Factor Model (EMFAC), prepare impact analyses, and develop emissions reduction/mitigation strategies for CEQA and NEPA documentation and development mitigation compliance.

Deliverables

- Air Quality and Greenhouse Gas Emissions Reports;
- Air Quality and Greenhouse Gas Emissions Sections of Initial Studies; and
- Air Quality and Greenhouse Gas Emissions Sections of EIRs.

B. Organization, Staffing and Cost Proposal

B.1 Staffing

Lead Professional Personnel by Area of Expertise

Table 1, EMC Planning Group Key Personnel, lists the names, titles, and years of experience of key personnel who may be assigned to projects undertaken for the City of Pinole based on the scope of services and/or work, and the expertise deemed necessary to complete the project. Full resumes for each of the key personnel listed below are found in Attachment A, EMC Planning Group Resumes.

Table 1 EMC Planning Group Personnel

Staff Member/Title	Project Role(s) and Responsibilities/ Years of Experience	Area of Expertise	
		Planning Services	Env. Review
Michael J. Groves, AICP President & Senior Principal	Planning Manager/Advisor 46 years of project management experience in land-use, advanced, and community planning, and environmental compliance.	•	•
Teri Wissler Adam Senior Principal	Principal-in-Charge/Primary Contact Planning Manager/CEQA and NEPA 32 years of project management experience in CEQA and NEPA compliance, and contract staff planning.	•	•
Ron Sissem, MRP Senior Principal	Planning Manager/Environmental Planner 36 years of project management experience in land use, entitlement management and CEQA compliance.	•	•
Brian Foucht, AICP Principal Planner	Planning Manager 45 years of experience in land use planning, planning program management, community planning, environmental compliance.	•	
Anastazia Aziz, AICP Principal	Planning Manager Over 20 years of experience in the areas of strategic planning and sustainability.	•	
Stuart Poulter, AICP, MCRP Senior Planner	Senior Planner/Environmental Planner 9 years of project management experience in CEQA/NEPA compliance and land-use planning.	•	•
Shoshana Lutz Senior Planner	Senior Planner/Environmental Planner 6 years of experience in land use planning and CEQA compliance	•	•

Staff Member/Title	Project Role(s) and Responsibilities/ Years of Experience	Area of Expertise	
		Planning Services	Env. Review
Esme Wahl Associate Planner	Associate Planner/Environmental Planner 3 years of experience in land use planning and staff support, and CEQA documentation analysis.	•	•
Zane Mortensen, MS Associate Planner	Associate Planner/Environmental Planner 5 years of experience in the field of environmental planning, 2 years of experience in air quality, greenhouse gas emission, and energy modeling,	•	•
Anna Bornstein, MUP Associate Planner	Associate Planner 3 years of experience in the fields of land use design and planning.	•	
Janet Walther, MS Principal Biologist	Environmental Planner/Principal Biologist 21 years of experience in the field of biology, biological resources, and permitting and regulatory compliance.		•
Rose Ashbach, MS Associate Biologist	Environmental Planner/Associate Biologist 15 years of experience in the field of biology and permitting and regulatory compliance		•
Vanessa Potter, MA, RPA Registered Professional Archaeologist	Environmental Planner/Registered Professional Archaeologist 10 years of experience in the fields of archaeology and anthropology.		•

Subconsultants

EMC Planning Group contracts with subconsultants for environmental and planning specialties not covered by the firm's in-house staff. Subconsultants are hired on a project-by-project basis depending on the scope of services, and the expertise deemed necessary to complete a project. Subconsultants typically used by the firm include, but are not limited to, the following firms, depending on project characteristics (Unlisted subconsultants will be contracted based on specific project scopes and with prior written approval from the City):

Hexagon Transportation Consultants, Inc.

Hexagon Transportation Consultants, Inc. was founded in 1998 in San Jose, California with the goal of providing quality, professional transportation consulting services to private and public entities. Hexagon has California offices in San Jose, Pleasanton, and Gilroy, and provides services in all major aspects of transportation planning and traffic engineering. Hexagon has a wide range of private clients including technology companies, developers, architects, civil engineers, and environmental firms. Public clients include city, county and state agencies and regional planning organizations.

Hexagon has 27 employees within its three offices who have prepared thousands of studies, both large and small, over their professional careers. Hexagon's professional staff is experienced in all technical aspects of transportation consulting and highly proficient in state-of-the-art computer

software including all major modeling packages, traffic simulation software, intersection level of service programs, advanced traffic operations programs, CADD programs and many specialized programs that process and analyze traffic data.

Ninyo & Moore

Ninyo & Moore, a minority-owned business enterprise, was established in San Diego in 1986 to provide exceptional geotechnical engineering, geologic, hydrogeologic, soil testing, materials testing and special inspection, and environmental consulting services to the public and private sectors. For the past 37 years, we have provided these services for the design and construction of municipal and commercial developments, industrial developments, highways and roadways, airports, bridges, dams, educational facilities, harbor and offshore structures, hospitals, landfills, light rail transit lines, pipelines, power stations, railroads, residential developments, reservoirs and tanks, transmission lines, tunnels, water and wastewater treatment plants, and other public and private development. Ninyo & Moore has 15 locations throughout the western United States including eight in California (San Jose, Alameda, San Francisco, Sacramento, San Diego, Irvine, Fontana, and Los Angeles).

Illingworth & Rodkin, Inc.

Illingworth & Rodkin, Inc. was founded in 1987 and provides a complete range of consulting services. The firm has completed over 5,500 projects over 35 years in architectural acoustics, community noise and vibration, industrial noise and vibration control, energy production noise, hydroacoustics, tire/pavement noise research, transportation noise, and air quality/GHG studies. I&R employs 15 personnel and is headquartered in Cotati, California. Services include:

- Environmental Studies
- Noise Control Engineering
- Computer Modeling
- Field Monitoring
- Expert Testimony

B.2 Understanding of Overall Personnel Qualifications as Requested by the City

EMC Planning Group understands the City is seeking consultants who employ personnel who are trained and qualified to meet the following requirements:

- **Standard of Performance.** All employees working directly for the Consultant shall be properly trained and thoroughly experienced in any type of work they perform. The Consultant shall be responsible for the behavior of all their employees;

- **Sufficient Personnel.** The Consultant shall provide sufficient personnel, time, and other resources to deliver on-call services that may arise with short notice, for a period of up to three (3) consecutive fiscal years;
- **Assignment of Personnel.** If requested by the Project Administrator, the Consultant shall provide a list to the Project Administrator of all employees that perform work for the City. In the event that the City, at any time during the term of this agreement, desires the reassignment of personnel, the Consultant shall reassign such person or persons. Except where mutually agreed upon, such reassignment shall not affect the Consultant's obligation to provide timely services under this agreement;
- **Meetings.** The ability to attend meetings, public hearings and/or stakeholder gatherings outside normal business hours such as occasional evening public meetings; and
- **Levels of Professional Experience.** The Consultant shall demonstrate that the firm personnel possess the qualifications equivalent to the following positions as described in Section 5.2.3, Job Descriptions, of the RFP:
 - Principal (Planning Manager);
 - Senior Planner;
 - Associate Planner;
 - Assistant Planner;
 - Planning Technician; and
 - Environmental Planner.

EMC Planning Group uses titles other than those listed above for certain positions. However, the personnel listed in Section B-1, List of Lead Professional Personnel by Area of Expertise, meet the qualifications and requirements as listed in the RFP. Refer to Table 1, presented earlier.

B.3 Understanding of Personnel Qualifications for Planning Services

EMC Planning Group understands that the City of Pinole is seeking planning consultants with the following qualifications:

- Experience with project management, knowledge of applicable Government, Health and Safety and Business and Professions codes and provisions in current and/or long-range planning, including preparation of application completeness letters and decision letters, staff reports, findings and resolutions;

- Experience assisting the public, developers, architects, attorneys, and applicants during the project review process for planning applications;
- Ability to write mindful well-organized reports explaining complex planning issues;
- Ability to make professional presentations to the Planning Commission, Architectural Review Committee and City Council;
- Ability to coordinate and provide assistance with plan checks and front counter customer support services; and
- Ability to diligently track time spent working on assigned project applications.

B.4 Understanding of Personnel Qualifications for Environmental Review

EMC Planning Group understands that the City is seeking environmental review consultants with the following qualifications and experience:

- Representation of local governments in the environmental review of development project applications, to include all aspects of environmental impact review per CEQA and the CEQA Guidelines, preparation and/or review of pre-application studies, preparation of cumulative impacts analyses, and development of alternative design recommendations, and NEPA knowledge/experience;
- Preparation and review of all manner of CEQA documents, to include Initial Studies, Environmental Impact Reports, Mitigated Negative Declarations, and Negative Declarations; and
- Representation of local governments in the monitoring and enforcement of environmental mitigation requirements imposed as part of development project approvals.

B.5 Electronic Plan Review Submittals

EMC Planning Group is able to accept and conduct reviews of electronic plan submittals.

B.6 Cost Proposal

EMC Planning Group's Cost Proposal, contained in Attachment D, includes the hourly rate for services and the billable costs for each team member. Selection of subconsultant team members depends on the type of project and the desired level of assessment for which environmental or planning services are needed. EMC Planning Group uses only registered, certified and licensed firms as subcontractors. Subconsultants and related costs will be established as part of the scope of work and budget for specific planning or environmental review projects.

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C. Description of Services and Approach

C.1 Understanding of Overall Scope of Planning Services based upon the Scope of Services

Based upon review of the RFP Scope of Services Section A. and B., and responses to questions in Addendum No. #1, the firm understands:

- The City seeks to obtain professional and technical assistance on an as-needed basis from selected consultants beginning on July 1, 2024;
- The City intends to select one or more firms with whom to contract with to provide the services described in Scope of Services, and the Addendum No. #1 either, or both, Environmental Planning and On Call Planning Services on an as needed, ongoing basis;
- The selected consultants will provide contract support services under the direction of the Community Development Director;
- Consultants must be able to provide a broad range of specialized on-call planning and/or environmental planning services; and
- On Call and Environmental Planning Services include, but are not limited to, consultation, administration related to deliverables, planning, specialized scientific and technical analytical studies and environmental impact analysis and documentation.

C.2 Understanding of Scope of Services for On–Call Planning

EMC Planning Group understands that the City of Pinole desires on-call planning services for all types of projects requesting entitlements. The City requests the services of a Senior Planner for this purpose to provide planning services, in the office, to process ministerial and discretionary entitlements, three (3) days per week with regular office hours.

EMC Planning Group **is not** proposing to provide staffing for in-the-office on-call planning services.

EMC Planning Group understands, however, based on the “Background” section provided in the RFP, that the City of Pinole may require on-call services described variously as community, comprehensive, or advance planning, e.g. General Plan, Three Corridor Specific Plan, Open Space – Recreation Planning, Zoning Ordinance amendments and updates and design guidelines. EMC Planning Group has substantial experience preparing General Plan, Specific Plan and Zoning

Ordinance updates. The firm is available to provide planning services related to these programs, including any related environmental planning projects. EMC Planning Group proposes the following on-call advance planning services:

- Collaborate with other City departments to provide an internal annual summary report of current and planned activities, including the annual Housing Element and General Plan Progress Reports. This report is intended to serve as a source of information for the public and decision makers regarding ongoing and new planning initiatives within the City of Pinole in particular related to implementation programs. The report will discuss the following factors affecting planning practice in the City:
 - Legislation and published court cases that affect the scope and conduct project review pursuant to planning and zoning law, the subdivision map act and CEQA. Legislation affecting the provision of housing is especially active, with annual legislative initiatives intended to streamline development review and increase affordability and access to housing resources;
 - Any related Zoning and Subdivision Ordinance updates in response to City Council initiatives;
 - A summary of the progress and schedule of any programmed General Plan, Airport Master Plan, or Zoning Ordinance updates and a summary schedule and program for any amendments necessary during the succeeding year. The report will discuss the need for any updates to the City of Pinole General Plan; and
 - An updated “City Facts” document that compiles and analyzes data on economic, social, environmental, and physical factors affecting land use and development.
- As part of any advance planning activity, EMC Planning Group staff will establish and maintain excellent collaborative working relationships with State, Regional, County and internal City departments and other North Shore cities and agencies. In particular, the firm will assist the City to coordinate with Contra Costa County, East Bay Regional Parks, East Bay Municipal Services District, and West Contra Costa Transportation Advisory Committee regarding updates to the Three Corridor Specific Plan, Sub-Area Plans (Service, Old Town, and Mixed-Use Sub-Areas) the City’s Priority Development Areas regarding planning and development in accordance with the General Plan policies.
- EMC Planning Group understands the importance of corridor planning to the city and to the economic resiliency of the Bay Front Communities of Hercules, Pinole, Rodeo.
- EMC Planning Group has extensive experience preparing 5th and 6th Cycle Housing Elements. The firm notes that Pinole has approved it’s certified 6th cycle Housing Element and is in compliance with Housing Element law. The firm also notes that the City is a designated “Pro

Housing” jurisdiction and is eligible for benefits under the program, many of which focus in infill development, which the firm recognizes as a key attribute of the City’s policies to preserve and protect community character while fostering locally supportive economic development and neighborhood integrity. EMC Planning Group is prepared to assist the City to leverage this important designation either directly through the program or through “points” within other grant programs that accrue to the City resulting from this designation.

- The City’s focus on infill development provides a variety of CEQA – related streamlining options for the type of development projects under consideration, in particular related to corridor planning.
- EMC Planning Group has extensive shoreline open space recreation and development project and environmental planning experience transferable to the City of Pinole context, in particular as the East Bay Regional Parks continues to enhance the San Pablo Bay Regional Trail and access within the City of Pinole. The firm has several decades of experience obtaining grant funding from the California Coastal Conservancy and conducted development and open space conservation feasibility studies for public and private clients on the Monterey Peninsula including an award – winning plan for the former Ft. Ord and ongoing shoreline planning for the City of San Diego. The firm also has experience in the East Bay and in the vicinity of San Pablo Bay. In particular EMC Planning Group provided planning and CEQA services to the City of San Pablo for the following projects:
 - ♦ General Plan and Specific Plan amendments to change land use for the City’s existing city hall to mixed-use.
 - ♦ CEQA services to assess the impacts of reusing the existing Doctor’s Medical Center building for a hotel project. CEQA Guidelines section 15183 was used as a tool to streamline the environmental review process.
 - ♦ Initial Study, Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan for planned development (Circle-S) of 9.5 acres of a 16-acre site adjacent to Wildcat Creek, and surrounding residential neighborhoods and commercial development. The proposed plan defined street and park locations, community buildings, and established form – based regulations.

C.3 Understanding of Scope of Services for Environmental Planning (CEQA and NEPA)

EMC Planning Group understands that it shall provide the following environmental review services, as needed, if selected as the designated consultant by the City of Pinole:

- Prepare, or coordinate the preparation of, all environmental documents and notices in the manner required by CEQA and CEQA Guidelines, including, but not limited to: Exemptions, Initial Studies; Draft and Final NDs, MNDs and EIRs; and Notices of Preparation, Intent, and Determination;
- Evaluate CEQA Guidelines carefully for opportunity to streamline CEQA review including Exemptions, Mitigated Negative Declarations and Sections 15162-15164 (Subsequent, Supplement, and Addenda to an EIR), 15175.5 (focused EIRs and small projects, 15182 (Specific Plans), 15183 (community plan Consistency), 15183.3 (infill project streamlining) and 15183.5 (tiering and streamlining greenhouse gas emissions analysis);
- Prepare required findings for approval and certification of environmental documents including Statements of Overriding Consideration for approval of development projects;
- As necessary, coordinate the preparation of any technical studies needed to complete the environmental review (e.g., geotechnical reports, traffic impact reports, oak tree reports, biological assessments and other studies) and perform peer reviews of the technical studies;
- Prepare all notices and file (including fees) with the Contra Costa County Clerk and/or the State Clearinghouse;
- Attend all project hearings before the Architectural Review Committee, Planning Commission and City Council;
- Peer review of technical reports prepared by other consultants, including, but not limited to: air quality studies, cultural resources surveys, biological assessments, geotechnical reports, traffic impact reports, visual impact analyses, noise studies, and hydrological studies;
- Work under the supervision of the Community Development Department during the completion of the environmental work;
- Prepare NEPA studies and documents, in accordance with Local, State, and Federal Statutes;
- Provide accurate and defensible environmental determinations;
- Coordinate with Planning Staff, other city departments, sub-consultants, and outside agencies;
- Coordinate and distribute environmental documents and notices;
- Provide electronic and printed copies of all environmental documents; and
- Prepare Mitigation Monitoring and Reporting Program (MMRP).

The following list of environmental planning services is representative of those provided by EMC Planning Group:

Biological Resources

Conduct biological resources assessment, special-status species surveys, wetland delineations, habitat conservation plans, and compliance permitting.

Archaeological and Cultural Resources

Provide archaeological and cultural resources services associated with CEQA and NEPA (Section 106) Compliance. These services include archaeological surveys, and testing when appropriate; record searches with the California Historical Resources Information System (CHRIS) and Native American Heritage Commission (NAHC); tribal consultation; data recovery, when necessary; and construction monitoring.

Air Quality Analysis

Analyze criteria air pollutant emissions, air quality dispersion modeling, and hazard risk assessments using the California Emissions Estimator Model (CalEEMod) and Emissions Factor Model (EMFAC).

Greenhouse Gas Analysis

Analyze greenhouse gas emissions modeling using CalEEMod and EMFAC, regulatory and legislative analysis, impact analysis, and emissions reduction/mitigation strategies.

C.4 Relevant Experience and References

Projects representative of the breadth and applicability of EMC Planning Group planning and environmental planning services, along with references, are contained in Attachment E.

C.5 Project Management Approach and Schedule of Work

Since the EMC Planning Group team is located in Monterey, California, it is assumed that a majority of the planning and environmental review services will be provided via email, phone calls, and virtually via Zoom or other virtual conferencing services. Staff will provide “on-site” or “in-person” services on an “as-needed” basis as agreed upon by the City and EMC Planning Group.

Our firm specializes in assisting public agencies with on-call planning and on-call environmental review, technical assessment, and preparation of CEQA/NEPA compliance documentation. EMC Planning Group has the personnel and the experience to take on a small or large role as best fits the needs of the City. Whether that means taking on specific larger projects or dealing with the day-to-day processing of applications, attending meetings and public hearings, and maintaining project schedules and budgets. A staff of up to 25 team members who assume a variety of roles and

responsibilities, and who carry out a full-range of tasks from highly-technical assessments to administrative tasks is maintained at all times. This structure allows the firm to reduce costs and maintain flexibility with regard to the management of multiple and simultaneous projects.

Each project is assigned a principal-in-charge, a project manager, and assistant project manager (depending on the size of the project), and the necessary number of team members to assist with research and development; writing staff reports, resolutions/ordinances, findings, and conditions of appeal; coordinating with City staff; writing sections of the environmental documentation; preparation of graphics; and production of the documents.

Each project involving EMC Planning Group planning and environmental services begins with a meeting between the firm's lead planner (Senior Principal or Principal) and City project management staff. This meeting is to confirm the application filing status and to confirm that a stable, complete project description is available. The City will conduct review in accordance with CEQA Guideline Section 15060 and the firm will prepare a corresponding draft scope of work, schedule and budget for formal approval by the City via professional services agreement. The firm will facilitate a kick-off meeting with City staff to review the scope of work, arrange for any City staff resources, review the overall schedule and thresholds for review of subject area reports, administrative drafts, public review drafts and final documents. Following preliminary review by the City, EMC Planning Group will prepare an Initial Study, if requested, (MND or EIR) to assess and document the scope of environmental review, or proceed directly to complete the requested review. EMC Planning Group is committed to ensuring that environmental documents are prepared in a manner to ensure the City's independent judgement and will schedule sufficient time to enable review of administrative draft reports prior to publication.

EMC Planning Group routinely subcontracts for technical and scientific professional assistance for areas outside the firm's area of expertise. Each subcontractor has a discrete role in evaluating and documenting, via individual reports, the potential significant environmental impacts (CEQA Guideline Section 15064) to enable adoption of appropriate findings (CEQA Guideline Section 15065). EMC Planning Group contracts specify a scope of work, deliverables, budget and schedule within the overall schedule and budget for the project.

Examples of deliverable schedules routinely prepared by EMC Planning Group are included in Attachment D.

Staff meetings at EMC Planning Group are held weekly basis to discuss project schedules and workload, and to track deadlines and the progress for all active project deliverables. It is anticipated that the EMC Planning Group team assigned to perform services for the City of Pinole will meet on a weekly or bi-weekly basis to discuss current and upcoming projects, and other important items. Project meetings are also held as necessary and on an impromptu basis to address immediate issues that may arise.

Quality Control for Document Production

The project manager and principal-in-charge review all versions of planning reports/documents and environmental review and compliance documents for technical adequacy following each revision and prior to delivery to the client. Additionally, EMC Planning Group utilizes a variety of document templates for environmental and planning documents, and produces a “Style Guide” for employees to use when preparing documents and reports. This ensures consistency in the documents, especially when several team members are assigned to the same project.

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D. Required Statements/Documents

D.1 Conflict of Interest Statement

EMC Planning Group does not have any past, current, on-going, or foreseeable conflicts of interest that would be considered a conflict of interest with regard to any other work performed for the City of Pinole. EMC Planning Group does, on occasion, represent property owners and developers with projects in various jurisdictions. EMC Planning Group will fully disclose all relevant clients if accepted for this contract.

D.2 Ability and Agreement to Fulfill Indemnification and Insurance Requirements

EMC Planning Group is an independent licensed firm and has the ability to fulfill the indemnifications and insurance requirements, and agrees to do so.

D.3 Proprietary Statement

The content of this proposal is not proprietary to EMC Planning Group or of the listed participating subconsultants.

D.4 Acknowledgement Public Records Act

EMC Planning Group acknowledges that all documents submitted to the City in connection with the subject proposal are subject to the Public Records Act and may disclosed without notice or consent by EMC Planning Group.

D.5 Exceptions: Requested Amendments to Standard Contract (RFP Attachment A)

EMC Planning Group will request amendment to Standard Contract, SECTION 8. TERMINATION AND MODIFICATION.

Requested deletion of provisions is by ~~strikeout~~ notation and requested addition is by underline notation as follows:

8.1 Termination. ~~City may cancel this Agreement at any time and without cause upon written notification to Consultant.~~ City may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least 7 days before the effective date of termination.

In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the City in connection with this Agreement.

D.6 History of Termination Due to Breach

EMC Planning Group clients have not terminated any contract due to a breach.

E. Competency of Proposers

EMC Planning Group has been in business for nearly 46 years without cessation. The firm has the necessary personnel, facilities, ability, experience, and financial resources to provide the services as specified in this RFP in a satisfactory and timely manner. The firm also does not have any pending bankruptcies, liens, stop payment notices, judgments, lawsuits, arbitrations, mediations, foreclosures, or any similar actions that have been filed and/or resolved in the past seven (7) years. The firm has never been terminated for a breach of contract.

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EMC Planning Group Resumes



ATTACHMENT



Michael J. Groves, AICP
PRESIDENT/SENIOR PRINCIPAL

PROFESSIONAL EXPERIENCE

Mr. Groves founded EMC Planning Group in 1978. Through his leadership and commitment to excellence in client service and the hiring of highly qualified team members, Mr. Groves has successfully established the firm as one of the leading land use and environmental planning firms in California. With his vast experience as a land use and policy planner, Mr. Groves has provided project management for over 750 planning projects, within more than 150 California cities, counties, and special districts.

Mr. Groves is involved in project management and coordination of a full range of planning projects completed by the firm. His focus within the firm is on client representation for urban and regional planning projects; coastal planning efforts; conceptual design; real estate due diligence and site evaluation studies; land use planning and permitting efforts; and city, county, school district and special district planning and permitting.

From 1995 - 1997, he served as project manager for the Fort Ord Reuse Plan, a national award-winning policy document for the largest base closure in the United States. The Plan became the model for base closures under President Clinton.

EDUCATION

B.A. University of California at Santa Barbara, Environmental Studies & Geography (double major), 1977

PROFESSIONAL CERTIFICATION

AICP - American Institute of Certified Planners, Professional Certification, 1990-Present

PROFESSIONAL ACHIEVEMENTS AND AWARDS

- Professional Certification, American Institute of Certified Planners, 1990-Present
- Initiative Measure Author
- Awards, *City of Guadalupe 2042 General Plan Update*, 2022
 - Comprehensive Planning, Small Jurisdiction, Award of Excellence-APA California Chapter, Central Coast Section Outstanding Planning Document (2023)
- Awards, *City of Salinas Economic Development Element*, 2014
 - Outstanding Planning Document-AEP (2016)
 - Economic Planning and Development Award of Excellence-APA California Chapter, Northern Section (2015)
 - Economic Planning and Development Award of Merit-APA California Chapter (2015)
- Award, *Fort Ord Reuse Plan Reassessment*, 2012
 - Best Practices Award of Merit- APA California Chapter, Northern Section, 2013
- Award, *Fort Ord Reuse Plan and EIR*, 1997
 - Comprehensive Planning in a Small Jurisdiction - National Planning Award for Outstanding Planning, APA National Chapter

PROFESSIONAL ASSOCIATIONS AND COMMUNITY INVOLVEMENT

- Member, American Planning Association
- Former Member, Monterey Peninsula Water Management District, Policy and Technical Advisory Committees
- Former Member, Sand City Habitat Conservation Task Force
- Member, Ventana Chapter, Sierra Club
- Head Coach, Monterey High School Baseball Program, 1980-Present
- Member, National High School Baseball Coaches Association (ranked 51st winningest coach nationwide)
- Member, California High School Baseball Coaches Association and Hall of Fame Member (ranked 2nd winningest coach statewide)
- President, Save Our Sports (SOS), Local Non-profit Supporting Student Athletes and High School Baseball and Softball
- Former President, Foster Parent Association, Santa Cruz County
- Former Member, Child Welfare Services Systems Improvement Steering Committee
- Former Member, Community Leadership Council - Ending Oppression Worldwide



Teri Wissler Adam

SENIOR PRINCIPAL

PROFESSIONAL EXPERIENCE

Ms. Wissler Adam joined the EMC Planning Group in 1991. Her area of expertise is in California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) compliance.

Ms. Wissler Adam directs the CEQA and NEPA compliance projects for the firm. She has been responsible for a large variety of private projects, including residential, commercial, industrial, mixed-use, and large specific plan and general plan projects. She has also managed several projects for public facilities, such as recycled water projects, roadway projects, bikeway projects, bridge projects, elementary schools, high schools, and college campuses, and other public facilities, such as health clinics, landfills, child development centers, and federal research facilities. She has represented public clients throughout Monterey County, San Benito County, Santa Clara County, Merced County, San Luis Obispo County, San Mateo County, Santa Cruz County, and as far south as Los Angeles County.

EDUCATION

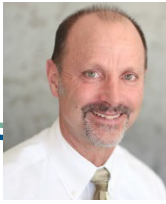
B.S. California Polytechnic State University at San Luis Obispo, Business Administration, Concentration in Environmental Management, 1991

PROFESSIONAL ACHIEVEMENTS

- Presenter, CEQA Seminar, Lorman Education Services
- Presenter, CEQA Workshop, Association of Environmental Professionals
- Member, Association of Environmental Professionals
- Contributor, *Environmental Mitigation Handbook*, California's Coalition for Adequate School Housing, February 2009
- Past Director/President/Newsletter Editor, Monterey Bay Area Chapter, Association of Environmental Professionals

PROFESSIONAL ASSOCIATION

- Member, Association of Environmental Professionals



Ron Sissem, MRP

SENIOR PRINCIPAL

PROFESSIONAL EXPERIENCE

Mr. Sissem worked for EMC Planning Group for three years writing environmental impact reports in the 1980s before taking on international assignments with USAID and the World Bank. His international experience includes national resource and protected area management in Mongolia, environmental auditing/impact evaluation to address business development lending risks in Bosnia and Herzegovina, clean technology deployment in India to reduce greenhouse gas emissions, and environmental compliance for USAID-funded economic development projects.

In 2002, Mr. Sissem returned to EMC Planning Group and has been a principal since 2016. His primary responsibilities are to manage large land planning and environmental review projects. He assists public agencies with California Environmental Quality Act (CEQA) compliance for diverse, complex projects; manages preparation of specific plans and general plans; and manages planning and entitlement processes for private clients.

Mr. Sissem is the firm's climate change/greenhouse gas emissions specialist. He manages climate change impact analyses for CEQA documents, consults local agencies on integrating climate planning strategies/policy/emission reduction measures into advanced planning documents (e.g. general plans and specific plans), and consults developers on climate change mitigation project design.

EDUCATION

M.R.P. University of North Carolina at Chapel Hill, Urban and Regional Planning, 1995

B.S. University of California at Santa Barbara, Geography, 1982

B.A. University of California at Santa Barbara, Environmental Studies, 1982

PROFESSIONAL ACHIEVEMENTS

- Awards, *City of Salinas Economic Development Element*, 2014
 - Outstanding Planning Document-Association of Environmental Professional (2016)
 - Economic Planning and Development Award of Excellence-American Planning Association, California Chapter, Northern Section (2015)
 - Economic Planning and Development Award of Merit-American Planning Association California Chapter (2015)
- Presenter, Advanced CEQA Workshop, Association of Environmental Professionals (2009, 2010, 2013)
- Authored "A Guide to Maximizing Profits and Business Stability through Environmental Management," produced by the World Bank
- Federation of Bosnia, Ministry of Environment Achievement Award for advancement of environmental management in Bosnia



Brian Foucht, AICP

PRINCIPAL PLANNER

PROFESSIONAL EXPERIENCE

Mr. Foucht joined the firm in 2024, bringing a unique balance of public agency and private development experience. He has extensive experience in community development programming and management; community planning, state and local regulation and entitlements; coastal zone planning and permitting; grant-funded program development, writing, implementation and management; and technical and scientific team formation and management.

Mr. Foucht provides assistance on a wide range of community planning services, including the preparation of General Plans, Specific Plans, Zoning Ordinance updates and amendments, environmental review documentation; and community development and planning interim management and staff augmentation.

Mr. Foucht has served as principal staff to City and County planning commissions and citizen advisory committees, including historic preservation, design review, transportation, housing, and economic development. He is the author of several successful Sustainable Communities transportation planning grants for transportation center and recreation trail development, and has served as lead planner on significant coastal and inland planned development projects and LCP amendments on behalf of land owners and public agencies. Mr. Foucht has, for several years, on behalf of the Salinas Regional Sports Authority, provided pro-bono lead planning assistance for CEQA review, entitlements, and technical team formation, for the Salinas Regional Soccer Complex project.

Mr. Foucht holds a Master of City Planning degree from San Diego State University and a Bachelor's of Arts degree in Urban Studies from San Francisco State University.

EDUCATION & PROFESSIONAL TRAINING

M.C.P. – Master of City Planning, San Diego State University.

B.A. – Urban Studies, San Francisco State University.

California Academy for Economic Development: Introduction to Economic Development

PROFESSIONAL CERTIFICATION

AICP - American Institute of Certified Planners, Professional Certification.



Anastazia Aziz, AICP

PRINCIPAL

PROFESSIONAL EXPERIENCE

Anastazia Aziz, AICP, joined EMC Planning Group as a Principal in January 2022. Anastazia is a strategic planning and sustainability professional with over 20 years of experience. Her main responsibilities include long-range planning; specific plans; local coastal programs; vulnerability assessment and adaptation; housing policy; entitlement planning including CEQA; client communication, agency and stakeholder outreach, team member and subconsultant coordination, document preparation and public meeting representation.

Prior to joining EMC she worked at the City of Pacific Grove for eight years and culminated her time there as the Director of the Community Development Department. During this time, she achieved many significant accomplishments including attaining the first certified Local Coastal Program in the city's history. She also embarked on a comprehensive update of the Historic Resources Inventory to better align with state and national criteria, and worked on the *Welcome Home: Creating a More Affordable Future* Mayor's initiative.

Ms. Aziz oversaw a wide variety of departmental projects including managing water entitlements for development within the Central Coast's scarce potable water environment and working with the county on hazard mitigation planning, including addressing sea level rise. She also supervised the planning and building entitlement processes, code enforcement, and housing policy.

Prior to working for the City of Pacific Grove, Ms. Aziz was employed at the City of San Jose for 12 years where she gained experience and expertise in three departments: Development Services, Environmental Services, and the City Manager's Office.

Ms. Aziz holds a Bachelor's of Environmental Studies degree in urban and regional planning with a minor in English Literature from the University of Waterloo, Canada. She was awarded the Commonwealth Scholarship from the University of Colombo, Sri Lanka where she researched urban industrial pollution and related environmental issues.

EDUCATION & PROFESSIONAL TRAINING

B.E.S. - University of Waterloo, Ontario Canada, Environmental Studies with a major in urban and regional planning, and a minor in English Literature, 1995.

Commonwealth Scholarship – University of Colombo, Sri Lanka, 1996. Researched urban industrial pollution and related environmental issues.

PROFESSIONAL CERTIFICATION

AICP - American Institute of Certified Planners, Professional Certification, 2002-Present



Stuart Poulter, AICP, MCRP
SENIOR PLANNER

PROFESSIONAL EXPERIENCE

Mr. Poulter joined the firm in 2015. His responsibilities include project management and preparation of environmental review documentation in compliance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA), with a primary interest and project experience in addressing impacts associated with wildfire hazards, visual resources, and historical (built) resources.

Mr. Poulter has demonstrated experience across a range of project types including recreation facilities, school sites, residential subdivisions, transportation facilities, coastal development/infrastructure, and commercial/ tourism development.

In addition to his environmental work, Mr. Poulter provides staff support services to various municipal planning departments, including the cities of Gilroy, Carmel-by-the-Sea, and Sand City. Processing development applications includes plan review and comments to the applicant, preparation of staff reports, findings, and resolutions, and presentations at public hearing. Additionally, he provides private clients with permit processing and entitlement assistance, constraints analysis, land use assessments, and feasibility analyses.

Prior to joining the firm and while completing his graduate degree in City and Regional Planning at Cal Poly-San Luis Obispo, Mr. Poulter worked as an environmental planning intern/technician in the private sector where he was responsible for the preparation of environmental documents in compliance with CEQA/NEPA and the preparation of permit application packages for various coastal and inland projects.

EDUCATION

M.C.R.P. California Polytechnic State University-San Luis Obispo, City and Regional Planning Program, Environmental Planning Concentration, 2015

B.A. Santa Clara University, History, 2008

PROFESSIONAL CERTIFICATION

AICP – American Institute of Certified Planners (Certified Planner Number 31038), 2018-Present

PROFESSIONAL ASSOCIATIONS

- Member, Association of Environmental Professionals (AEP), 2014-Present; Monterey Bay-Silicon Valley Chapter Board of Directors, Association of Environmental Professionals (AEP), Secretary (2017-2019); Member-at-Large (2024-Present)
- Member, American Planning Association (APA), California Chapter, 2014-Present

PROFESSIONAL DEVELOPMENT COURSES & CONFERENCES

- AEP Conference (Lake Tahoe), April 2023
- Introduction to Land Use Planning for Wildfires in California, CAL FIRE & Community Wildfire Planning Center (CWPC), March 2023
- CLE International – CEQA Conference (San Francisco), December 2022
- Cultural Resource Management: CEQA, NEPA and Section 106, UC Davis Continuing and Professional Education, January 2022

PROFESSIONAL AWARDS

- *Town of Corte Madera 6th Cycle (2023-2031) Housing Element Update Subsequent EIR*, Award of Merit (Outstanding Environmental Analysis Document), 2024 AEP Awards



Shoshana Lutz

SENIOR PLANNER

PROFESSIONAL EXPERIENCE

Mrs. Lutz joined the firm in 2017 with the primary responsibility of writing and managing initial studies, environmental impact reports, and categorical exemptions in compliance with the California Environmental Quality Act (CEQA). Mrs. Lutz also prepares categorical exclusions under the National Environmental Policy Act (NEPA).

She has experience across a range of project types including residential and commercial development, school sites, recreation facilities, and coastal development/infrastructure. In addition to her environmental work, Mrs. Lutz provides private clients with permit processing and entitlement assistance as well as ongoing municipal planning assistance and representation at public meetings.

Prior to joining EMC Planning Group, Mrs. Lutz worked for the City of Carmel-by-the-Sea in the Community Planning and Building Department. Her responsibilities included assisting with preliminary plan check review for building and planning applications, conducting preliminary site assessments on residential properties, and conducting preliminary design reviews in residential and commercial areas.

EDUCATION

B.S. California State University Monterey Bay,
Environmental Science Technology and
Policy, Emphasis in Ecology and Natural
Resources, 2014

PROFESSIONAL ASSOCIATION

- Member, Association of Environmental Professionals



Esme Wahl

ASSOCIATE PLANNER

PROFESSIONAL EXPERIENCE

Ms. Esme Wahl joined EMC Planning Group as an Associate Planner in April 2023. Her area of expertise is local coastal plan amendments, coastal resiliency and adaption planning, habitat management and restoration, and coastal development permits.

Ms. Wahl previously worked for the California Coastal Commission as a Coastal Planner where she collaborated with local governments on issues such as sea-level rise adaption planning, groundwater basin sustainability, and coastal access maximization. She also worked with the counties of San Luis Obispo and Monterey to ensure local coastal development permits were consistent with the Coastal Act and Local Coastal Programs.

Ms. Wahl earned a Bachelor's of Science in Earth Science with a concentration in Environmental Geology from the University of California at Santa Cruz. Coursework included coastal geology, ecology, biology, environmental policy, GIS, California native plants, horticulture, geologic hazards, coastal adaption, groundwater modeling, and climate dynamics. Esme gained valuable experience in formal research data collection and interpretation through a two-month internship with CC-RISE at the University of California Santa Cruz, where she participated in an intensive coral research program.

EDUCATION

B.S. – Earth Science, Environmental Geology concentration, University of Santa Cruz, 2021. Graduated with highest honors.

SKILLS

- ArcGIS
- MS Word, Excel



Zane Mortensen, MS

ASSOCIATE PLANNER

PROFESSIONAL EXPERIENCE

Mr. Mortensen joined the firm in 2022 to provide support in the preparation of environmental planning and land use documents for a variety of development projects such as residential sites, schools, subdivisions, specific plans, hospitals, and recreational facilities. Primary responsibilities involve conducting air quality and greenhouse gas emissions modeling and analysis, as well as the preparation of environmental review documentation in compliance with CEQA/NEPA regulatory standards.

In May 2019, he was awarded a Master's of Science degree from the Environmental Science Graduate Program at California State University, Monterey Bay (CSUMB). During his academic career, he developed a range of skills to apply to environmental issues within the community while working on projects for both State and County entities. He also had the opportunity to participate in research focused on the development of water treatment technology aimed at remediating agricultural pollutants from local tributaries.

Upon receiving his Master's of Science degree in Environmental Science from CSUMB, Mr. Mortensen was hired by the Rural Community Assistance Corporation to facilitate planning efforts that supported drinking water, wastewater, and stormwater infrastructure development for low-income rural communities. His role largely involved overseeing State funded consolidation efforts between small rural community water systems and larger local utility providers.

EDUCATION

- M.S. California State University Monterey Bay, Environmental Science, 2019
- B.S. California State University Monterey Bay, Environmental Science Technology and Policy, 2017
- A.S. Cerritos College, Natural Sciences, 2015
- A.A. Cerritos College, Automotive Mechanical Repair, 2013

CERTIFICATIONS & TRAINING

- UC San Diego CEQA Practice Certification, current enrollment
- The Safe Drinking Water Act, 2019
- Advanced Water Treatment, 2019
- Successful completion Grade I Wastewater Plant Operator Examination, 2014

PUBLICATIONS

- *Current Conditions and Restoration Scenarios for the Carmel River and Riparian Corridor at the Rancho Cañada Parcel of Palo Corona Park: Carmel Valley CA*, Central Coast Watershed Studies, March 2019
- *Hydrology and Water Quality of the Big Sur Land Trust Property in Carr Lake*, Central Coast Watershed Studies, April 2019
- *Isolation of Microbial Populations with the Ability to Use Pesticides as a Sole Carbon Source in Multichannel Woodchip Bioreactors under a Controlled Environment*, American Chemical Society, October 2018



Anna Bornstein, MUP

ASSOCIATE PLANNER

PROFESSIONAL EXPERIENCE

Ms. Anna Bornstein joined EMC Planning Group as an Associate Planner in March 2023. Her areas of expertise are land use planning, client service, and project management.

Ms. Bornstein previously worked as a planner for a design-build firm in Carmel, CA where she managed planning, building, and entitlement applications for luxury residential projects. She conducted site inspections, determined feasibility, and ensured that all projects adhered to jurisdictional zoning, ordinances, codes, and design guidelines. She has demonstrated experience communicating with project stakeholders, and collaborating with consultants providing technical services, to drive projects to completion. Prior employment experience also includes over 8 years with E&J Gallo Winery in Modesto, California where she specialized in account management.

Ms. Bornstein earned a Masters in Urban Planning (MUP) in May 2022 and a Bachelor of Science in Environmental Studies with a Minor in Urban Studies in 2010. Both educational degrees were awarded from San José State University. Coursework included urban planning public finance, land use law, urban design, GIS, planning for sustainable cities, advanced environmental impact assessment, and land use and facilities planning.

EDUCATION & PROFESSIONAL TRAINING

M.U.P. – Masters in Urban Planning, Certificate: Community Design and Development, San José State University, 2022.

B.S. – Environmental Studies with a Minor in Urban Studies, San José State University, 2010.

PROFESSIONAL ASSOCIATIONS

- AICP Candidate
- American Planning Association, Member
- International Downtown Association, Member

VOLUNTEER EXPERIENCE

- Architectural Review Board Member, City of Pacific Grove, January 2023 – Present
- Planning & Community Development Volunteer, Stanislaus County, 2012
- Downtown Modesto Improvement District, Director's Assistant, 2011 - 2012



Janet Walther, MS
PRINCIPAL BIOLOGIST

PROFESSIONAL EXPERIENCE

Ms. Walther joined the firm in 2003 and has been working in the field of biology since 2000. She is responsible for performing botanical and wildlife surveys; wetland and waters of the U.S. determinations; data analysis; and reports in support of management agreements, permits, and mitigation monitoring. She assists clients in complying with the Federal Endangered Species Act, California Endangered Species Act, Sections 401 and 404 of the Clean Water Act, California Fish and Game Code, and local (county and/or city) regulations.

Ms. Walther works with clients to design projects to avoid or minimize impacts to threatened and endangered species. Where impacts are unavoidable, she helps create mitigation strategies and the application documents necessary to obtain the required permits, including habitat conservation and land management plans.

In addition to her experience in biological survey and reporting, Ms. Walther is responsible for preparation of environmental documents in compliance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA). She produces a variety of graphics for use in environmental and natural resources documents and routinely works with ArcGIS, AutoCAD, and Adobe Illustrator/Photoshop.

In previous positions, Ms. Walther inventoried both native and non-native species in compliance with regulatory requirements, and assisted in preparing California Energy Commission Applications for Certification for four major power plant projects in California. She also conducted biological survey work in southern California and the High Desert and wetland and endangered species survey work in Nevada, Arizona, Georgia, and Florida.

EDUCATION

- M.S. California State University Monterey Bay, Coastal Watershed Science and Policy, 2014
- B.S. California Polytechnic State University at San Luis Obispo, Ecology and Systematic Biology, 2000 - Concentration: Environmental Management

CERTIFICATES AND TRAINING

- Biology and Management of California Tiger Salamander Workshop, Elkhorn Slough Coastal Training Program, 2007
- Biology and Management of California Red-legged Frog Workshop, Elkhorn Slough Coastal Training Program, 2007
- OSHA 40-hr HAZWOPER Certificate, 2001 and 8-hr Refresher Training, 2002-2007
- California Pesticide Application Certification, 2003/2004
- Army Corps of Engineers Wetland Delineation Training, 2002

PROFESSIONAL ACHIEVEMENT

- Contributor, *Environmental Mitigation Handbook*, California's Coalition for Adequate School Housing, February 2009



Rose Ashbach, MS

ASSOCIATE BIOLOGIST

PROFESSIONAL EXPERIENCE

Ms. Ashbach joined EMC Planning Group in 2023.

Responsibilities include general biological field surveys; preparation of focused surveys/habitat assessments for special-status wildlife species; jurisdictional wetland and waterway delineation; regulatory agency coordination, permitting and compliance support; and the preparation of resources technical reports and CEQA/NEPA biological resource impact analysis.

Ms. Ashbach's skills include the preparation reports to regulatory agencies; direction of all aspects of habitat restoration projects; production of graphics through ArcGIS, and biological monitoring. Monitoring experience of rare plant and animal species includes: California red-legged frogs, Southwestern pond turtle, California tiger salamander, nesting birds, bats, dusky-footed woodrats, Monterey spineflower, etc.

Ms. Ashbach possesses over 15 years of experience in the field of Biology. She previously worked planning, permitting, and implementing large scale restoration projects throughout California with an emphasis in the Monterey Bay region. She conducted biological surveys in Monterey County, as well as throughout the Columbia River Watershed, and in the High Desert of Nevada. Rose has also worked as a science educator for middle school students and as a lecturer at California State Monterey Bay.

EDUCATION

- M.S. California State University; Monterey Bay Watershed Science and Policy
- B.S. California State University; Humboldt Biology, Minor in Spanish
- A.A. Monterey Peninsula College Emphasis on Geology

CERTIFICATES AND TRAINING

- California Grass Identification (California Native Plant Society, 2023)
- California Tiger Salamander Training (Elkhorn Slough Training Program, 2023)
- Burrowing Owl Training (Elkhorn Slough Training Program, 2022)
- Western Snowy Plover Monitoring Training (Audubon, 2022)
- CNPS CEQA and NEPA Training (California Native Plant Society, 2011)
- ESRI GPS and GIS Certification
- Water Quality Training: Handheld multiparameter water quality meter

MASTER'S PROJECTS

- CSUMB Habitat Management Plan
- Water Policy and Conservation in the Monterey Bay Area
- Watershed Delineation for the City of Pacific Grove
- Macroinvertebrate Monitoring at Big Creek Reserve



Vanessa Potter, MA, RPA

REGISTERED PROFESSIONAL
ARCHAEOLOGIST

PROFESSIONAL EXPERIENCE

Ms. Potter joined EMC Planning Group in June 2023 and is a Registered Professional Archaeologist (RPA) that meets the Secretary of Interior's Standards and Guidelines for her field.

Ms. Potter is responsible for conducting archaeological surveys, database inquiries, cultural sensitivity trainings, Sacred Lands records searches, assisting agencies with Native American consultation, leading archaeological testing, and making recommendations for listing through the California Register of Historical Resources (California Register) and the National Register of Historic Places (NRHP). Other responsibilities include preparing cultural resources sections of environmental documentation in compliance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA).

Ms. Potter has worked in Anthropology since 2000, and specializes in field archaeology, site protection, ethnography, osteology, artifact analysis, and data recovery curation. Previous work experience includes founding her own ethnography company. She also held positions within the anthropology departments of San Jose State University, The University of Arizona, The University of Hawaii, and the Cultural Resources Department of California Parks and Recreation.

EDUCATION

- M.A. San Jose State University,
Applied Anthropology, 2010
- B.A. University of Hawaii, Manoa;
Anthropology, 2000

AWARDS

- Microgrant in Applied Anthropology from San Jose State University, 2009

PUBLICATIONS

An Inventory of Paleoindian Ormentation, Current Research in the Pleistocene, Volume 22, 2005

A class III cultural resources survey of 38.25 acres near Ina and Artesiano roads, Town of Marana, Pima County, Arizona, Published Tucson, Arizona: WestLand Resources, 2005.

A class III cultural resources survey of 5.36 acres near Cortaro Farms Road, Pima County, Arizona: Desert Son Survey, Tucson, Arizona: WestLand Resources, 2005.

A class III cultural resources survey of approximately 0.1 acres in Willcox, State Route 186: SR 186 Willcox ADOT permit, Tucson, Arizona: WestLand Resources, 2005.

A class III cultural resources survey of approximately 3.5 acres near State Route 77, for the Steam Pump Development, Oro Valley, Pima County, Arizona, Tucson, Arizona: WestLand Resources, 2005.

A class III cultural resources survey of approximately 6.9 acres for State Route 287 in Casa Grande, Arizona: SR 287 Casa Grande ADOT permit, Tucson, Arizona: WestLand Resources, 2005.

Class III cultural resources survey of 54.35 acres near Snyder Hill Road and Desert Sunrise Trail: Snyder Hill Estates, Tucson Arizona: WestLand Resources, 2005

A class III cultural resources survey of 2.28 acres near River Road and First Avenue, Pima County, Arizona, 1090 East River Road due diligence, Tucson, Arizona: WestLand Resources, 2005

A class III cultural resources survey at the Highway 80 and Country Club 35-acre property, Cochise County, Arizona, Tucson, Arizona: WestLand Resources, 2006

A class III cultural resources survey of 21 acres at Pima Mine Road, Pima County, Arizona, Tucson, Arizona: WestLand Resources, 2006

A class III cultural resources survey of 22 acres in Benson, Cochise County, Arizona: White Rock Canyon, Tucson, Arizona: WestLand Resources, 2006

A class III cultural resources survey of 55 acres west of Benson, Cochise County, Arizona, Tucson, Arizona: WestLand Resources, 2006

Schedule Examples

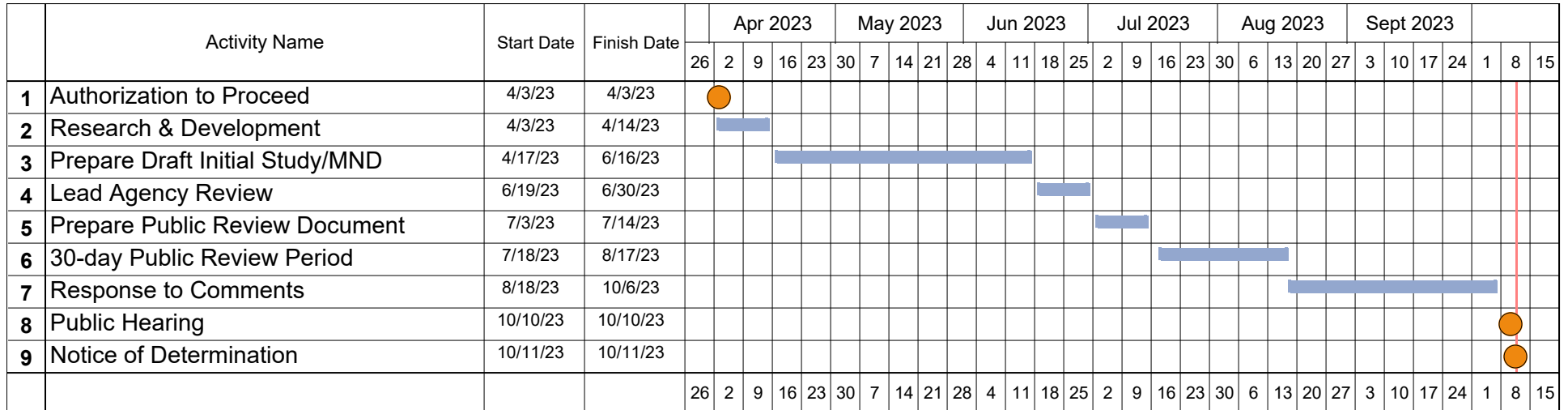
B

ATTACHMENT

Typical, Estimated Timeline for a Categorical Exemption

	Activity Name	Start Date	Finish Date	Apr 2023					May 2023			
				26	2	9	16	23	30	7	14	21
1	Authorization to Proceed	4/3/23	4/3/23		●							
2	Research & Development	4/3/23	4/14/23		■	■						
3	Prepare Draft Cat Ex Findings and Notice of Exemption	4/17/23	4/19/23				■					
4	Lead Agency Review	4/20/23	4/24/23				■	■				
5	Prepare Final Cat Ex Findings and Notice of Exemption	4/25/23	4/27/23					■				
6	Public Hearing	5/10/23	5/10/23							●		
7	File Notice of Exemption	5/11/23	5/11/23							●		
				26	2	9	16	23	30	7	14	21

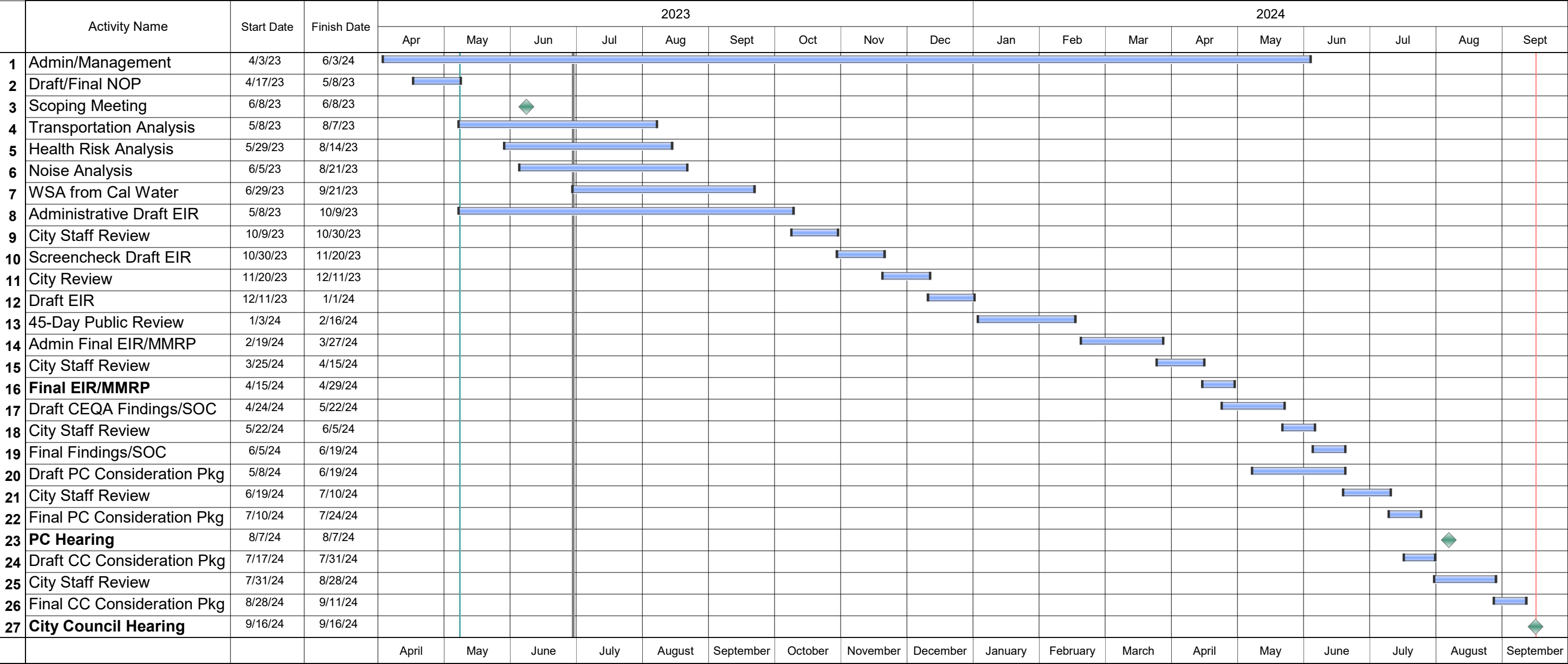
Typical, Estimated Timeline for an Initial Study/Mitigated Negative Declaration



Typical, Estimated Timeline for an EIR

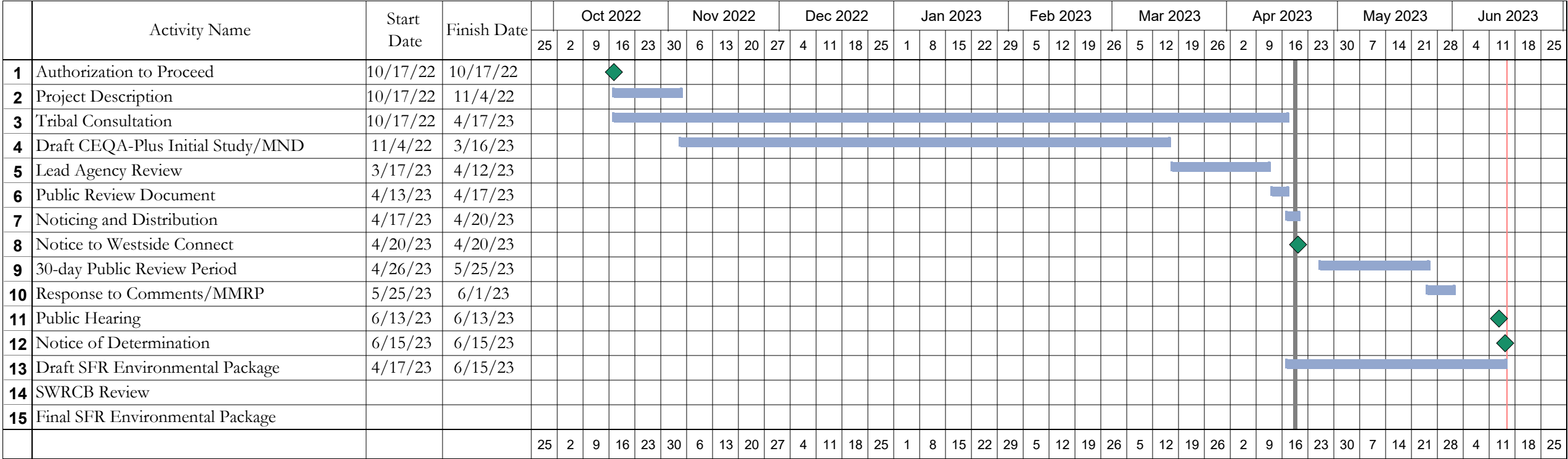
	Activity Name	Start Date	Finish Date	2023										2024		
				Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	
1	Notice to Proceed	4/3/23	4/3/23													
2	Kick-off Meeting/Site Investigation	4/6/23	4/6/23													
3	Prepare Technical Reports	4/3/23	6/30/23													
4	Prepare Draft NOP	4/6/23	4/14/23													
5	Lead Agency Review	4/17/23	4/21/23													
6	Prepare Final NOP	4/24/23	4/26/23													
7	30-day Review Period	4/28/23	5/29/23													
8	Prepare Administrative Draft EIR	4/17/23	7/28/23													
9	Lead Agency Review	7/31/23	8/11/23													
10	Prepare Proof Draft EIR	8/14/23	8/25/23													
11	Lead Agency Review	8/28/23	9/1/23													
12	Prepare Public Draft EIR, NOC, NOA	9/5/23	9/15/23													
13	45-day Public Review Period	9/20/23	11/3/23													
14	Prepare Administrative Final EIR	11/6/23	12/5/23													
15	Lead Agency Review	12/6/23	12/19/23													
16	Prepare Final EIR/MMP/NOD	12/20/23	1/12/24													
17	Prepare Draft CEQA Findings	12/6/23	12/19/23													
18	Lead Agency Review	12/20/23	1/12/24													
19	Prepare Final CEQA Findings	1/15/24	1/25/24													
20	Public Hearing	2/14/24	2/14/24													
21	File NOD	2/15/24	2/15/24													
				Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	

FERRASCI SPECIFIC PLAN EIR
June 29, 2023



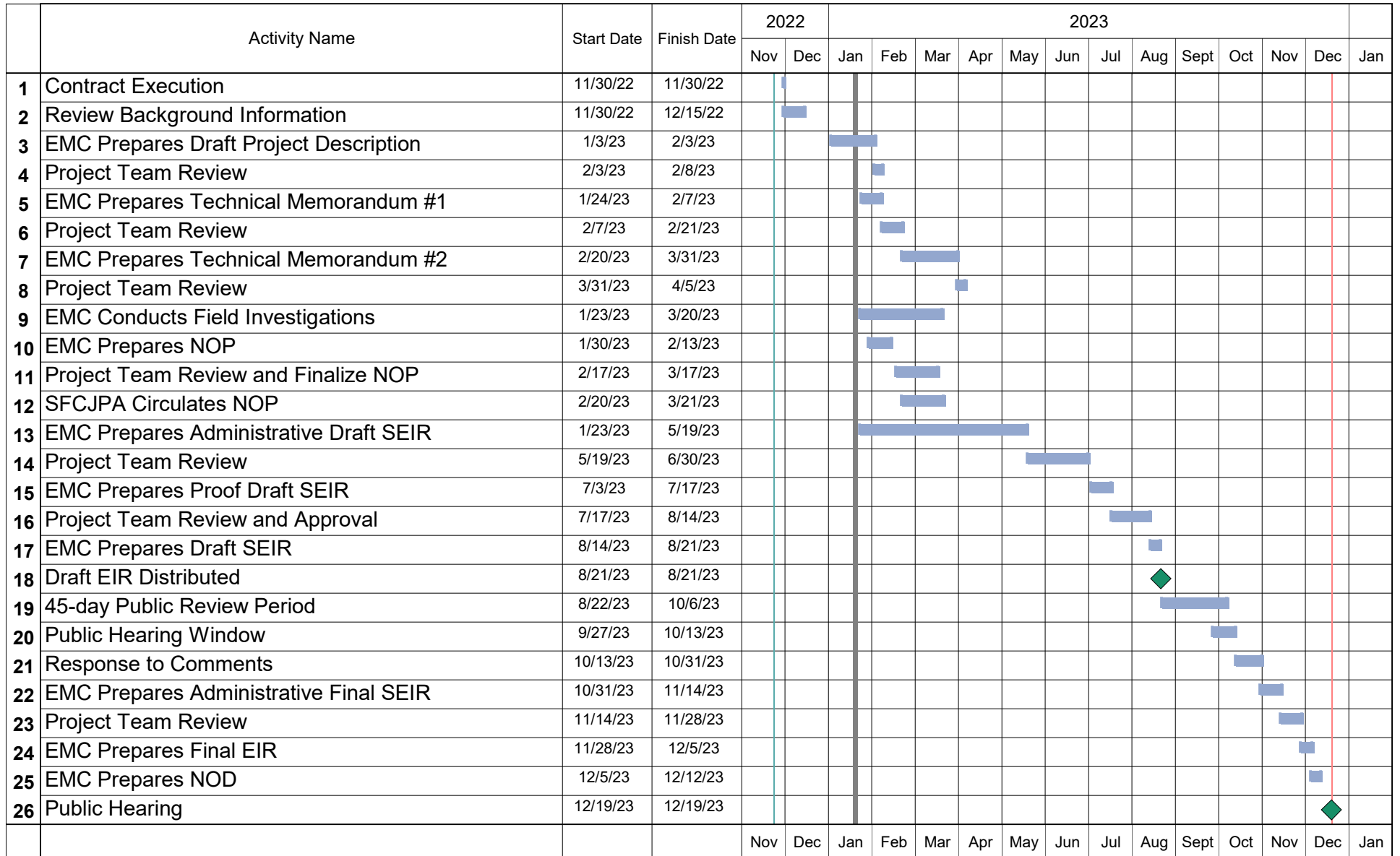
City of Newman Influent Sewer Improvement Project CEQA/NEPA Compliance Schedule

Updated April 19, 2023



San Francisquito Creek Flood Protection, Ecosystem Restoration and Recreation Project

Supplemental EIR Preliminary Schedule



Relevant Projects





EMC Planning Group prepared an initial study/mitigated negative declaration for the East Palo Alto Sanitary District (district) for a proposed a sewer parallel trunk line. The district is proposing to construct an 18-inch new sanitary sewer line, parallel to an existing 24- to 30-inch sanitary sewer line, from manhole T-1 just north of Embarcadero Road and the Palo Alto Regional Water Quality Control Plant, to manhole T-16, just east of San Francisquito Creek Bridge. The total length is approximately 6,000 linear feet. The proposed improvements are located outside of the district service boundaries and within the City of Palo Alto. Biological resources are the primary environmental concerns.

EMC Assigned Staff

Teri Wissler Adam - Senior Principal
 Stuart Poulter, AICP, MCRP - Senior Planner
 Janet Walther, MS - Principal Biologist

Location

Palo Alto, CA

Client

East Palo Alto Sanitary District
 901 Weeks St
 East Palo Alto, CA 94303
 (650) 325-9021

Contact

Akin Okupe, M.B.A., P.E.
 General Manager
 901 Weeks St
 East Palo Alto, CA 94303
 (650) 325-9021
 aokupe@epasd.com

Year Completed

2024

Budget

\$47,275.00

2194 UNIVERSITY AVENUE GAS STATION IMPROVEMENTS IS/MND

E

M

C



EMC Planning Group prepared an initial study/mitigated negative declaration, which included preparation of a noise study and a construction health risk assessment (HRA) for the proposed addition of a car wash to an existing Shell Gas Station located on University Avenue in the City of East Palo Alto. In addition to the IS/MND, EMC Planning Group also prepared the CEQA noticing, response to public comments, and a mitigation monitoring and reporting program. Impacts associated with the project included air quality, nesting birds associated with tree removal, cultural resources, and noise.

EMC Assigned Staff

Teri Wissler Adam - Senior Principal
Stuart Poulter, AICP, MCRP - Senior Planner
Janet Walther, MS - Principal Biologist

Location

East Palo Alto, CA

Client

City of East Palo Alto
2415 University Ave 2nd floor
East Palo Alto, CA 94303
(605) 853-3100

Contact

Jia Liu, Associate Planner
City of East Palo Alto
1960 Tate Street,
East Palo Alto, CA. 94303
(650) 853-3169
jialiu@cityofepa.org

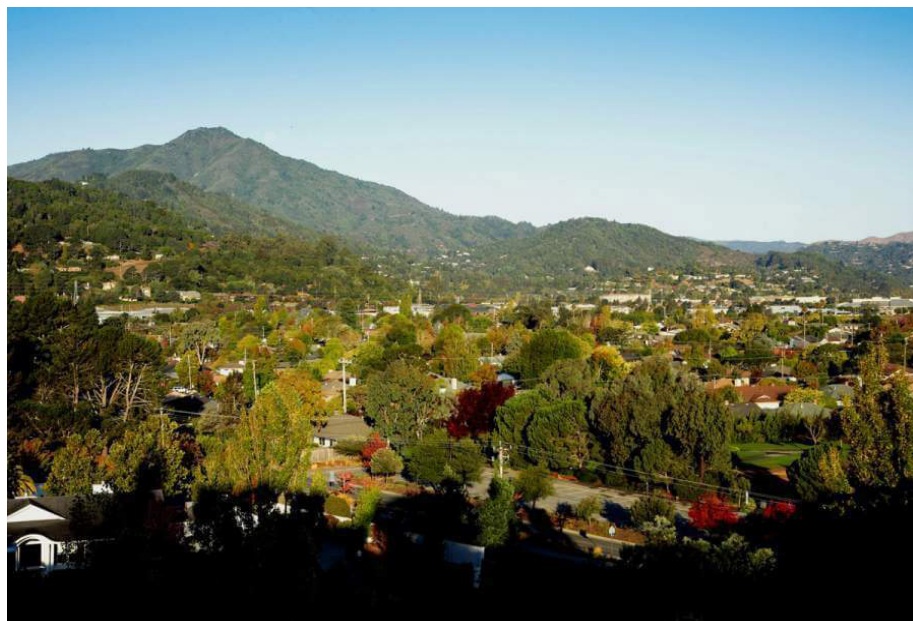
Year Completed

2024

Budget

\$34,687.00

TOWN OF CORTE MADERA 6TH CYCLE (2023-2031) HOUSING ELEMENT UPDATE SUBSEQUENT EIR



EMC Planning Group prepared a subsequent EIR (SEIR) for the Town of Corte Madera's 6th Cycle (2023-2031) Housing Element Update. The EIR was subsequent to the general Plan EIR. The primary action being taken is the 6th Cycle (2023-2031) Housing Element Update. However, updating the housing element also required updating the Safety Element and the Land Use Element of the Town's 2009 General Plan along with amending Title 18 (Zoning) of the Town of Corte Madera Municipal Code. The SEIR evaluated environmental issues associated with visual resources and aesthetics, air quality, biological resources, energy, greenhouse gas emissions, noise, public services, utilities, transportation (VMT), and wildfire hazards. The final SEIR was certified by the Town Council in January 2023.

EMC Assigned Staff

Teri Wissler Adam, Senior Principal
Ron Sissemer, MRP, Senior Principal
Stuart Poulter, AICP, MCRP, Senior Planner
Shoshana Lutz, Associate Planner
Rachel Hawkins, JD, Associate Planner
Zane Mortensen, M.S., Associate Planner
Janet Walther, M.S., Principal Biologist

Location

Corte Madera, CA

Client

Town of Corte Madera
300 Tamalpais Drive
Corte Madera, CA 94925
(415) 927-5050

Contact

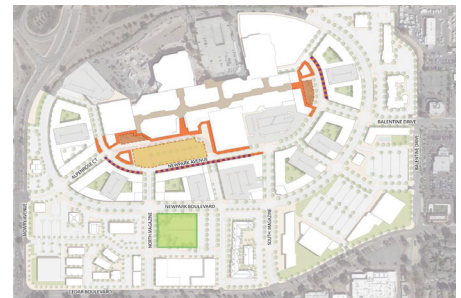
Martha Battaglia, Senior Planner
(415) 927-5791
mbattaglia@tcmmail.org

Year Completed

2023

Budget

\$171,073.00



The NewPark Mall is a suburban-style, enclosed regional shopping mall in Newark, California. It opened in 1980 with over 1.1 million square feet of floor space. Regional competition has contributed to a severe decline in mall revenues and vibrancy. The City of Newark General Plan includes a general vision and policy framework for transforming the mall into a vibrant, premier, regional destination.

EMC Planning Group was retained by the City as the prime consultant to prepare a specific plan to implement the City's vision for revitalizing NewPark Mall as the City's primary economic engine. ELS Architecture and Urban Design joined the EMC Planning Group team to help refine the vision and to craft an urban design plan which captures the vision. Main features of the urban design plan include: a new main street adjacent to the existing mall that will function as a retail and entertainment activity hub; a flexible outdoor event space adjacent to the mall and main street for events such as concerts and farmers markets; anchor public spaces at both ends of the existing mall; pedestrian, bicycle, and transit access throughout the area to connect to retail, office, recreation, and entertainment uses; vehicular circulation design to slow speeds and improve safety for alternative modes; and integration of an existing City park.

Capacity for over 1,500 new high-density residential units is included in mixed use buildings along the new main street. The purpose is to dramatically increase activity at the new retail, restaurant, and entertainment uses along the main street and increase

(Continued on the next page)

Location

Newark, CA

Client

City of Newark
37101 Newark Blvd.
Newark, CA 94560
(510) 578-4208

Year Completed

2018

Budget

\$168,060.00

(Continued)

activity at the existing mall. New office and additional retail uses were placed at the periphery of the residential/commercial mixed uses. Existing large parking fields were replaced with strategically placed public and private structured parking.

The specific plan includes precise policy guidance, development regulations, and design guidelines to steer the design of new individual development projects. However, the specific plan allows flexibility for developers to respond to emerging conditions, the evolving market for retail uses, and the City's desire to attract Class A office uses.

EMC Planning Group also prepared an initial study to meet CEQA requirements for the specific plan. The tiering provisions in CEQA Guidelines section 15183 were used to validate that the proposed project would not have new or more significant impacts than were identified in the City's general plan EIR.

EMC Assigned Staff

Michael Groves, AICP, Senior Principal

Ron Sisseem, MRP, Senior Principal

Teri Wissler Adam, Senior Principal

Shoshana Lutz, Senior Planner



EMC Planning Group led a team of architects and technical subconsultants to support the City of Newark (“city”) with municipal planning and CEQA services needed to begin the NewPark Place Specific Plan (“specific plan”) implementation process. Brookfield Properties (Brookfield) proposed amendments to the approved specific plan that triggered amendments to the specific plan. Urban design and traffic planning analyses were conducted to ensure the amendments met the intent of the original specific plan vision. In addition, Brookfield sought project-specific entitlements to develop a Phase A mixed use project. Simultaneous entitlements to construct a new Costco within the specific plan boundary were also requested. Associated planning services included analyzing consistency of the Costco proposal with the historic NewPark Mall and specific plan retail development capacities.

EMC Planning Group also prepared CEQA documentation for the proposed specific plan amendments and the two individual entitlement applications. EMC Planning Group worked with City staff and City legal counsel to determine that an Addendum would serve as legally defensible documentation. The Addendum included individual analyses of each of the three proposed actions. The EMC Planning Group team included ELS Architecture and Urban Design, Kimley-Horn (transportation), and Illingworth & Rodkin (health risk assessment and noise).

EMC Assigned Staff

Ron Sissem, MRP, Senior Principal
Teri Wissler Adam, Senior Principal

Location

Newark, CA

Client

City of Newark
37101 Newark Blvd.
Newark, CA 94560
(510) 578-4208

Contact

Steven Turner
Community Development Director
City of Newark
Steven.Turner@newark.org
(510) 578-4208

Year Completed

2022

Budget

\$162,339.00



EMC Planning Group prepared CEQA and NEPA documentation for the Light Tree affordable housing project at 1805 E. Bayshore Road in East Palo Alto. The project was eligible for funding through the U.S. Department of Housing and Urban Development (HUD) and for grants through the California Greenhouse Gas Cap and Trade program. The federal grants and/or loans were administered by the County of San Mateo on behalf of HUD. Funding was provided through Community Development Block Grants (CDBG), HOME Community Housing Development Organization (CHDO) funds, and Section 8 Project-Based Vouchers (PBVs). EMC Planning Group also prepared an environmental assessment for the purposes of NEPA to assist the City with obtaining federal funding. The City of East Palo Alto was the CEQA lead agency and the County of San Mateo acted on behalf of HUD as the NEPA lead agency. Under contract to the City of East Palo Alto, EMC Planning Group prepared an initial study and mitigated negative declaration for the purposes of CEQA and an environmental assessment for the purposes of NEPA.

The project site is located adjacent to the high-traffic-volume U.S. Highway 101. The project is the renovation and rehabilitation of 57 existing apartments, and construction of 128 new apartments, increased the number of units by 91 for a total of 185 apartment units. Rehabilitation of existing units included roof replacement, security upgrades, lighting, fencing, windows, seismic and structural upgrades, hardscape upgrades along with accessibility upgrades. Renovations included demolition of 37 occupied units. New buildings would increase the height of the

Location

East Palo Alto, CA

Client

City of East Palo Alto
2415 University Avenue
East Palo Alto, CA 94303
(650) 853-3100

Contact

Guido Persicone,
Former Community Development Director
(currently with the City of Marina)
gpersicone@cityofmarina.org
(831) 884-1289

Year Completed

2019

Budget

\$105,715.00

(Continued)

apartment units from three to five stories. The existing complex was constructed in 1961 and a historic evaluation of the buildings was performed. An initial study was prepared to identify significant impacts and mitigation measures to reduce them. Issues analyzed included exposures to noise and criteria pollutant emissions from U.S. Highway 101 and from project construction, traffic impacts on local roadways and intersections, impacts to protected bird species and trees, and historic and archaeological resources. All potentially significant impacts were mitigated to less than significant.

The environmental assessment was informed by the results of the CEQA analysis and also included assessments of environmental justice and socioeconomic impacts, cumulative impacts, and a discussion of alternatives. EMC Planning group represented City staff at public hearings for the project. The project was approved and has been constructed.

EMC Assigned Staff

Teri Wissler Adam, Senior Principal

Ron Sissem, MRP, Senior Principal

Stuart Poulter, AICP, MCRP, Senior Planner

Janet Walther, Principal Biologist

Shoshana Lutz, Associate Planner

965 WEEKS AFFORDABLE HOUSING CEQA/NEPA COMPLIANCE



The proposed project consisted of 135 dwelling units on a 2.52-acre vacant site located between the Weeks neighborhood and Ravenswood Industrial Area in the Ravenswood/Four Corners Transit Oriented Development Specific Plan (Ravenswood Specific Plan) and is zoned Urban Residential. The scope of work included preparation of CEQA and NEPA documentation for the project. EMC Planning Group prepared an initial study for the purposes of CEQA to identify the potential significant environmental impacts of the project. A NEPA environmental assessment was prepared by EMC Planning Group pursuant to HUD regulations based on the data developed and information provided in the CEQA analysis.

EMC Assigned Staff

Teri Wissler Adam, Senior Principal
Ron Sissem, MRP, Senior Principal
Stuart Poulter, AICP, MCRP, Senior Planner
Janet Walther, MS, Principal Biologist

Location

East Palo Alto, CA

Client

City of East Palo Alto
2415 University Avenue
East Palo Alto, CA 94303
(650) 853-3100

Contact

Guido Persicone,
Former Community Development Director
(currently with the City of Marina)
gpersicone@cityofmarina.org
(831) 884-1289

Year Completed

2019

Budget

\$151,565.00



EMC Planning Group prepared an EIR for the proposed redevelopment of a senior living community in the Town of Los Gatos in an area that has abundant tree cover, primarily oak woodland. The project includes the demolition of an older, vacant senior housing facility in the hills above downtown Los Gatos, and construction of a new senior living community. The proposed project includes the following:

Eight, three- to five-story buildings rising from a ground level base containing the main building entry and reception, health center, and garage;

- 174 independent residential apartments totaling 334,574 square feet with 57 one-bedroom apartments and 117 two-bedroom apartments;
- A 20,588 square foot health center with 17 supporting care units specializing in assisted living care, memory care and respite care;
- 35,429 square feet of total amenity space (including fitness and dining areas);
- 35,280 square feet for back of house and mechanical space; and
- 91,827 square feet of parking space, with 77 standard parking spaces in the new garage.

The EIR focused on the following key environmental issues: impacts to visual resources (building massing and height) from various locations within the Town and from State Route 17, biological resources including removal of large protected trees and special-status plant species, forest land/fire

Location

Town of Los Gatos

Client

Town of Los Gatos
110 East Main Street
Los Gatos, CA 95030
Tel 408.354.6834

Year Completed

2022

Budget

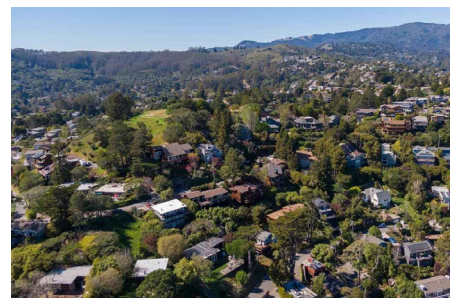
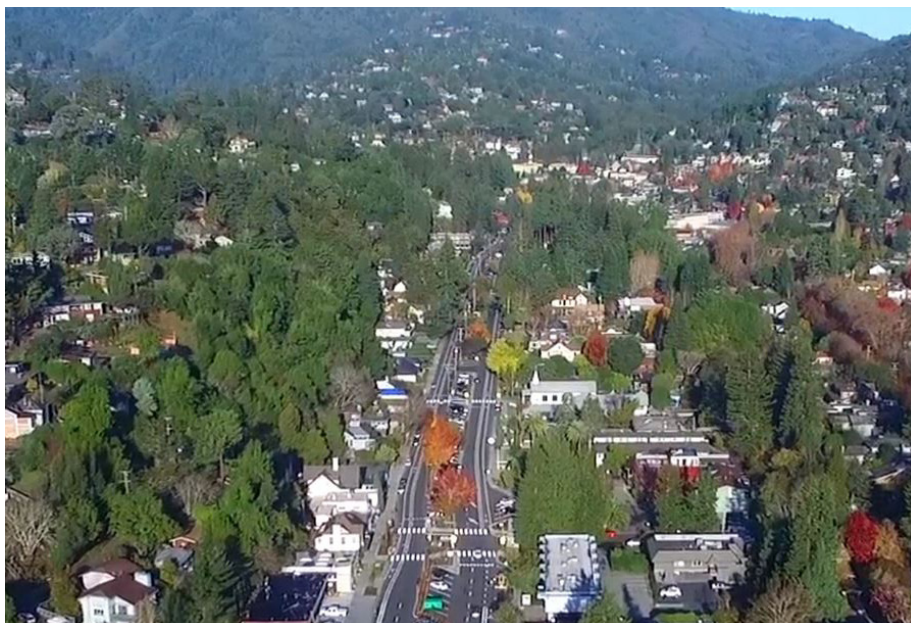
\$124,035.00

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hazards, geologic concerns, noise, public services, sewer capacity, solid waste, vegetation, growth inducement, water supply and groundwater, cultural resources, transportation (vehicle miles traveled), air quality, greenhouse gas emissions, and energy resources.

In addition to the preparation of the EIR, EMC Planning Group also prepared a focused special-status plant survey for the project due to the presence of two special-status plant species on-site during biological surveys as part of the analysis of potential impacts to biological resources. EMC Planning Group also prepared the CEQA findings. The EIR was completed in 12 months.

CITY OF MILL VALLEY 2023-2031 GENERAL PLAN HOUSING AND LAND USE ELEMENT UPDATE AND ZONING AMENDMENTS SUBSEQUENT EIR



EMC Planning Group prepared a subsequent EIR, subsequent to the general plan EIR, for the City of Mill Valley's 6th Cycle (2023-2031) Housing Element Update. Updating the Mill Valley Housing Element to address the goals, policies, and programs contained in the Housing Element also required updates to the Land Use Element of the General Plan, along with amending Title 20 (Zoning) of the City of Mill Valley Municipal Code. The project included amendments to the City of Mill Valley 2040 General Plan (general plan) elements (including amending the Housing Element and Land Use Element); map amendments, (including the General Plan Land Use Map and Zoning Map); and amending the City of Mill Valley Municipal Code. The Housing Element Update identifies 265 parcels or "sites" appropriate for the development of housing for a range of income levels. Of the 265 sites analyzed in this SEIR, 170 sites were identified in the Housing Element sites inventory, which is required by state law to illustrate that the City has enough sites to accommodate at least 865 new housing units at a range of income levels. The environmental analysis focused on aesthetics, air quality, biological resources, energy, greenhouse gas emissions, noise, public services, transportation, tribal cultural resources, utilities, and wildfire hazards. EMC Planning Group also prepared all of the CEQA noticing, and prepared the CEQA findings and statement of overriding considerations.

Location

Mill Valley, CA

Client

City of Mill Valley
26 Corte Madera Avenue
Mill Valley, CA 94941
(415) 388-4033

Contact

Danielle L. Staude, Senior Planner
dstaude@cityofmillvalley.org
(415) 388-4033

Year Completed

2023

Budget

\$184,478.00

EMC Assigned Staff

Teri Wissler Adam, Senior Principal (Project Manager)
Ron Sissemer, MRP, Senior Principal
Stuart Poulter, AICP, MCRP, Senior Planner
Shoshana Lutz, Associate Planner

Rachel Hawkins, JD, Associate Planner
Shoshana Lutz, Associate Planner
Zane Mortensen, M.S., Associate Planner
Janet Walther, M.S., Principal Biologist

SAND CITY SUSTAINABLE TRANSPORTATION PLAN IS/MND

E

M

C



EMC Planning Group prepared an initial study and negative declaration for the Sand City Sustainable Transportation Plan. The Plan is designed to complete gaps in the circulation system for bicyclists, pedestrian, and the mobility-challenged, including improvements to transit access. The analysis focused on the following construction-related impacts: air quality, noise, biological resources, and cultural resources.

EMC Assigned Staff

Stuart Poulter, AICP, MCRP, Senior Planner

Janet Walther, MS, Principal Biologist

Patrick Furtado, MS, Senior Biologist

Location

Sand City, CA

Client

City of Sand City
1 Pendergrass Way
Sand City, CA 93955

Contact

Vibeke Norgaard, City Manager
(831) 394-6700
vibeke@sandcityca.org

Year Completed

2022

Budget

\$20,000.00

Cost Proposal





Planning for Success.

FEE SCHEDULE

(Effective January 1, 2024)

Principals

Hourly Billing Rate

Senior Principal	\$295.00
Principal	\$275.00

Planners

Principal Planner	\$235.00
Senior Planner	\$205.00
Associate Planner	\$175.00
Assistant Planner	\$140.00

Biologists

Monitoring Rate

Principal Biologist	\$225.00	(\$150.00)
Senior Biologist	\$185.00	(\$130.00)
Associate Biologist	\$170.00	(\$120.00)
Assistant Biologist	\$125.00	(\$100.00)

Archaeologist

Registered Professional Archaeologist	\$145.00
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Support Staff

Desktop Publisher	\$150.00
Executive Assistant/Production Manager	\$125.00
Administrative Assistant	\$115.00
GIS/Graphics Technician	\$140.00

This fee schedule is exclusive of direct reimbursable expenses, such as word processing, editing, printing, copying, travel, lodging, dining, communications, supplies, equipment rental, etc. All expenses are billed at cost plus fifteen percent (15%) for administration. All outside services are billed at cost plus fifteen percent (15%) for administration. This fee schedule is subject to revision at any time.

A retainer of up to fifty percent (50%) of the approved contract amount may be required for new clients or projects. Invoices are due and payable within 30 days. Past due balances are subject to a service charge of one and one-half percent (1.5%) per month. Service charges are in addition to approved contract amount.

Expert witness services are provided at a fifty percent (50%) mark-up.

EMC PLANNING GROUP INC.
A LAND USE PLANNING & DESIGN FIRM

601 Abrego Street, Monterey, CA 93940 Tel 831-649-1799 Fax 831-649-8399
www.emcplanning.com

STATEMENT OF QUALIFICATIONS

ON-CALL & ENVIRONMENTAL PLANNING SERVICES

SUBMITTED TO
City Of Pinole Community Development Department
2131 Pear Street, Pinole, CA 94965

MAY 6, 2024



SUBMITTED BY

Michael Baker

INTERNATIONAL

9635 Granite Ridge Drive • Suite 300 • San Diego, CA 92123

We Make a Difference

Ms. Lilly Whalen, Community Development Director
City of Pinole
2131 Pear Street
Pinole, CA 94965
Submitted via Email

MAY 6, 2024

RE: Statement of Qualifications, On-Call & Environmental Planning Services

Dear Ms. Whalen,

Michael Baker International, Inc. (Michael Baker) appreciates the opportunity to submit our qualifications for planning and environmental consulting services to assist the City of Pinole (City) Community Development Department. We have had a long history of on-call environmental and planning services to numerous cities, counties, agencies, water districts, and energy and private sector clients throughout California.

Michael Baker is a recognized industry leader in providing contract planning, extension of staff and municipal support services throughout California. We offer the following distinct advantages:

- A dedicated team of experienced on-call and extension-of-staff planners with a full range of skills to meet your planning needs;
- Experience and knowledge working with the City including the Housing Element, Safety Element and Health and Environmental Justice Element, and Impact/User Fee Schedule; and
- The full support and resources of a 3,500+ person organization with comprehensive planning, transportation, environmental, landscape architecture, architecture, economics and engineering services.

We take pride in our ability to quickly and seamlessly integrate with the Community Development Department. Our goal is to provide exceptional service to staff, applicants and the public with a minimum of staff oversight. We understand the importance of fully adopting the City's plans, standards, practices and protocols, and will work with you to implement plans and ordinances in order to enhance the well-being of the residents, visitors, property owners, and businesses of Pinole.



EXPERIENCE MATTERS | **Bob Stark, AICP**, who will serve as PIC, has successfully managed more than 20 on call

*contracts with agencies throughout California, including the County of San Diego and the Cities of San Marcos, Chula Vista, and Encinitas, among others. Mr. Stark is supported by **Dan Wery, AICP, LEED AP**, as contract manager and point of contact, and the other in-house environmental professionals that make up our team offer the City an unparalleled understanding of the intricacies required in preparing and peer reviewing environmental documentation and supporting studies in compliance with the California Environmental Quality Act (CEQA). Our team at Michael Baker is passionate, committed, and experienced, and is uniquely qualified to help the City address any tasks that arise with an on-call contract.*



FULL RANGE OF IN-HOUSE SERVICES | Michael Baker's value stems from our team of experienced planners and an

established track record of responsive and trusted service. We are a full-service firm offering a wide array of environmental services including CEQA documentation; resource-specific technical studies; hazards analyses; community impact, environmental justice, and socioeconomic evaluations; and various support services including grant preparation and management, community planning, stakeholder engagement, and public outreach support. Our team is therefore able to quickly and adequately fulfill any role in response to the City's on-call service needs.



PROVEN SYSTEMS | Quality assurance, schedule management, and cost controls are essential components to our

management approach. All work products undergo technical and editorial review prior to submittal, and our automated project management tools ensure clear communication of key task metrics on demand. In sharing the City's commitment to quality, we aim to help minimize the City's time and work effort needed to review and move a project through the City's discretionary process to approval.

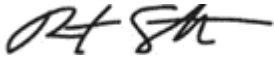
Based on our vast experience and expertise in planning and environmental services, we are confident that we can deliver high-quality results for any service we provide to the City of Pinole. Michael Baker is willing and able to sign the City's agreement without alteration of the standard indemnification and insurance language and we look forward to the opportunity to continue assisting the City of Pinole.

WE ARE READY AND AVAILABLE TO SERVE YOU

I acknowledge and accept the terms and conditions of the Consulting Services Agreement (Attachment A). This proposal is valid for 90 days. We acknowledge receipt of Addendum no. 1 and Addendum no. 2 (both issued April 29, 2024).

Sincerely,

MICHAEL BAKER INTERNATIONAL, INC.



Bob Stark, AICP
Principal-in-Charge/Authorized Signatory
bstark@mbakerintl.com
858-614-5000

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B. COMPANY PROFILE

COMPREHENSIVE PLANNERS. *Michael Baker International, Inc. (Michael Baker) has a proven track record of bringing the Pinole community together to create shared and implementable plans for the future. Michael Baker's recent experience offers unparalleled experience delivering sustainable, and implementable efficiencies and solutions.*

INTRODUCTION

Michael Baker is a full-service planning, environmental, architecture, engineering, design, and construction management firm founded in 1940. We have had a strong California presence for over 80 years. Michael Baker's dedication to providing municipal consulting services has established our reputation as an industry leader.

Our relationship with the City goes back nearly two decades, collaborating with residents, stakeholders, elected/appointed officials, and City staff to develop a balanced and forward-thinking plans to safeguard the quality of life. We continue to offer experienced and personable planning, engineering, and building professionals to assist the City, and we have the resources and experience necessary to get the job done.

As demonstrated on the City's **2022 General Housing Element (HE) and Safety Element Updates**, this included defining and updating plans that are user-friendly and guide future policy in a manner that does not compromise existing character, but also offers reasonable flexibility to make future decisions that are in the best interest of the City. Michael Baker offers the following depth of knowledge and our accompanying qualifications:

RELATIVE EXPERIENCE TO THE SCOPE OF WORK (SOW)

NEED FOR A DIVERSE LEVEL OF EXPERIENCE: The City's community-wide needs are diverse, which makes planning for that diversity dependent on a consultant that is knowledgeable on the many technical issues that go beyond fundamental land use planning, City ordinances that need to be updated, contrasts of development patterns, harmonizing economic development in a manner that respects residential properties, looking beyond individual modes of travel to account for the entire Bay Area transportation system, balancing environmental conditions with service and infrastructure needs, and upholding a high standard of public safety within the community just to name a few. Michael Baker has career experiences working for public agencies within Contra Costa and Alameda Counties, across California, and the Country, that yields our team a critical understanding of the dynamics.

The City of Pinole will continue to benefit from Michael Baker's broad range of experience providing planning and environmental services to advance projects efficiently to municipal, state, federal, and governmental agencies, the California Department of Transportation (Caltrans), private developers, school districts, and various conservation and preservation groups.



PRIMARY CONTACT: Dan Wery, AICP, LEED AP
Principal Community Planner
(858)354-0116 | dwery@mbakerintl.com

COMPANY PROFILE

NUMBER OF EMPLOYEES: 3,902

HEADQUARTERS: 500 Grant Street, Suite 5400
Pittsburgh, PA 15219

BRANCH OFFICES: 11 in California

- 500 Ygnacio Valley Road, Suite 300, Walnut Creek, CA 94596
- 3100 Zinfandel Drive, Suite 125 Rancho Cordova, CA 95670
- 9635 Granite Ridge Drive, Suite 300 San Diego, CA 92123

COMPANY HISTORY

YEARS IN BUSINESS: 84

ORGANIZATION: Corporation

STAFF: 585 in California

- DISCIPLINES:** Civil Engineering ■ Environmental
Cultural Resources ■ Planning
■ Economics ■ Urban Planning

PLANNING SERVICES

- | | |
|--|--|
| ■ Agency Management | ■ Ordinance Preparation |
| ■ Code Compliance | ■ Organization Review |
| ■ Community Engagement | ■ Permit Streamlining Programs |
| ■ Development of Procedures, Policies, & Forms | ■ Plan Review and Code Compliance |
| ■ General Plan Updates & Amendment | ■ Project Tracking |
| ■ Land Use & Policy Planning | ■ Public Outreach- In-person and Virtual |
| ■ Management of Outside Consultants | ■ Specific Plans and Vision Plans |
| ■ Objective Design Standards | ■ Urban Design |

ENVIRONMENTAL PLANNING SERVICES

- | | |
|---|--------------------------------------|
| ■ Environmental Documents | ■ Natural Resources |
| ■ Air Quality Modeling & Permitting | ■ Paleontology |
| ■ Archaeology | ■ Public Outreach |
| ■ Architectural History | ■ Regulatory Assistance & Permitting |
| ■ Mitigation & Monitoring Program | ■ Specialized Technical Studies |
| ■ Native American Consultation | |
| ■ Environmental Transportation & Mobility | |
| ■ Civil Engineering & Design | |

PLANNING SERVICES

Michael Baker's planners bring significant experience to their work, accompanied with awareness of our role in implementing the City's policies and procedures. We will continue to work with you to fully understand not only the specifics of the development proposals we review but the history and background that will help us to create an analysis and recommendation reflecting the City's policies and practices.

When we commit the identified key staff to you, we are also committing the resources of the entire firm. Staff with expertise in landscape architecture, environmental compliance, community development, transportation planning, development review, code compliance, climate change, GIS, engineering, building inspection, and regulatory documentation can be called upon to support and offer the City a wealth of knowledge.

We structure contracts to match your needs – We can provide entry-level staff or experienced managers. We build flexibility into our on-call contract work programs to better respond to a fluctuating workload, resulting in cost savings to our clients. The City will also benefit from the continuity, proven client responsiveness, and the creative, pragmatic approach of our planning and environmental planning leadership team.

ABILITY TO PROVIDE A FULL RANGE OF SERVICES



The Michael Baker team's complete set of in-house professional services aligns well with the potentially broad scope of tasks under this contract. Our extensive team offering a wide range of expertise enables us the ability to address any issues that may arise during the contract term, allowing the City to have all its resources available within a single integrated team. The Michael Baker team is large enough to respond to any task order or critical issue while being flexible to varied and shifting needs.

REGIONAL HOUSING NEEDS

Program 1 has a mid-cycle review by Q1 2027. With identification of additional sites or programs by Q3 2027. The City will see cost and schedule savings due to our team's familiarity with city-owned sites, the intricacies of lower-income development eligibility, and SB 166. As part of the **2022 General HE and Safety Element Updates**, Michael Baker developed a short list of six additional development opportunity sites. Where we can assist:

- **Mid-Cycle Review:** A short memo to provide a status update on affordable housing developments.
- **Prioritize Replacement Sites:** Add to the RHNA site inventory should the City have a net loss
- **Ensure SB 166 Compliance:** Unmet RHNA (83 total units) by increasing housing opportunities for all existing and future residents

ENVIRONMENTAL PLANNING SERVICES

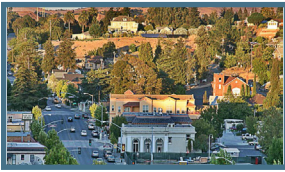
We offer a broad range of experience providing environmental services to advance projects efficiently through the environmental documentation/permit process, acquisition, mitigation, and construction stages. We maintain a highly qualified team of environmental scientists, engineers, planners, geologists, and cultural resources specialists who prepare documents, perform environmental investigations, assess impacts, document findings, obtain permits, and development and implement mitigations. In doing so, Michael Baker offers considerable experience in preparing environmental documents in compliance with CEQA/NEPA, including associated technical analyses such as air quality and greenhouse gas (GHG) emissions; biological, cultural, and natural resources; noise and vibration; and transportation.



Further, Michael Baker offers the City a team that has prepared and peer reviewed countless CEQA/NEPA documents for agencies across California—many of which have been prepared under on-call service agreements—such as environmental impact reports (EIRs), initial studies/mitigated negative declarations (IS/MNDs), categorical and statutory exemptions, as well as categorical exclusions, Environmental Assessments (EAs), and Environmental Impact Statements (EISs). Our experience as an environmental consultant to hundreds of public agencies throughout California, including in the San Diego and Southern California regions, has given us exceptional environmental planning qualifications and a wide range of problem-solving abilities. Our in-house experts understand legal issues, best practices, and special considerations to develop innovative, appropriate, and defensible solutions.

Under our on-call agreements, our clients routinely turn to us as a trusted advisor on CEQA/NEPA topics, including developing strategies for addressing unique environmental challenges, conducting training sessions for staff and elected and appointed officials, and conducting peer reviews of environmental documents and technical studies submitted by project applicants. As our staff have extensive experience with all steps in the CEQA and NEPA processes, Michael Baker regularly assists agency staff with conducting preliminary reviews, preparing and circulating public notices, conducting public meetings, preparing responses to comments, presenting at public hearings, and drafting and implementing mitigation monitoring and reporting programs, among other services.

RELEVANT EXPERIENCE & REFERENCES



Housing, Safety, and Environmental Justice Elements | *City of Pinole, CA*

Completed: 2024

Reference: Lilly Whalen, (510) 724-9832; lwhalen@ci.pinole.ca.us

Value: \$481,360

Michael Baker prepared a comprehensive set of revisions to the city's 6th Cycle General Plan housing element and safety element and prepared a new environmental justice element. The project involved a **comprehensive public engagement plan in four languages and multiple city council and planning commission workshops.**

We updated the current safety element to align with the OPR guidelines, bolstering the wildfire section, and the addition of several new topics including climate resiliency, evacuation, drought, dam inundation, the impact of the tsunami, emergency preparedness, crime, and health crises. The safety element update included a vulnerability assessment of critical facilities that will guide the climate resiliency policies. Michael Baker also conducted an evacuation routes study in accordance with AB 747 that will evaluate the capacity and viability of evacuation routes during a wildfire event and a dam breach event.



On-Call Planning Services | *County of San Diego, CA*

Completed: Ongoing

Reference: Camila Easland, (858) 495-5491;

Value: \$2.1M

camila.easland@sdcounty.ca.gov

Michael Baker is providing comprehensive long-range planning services for the County of San Diego. Projects include the adoption of a compliant Housing Element, Zoning Ordinance Update, development of a Community Benefits Agreement framework, "Let's Talk Housing," middle income/workforce housing review, Fallbrook Subarea Plan, and the award-winning Campo Road Corridor Revitalization Specific Plan.

The preparation of comprehensive zoning amendments that implemented over 120 state housing laws, addressing 20+ bills adopted by the state since 2019. These updates provide clarity to staff and applicants on aspects of the code in response to new requirements. This project helped implement the County's recently adopted Housing Element that Michael Baker prepared.

Michael Baker's long-range planning approach includes integrated stakeholder engagement and outreach plans. The team provided workshop facilitation, a web page, direct stakeholder outreach, and several presentations and workshops for the public, County staff, and the Board of Supervisors.



On-Call Environmental & Planning Services | *City of Encinitas, CA*

Completed: Ongoing

Reference: Anna Colamussi (760) 633-2724;

Value: \$375,000, to date

acolamussi@encinitasca.gov

Michael Baker is providing planning and environmental services for discretionary projects which may include third-party peer review of CEQA documents and environmental technical studies; tribal consultation assistance in compliance with AB 52 and SB 18; strategic CEQA processing decisions; and other CEQA-related assistance, on an as-needed basis.

Presently, Michael Baker is peer reviewing the El Camino Real Specific Plan (ECRSP) which is intended to provide a framework to guide future development and improvements within the approximately 228-acre ECRSP Specific Plan Area. A key goal of the ECRSP is to support revitalization of the Specific Plan Area through implementation of streetscape improvements and objective design standards and guidelines to ensure that future redevelopment activities achieve the land use vision and design objectives intended for the SPA.

Retail Recovery Study | *City of Palo Alto, CA*

Michael Baker is conducting a retail recovery study for four commercial areas in Palo Alto to provide recommendations to retain, attract, and reinvigorate existing commercial areas, particularly areas that provide retail services. The research and analysis included stakeholder and peer city interviews, comparison of City's commercial zoning code with two peer cities, in depth analyses of city's zoning code, national retail trends analysis, local analysis based on CoStar and ESRI data, best practices. As a result of analysis several high-level modifications to zoning code were proposed that included eliminating or reducing regulatory constraints, conflicts, and outdated zoning strategies that deter, discourage, or overcomplicate the attraction, retention, and adaptation of retail business in Palo Alto.

A large part of the study is also within half mile of two train stations. Hence, the team also evaluated the implications of AB 2097 on study areas in order analyze the adequacy of the existing parking inventory and potential impacts on retail establishments and other future development in these parking relief areas. The outcome included providing recommendation for updates to parking regulations and management strategies.

Additional Relevant Projects List

These projects outline our experience and understanding of the work requested for the on call and environmental planning services.

PROJECT	CLIENT	CEQA Peer Review	CEQA Document Prep.	CEQA & NEPA Strategy	Technical Study Prep.	Outreach & Engagement	Inter-agency Coordination	Site Assessment	Plan Review	Housing Policy	Staff Support
On-Call Planning Services	City of Eastvale	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
On-Call Environmental Services	City of Chula Vista	✓		✓			✓				
On-Call Environmental Services	City of San Marcos	✓	✓	✓	✓		✓	✓	✓		✓
On-Call Planning Services	County of San Diego		✓	✓	✓	✓		✓		✓	
As-Needed Planning Services	Riverside County	✓	✓		✓					✓	✓
On-Call Planning Support	San Bernardino County Trans. Authority	✓			✓	✓			✓	✓	✓

C. ORGANIZATION & STAFFING

FULL SERVICE TECHNICAL EXPERTISE. Michael Baker has a proven track record of success on annual consultant agreement contracts across the state – including a tremendous amount of planning experience right here in the City of Pinole.

ORGANIZATION CHART



KEY

* Key Staff

SUMMARY OF QUALIFICATIONS, LICENSES, & EXPERIENCE OF STAFF

Name	Role	Years of Experience /with Firm	Licenses/Certifications	Education	Representative Projects
Bob Stark, AICP	PIC, QA/QC	27; 12	AICP, 17175	MCRP, Cal Poly San Luis Obispo	
Bob has full authority to perform contractual matters, commit firm resources, and is ultimately responsible for the quality and timeline throughout the contract. Bob has successfully managed 20+ On-Call CEQA contracts.		▪ 2022 Housing, Safety, and Environmental Justice Elements. <i>City of Pinole.</i> PIC ▪ On-Call Planning Services. <i>City of Chula Vista.</i> PM. ▪ As-Needed Environmental Planning Services. <i>City of Eastvale.</i> PM/CEQA Reviewer.			
Dan Wery, AICP, LEED AP	Contract Manager	37; 19	AICP, 010438; LEED AP, 10037662	BA, Urban Studies, Columbia University	
Dan applies his 37 years of experience to solve problems in a holistic, responsible, and pragmatic manner that best serves the community and environment.		▪ 2022 Housing, Safety, and Environmental Justice Elements. <i>City of Pinole.</i> PM ▪ As Needed Advance Planning Services. <i>County of San Diego.</i> PM. » Housing Zoning Ordinance/Element Update » Housing Affordability Strategy Support » Housing, EJ, and Safety Element Strategies			
Surabhi Barbhaya, AICP, LEED AP	Planner, Land Use, Urban Design, Public Outreach	20; 6	AICP, 022061; LEED AP	MCRP, Land Use Planning, University of Cincinnati; B Arch., Architecture, Maharaja Sayajirao University of Baroda, India	
Surabhi specializes in Socioeconomics, Title VI and EJ, Land Use Planning, Zoning, Mitigation Plans and Environmental Commitments. She is experienced in urban planning, urban design, active transportation, comprehensive planning, design guidelines, complete streets, bike master plans, trail and greenway planning, and pedestrian studies.		▪ 2022 Housing, Safety, and Environmental Justice Elements. <i>City of Pinole.</i> PM/ Safety Element Lead. ▪ Commercial District Parking and Market Study. <i>City of Rolling Hills Estates.</i> PM/ Primary Author. ▪ Housing Prototype Study and Objective Design Standards. <i>City of Cañada Flintridge.</i> PM/Land Use Planner. ▪ Retail Recovery Study. <i>City of Palo Alto.</i> PM/Land Use Planner.			
Shannon Liska, AICP	Planner, Public Outreach	4; 3	AICP, 35033	MCP, City Planning, San Diego State University; BA Economics, Gonzaga University; BA, Sociology, Gonzaga University	
Shannon contributes to policy, ordinance, and land development projects, applying her expertise to CEQA categorical exclusions and environmental research, community planning, entitlement support, housing elements, and general plan updates.		▪ 2022 Housing, Safety, and Environmental Justice Elements. <i>City of Pinole</i> Planner. ▪ Housing Zoning Ordinance/Element Update. <i>County of San Diego.</i> Planner. ▪ ADU Program Support. <i>SANBAG.</i> Planner. ▪ HE and Safety Element Revisions. <i>City of Modesto.</i> Planner. ▪ HE Update. <i>City of Escondido.</i> Planner.			
Hannah Kreitman, AICP Candidate	Planner, Public Outreach	4; 1	AICP Candidate	BA, Urban Studies and Planning, UC San Diego	
Hannah supports housing related projects including preparation of housing elements, zoning ordinances, and housing policy. She is an effective communicator and experienced researcher.		▪ 2022 Housing, Safety, and Environmental Justice Elements. <i>City of Pinole</i> Planning Support. ▪ HE Revisions. <i>City of Modesto.</i> Planner. ▪ HUE Amendment Two. <i>City of Norwalk.</i> Planner. ▪ ADU Program Support. <i>SANBAG.</i> Planner.			
Noelle Anderson	Hazard Mitigation, Environmental Justice, Land Use, Public Outreach	10; 10	MUP, University of Southern California; BA Environmental Studies/Environmental Planning, UC Santa Barbara		
Noelle provides hazard mitigation and vulnerability analysis services. Her experience includes both local and multijurisdictional hazard mitigation plans. Her skill set includes identifying community hazards, evaluating past mitigation measures to develop future mitigation policy, plan implementation and maintenance.		▪ 2022 Housing, Safety, and Environmental Justice Elements. <i>City of Pinole.</i> Task Lead. ▪ Local Hazard Mitigation Plan, Safety Element, Emergency Operations Plan Update. <i>City of South Gate.</i> Project Manager. ▪ Safety Element Update and Environmental Justice Element Update. <i>City of Seal Beach.</i> Project Manager.			
Jordan Gray, PE, TE	Transportation Planner	9; 8	PE - Civil, C 89288 ; TE - TR 2987	BS, Civil Engineering, San Diego State University	
Jordan is skilled with traffic modeling software including Synchro and SimTraffic which he utilizes to analyze existing traffic operations and develop proposed improvements.		▪ 2022 Housing, Safety, and Environmental Justice Elements. <i>City of Pinole.</i> Transportation Planner. ▪ On-Call Engineering Services. <i>City of Oakland.</i> Transportation Engineer. ▪ On-Call Environmental Services. <i>SANBAG.</i> Transportation Planner. ▪ Civic Center Revitalization IS/MND. <i>City of Garden Grove.</i> Transportation Engineer.			

Name Role Years of Experience /with Firm Licenses/Certifications Education Representative Projects	
Rick Williams, AICP Transit, Economics 21; 19 AICP, 019892 BA, Management Development, Fresno Pacific University	
Rick specializes in economic development and predevelopment planning services to government agencies authoring more than 300 plans and economic studies.	■ 2022 Housing, Safety, and Environmental Justice Elements. <i>City of Pinole.</i> Planning Support. ■ Housing Zoning Ordinance/Element Update. <i>County of San Diego.</i> Planner. ■ ADU Program Support. <i>SANBAG.</i> Planner.
Dawn Wilson, PE, TE Transportation, Mobility 29; 21 PE - Civil, C62562; TE - 2548 MS and BS, Civil Engineering, UC Irvine	
Dawn specializes in transportation planning and multimodal studies that focus on balancing transportation modes within the built environment.	■ 2022 Housing, Safety, and Environmental Justice Elements. <i>City of Pinole.</i> Planning Support. ■ Housing Zoning Ordinance/Element Update. <i>County of San Diego.</i> Planner. ■ ADU Program Support. <i>SANBAG.</i> Planner.
Lauren Winkler, GISP GIS, Mapping 20; 20 GISP, 49870 MS, Cartography & GIS, University of Wisconsin at Madison; BS, Information Systems/French & Francophone Studies, Carnegie Mellon University	
As a GIS specialist and cartographer, Lauren has created and managed geospatial data and has designed print and web maps for high-visibility federal and local clients.	■ 2022 Housing, Safety, and Environmental Justice Elements. <i>City of Pinole.</i> Applications Developer. ■ Master Address Database Development. <i>City of San Jose.</i> GIT Specialist. ■ GIS Trash Dashboard. <i>Caltrans.</i> GIT Specialist.
Rick Hendrickson, GISP GIS, Mapping 27; 26 GISP, 52598 BA, Environmental Studies, UC Santa Barbara	
Rick has experience working with and managing GIS projects for the utility industry, municipalities, and governmental agencies. He has designed and developed web-based interactive project viewers.	■ Tesoro Extension Project Environmental Assessment. <i>Transportation Corridor Agencies.</i> GIT Analyst. ■ On-Call GIS Services. <i>Mesa Water District.</i> Project Manager. ■ Port of San Diego Trash Amendment Support. <i>San Diego Unified Port District.</i> GIT Manager.
Dino Serafini, PE Economics 27; 17 PE - Civil, C 51164 MA, Environmental Policy & Management and BS Resource Economics, UC Riverside	
Dino has extensive experience in the development of public facilities financing plans, cost estimates, phasing plans, threshold criteria, and the financial implications of land development policies.	■ Public Facilities Financing Plans and Fiscal Impact Analysis. <i>City of Chula Vista.</i> PM. ■ Development Impact Fee Program Review and Update. <i>City of Coachella.</i> PM. ■ Peer Review of Fiscal Impact Analyses. <i>Riverside County.</i> PM. ■ Community Benefits Agreements Program. <i>County of San Diego.</i> PM.
Peter Quintanilla Land Use, Public Outreach 26; 7 M. Arch Architecture/Urban Design and BA Chemistry, University of Miami	
Peter leads a team of innovative urban designers, engineers and planners. He utilizes live drawing to engage the community in decision-making during the design process for comprehensive plans, specific plans, vision workshops.	■ Campo Road Corridor Revitalization Specific Plan. <i>San Diego County.</i> Urban Design Lead. ■ Casa de Oro Specific Plan. <i>San Diego County.</i> Urban Design Lead. ■ Comprehensive Planning Services. <i>City of Eastvale.</i> Urban Design Lead.
Kirsten Compitello, AICP Urban Design, Development Review 12; 6 AICP, 33164 MA, Cultural Anthropology, Columbia University; B Arch, University of Notre Dame	
Kirsten is an experienced planner with a focus on public engagement, planning policy, community planning, and visual storytelling.	■ General Plan Update. <i>City of Rolling Hills Estates.</i> Senior Planner. ■ Quality Development Design Guidelines, Adaptive Reuse Program, and Update of Subdivision Regulations. <i>City of Mesa, AZ.</i> Planner.
ENVIRONMENTAL	
Nicole Marotz, AICP, LEED AP CEQA Lead 27; 21 AICP, 127424; LEED AP MUP, Urban & Environmental Planning, University of Virginia; BA, Architectural Studies, University of Kansas, Lawrence	
Nicole is responsible for the preparation and review of environmental technical reports, in addition to providing land use planning and environmental permitting services for development and redevelopment projects.	■ 2022 General HE and Safety Element Updates. <i>City of Pinole.</i> Senior Environmental Specialist. ■ On-Call Environmental Services. <i>City of San Marcos.</i> Senior Environmental Specialist. ■ On-Call Peer Review Services. <i>City of Chula Vista.</i> Senior Environmental Specialist.

Name	Role	Years of Experience /with Firm	Licenses/Certifications	Education	Representative Projects
Cristina Trevizo	Environmental Planner	18; 3	BS, Environmental Policy Analysis & Planning, UC Davis		
Cristina provides environmental support services to Plymouth, Rolling Hills Estates, Rancho Cordova, Citrus Heights, Fullerton, San Pablo, South San Francisco, Cupertino, Sacramento County, and Riverside County.		■ On Call Planning Support. <i>City of Palo Alto.</i> Environmental Planner. ■ Parkside Apartments NEPA EA and FONSI. <i>Lakeport, CA.</i> Environmental Planner. ■ Inland Branch 2020 Fire Emergency Clean-Up Response Programr. <i>CalRecycle.</i> Environmental Planner.			
Cameron Savojs, LEED GA	Environmental Planner	8; 2	LEED GA, 0011504898	MURP, Planning & Urban Design, University of Colorado at Denver; BAE Environmental Planning, University of New Mexico	
Cameron supports a variety of design, transportation, and community development projects including preparing active transportation plans, safe routes to school plans, design guidelines, conceptual site plans and GIS services.					
Ian Plascencia	Environmental Planner	4; <1	BA, Public Administration, San Diego State University		
Ian supports a variety of design, transportation, and community development projects for municipal clients.					
James Daniels, MA, RPA	Cultural & Historical Resources	18; 2	RPA, 52140	MA, Anthropology, Cal State Long Beach; BA, Anthropology, North Carolina State University	
Experience includes archaeological surveys, evaluations of historic and prehistoric sites for listing in the California and National Registers, site mitigation data recoveries, mitigation monitoring, and preparation of archaeological resource management reports and cultural resources technical reports.					
Susan Wood, PhD	Cultural & Historical Resources	12; 11	PhD, History, UC Riverside; MA, Public History, UC Riverside; BS, Anthropology, Cal Poly		
Susan is a senior architectural historian experienced in historic preservation and cultural resource management. She meets the Secretary of the Interior's Professional Qualification Standards for Architectural History, History, and Archaeology.					
Kristen Bogue	Haz Mat/ESA	19; 19	BS, Environmental Analysis & Design, UC Irvine		
Kristen prepares environmental studies focused on due diligence planning activities. She prepares Phase I Environmental Site Assessments, Initial Site Assessments, Preliminary Hazardous Materials Assessments pursuant to CEQA.					
Eddie Torres, INCE	Air Quality/Energy/GHG/Noise	25; 25	MS, Mechanical Engineering, University of Southern California; BS Mechanical Engineering; BA Environmental Analysis and Design, UC Irvine		
Zhe Chen, LEED GA	Air Quality/Energy/GHG/Noise	9; 5	LEED GA	MBA, Business Administration, UC Irvine; MS Environmental Science & Engineering, Stanford University; BS Chemistry, Peking University	
Tina Yuan	Air Quality/Energy/GHG/Noise	3; 3	MS, Environmental Engineering, University of Southern California; BS, Environmental Science, University of Arizona		
Ryan Henry	Biologist	26; 24	USFWS, TE031848-4	BS, Applied Ecology, UC Irvine	
Marisa Flores	Biologist	19; 17	BS, Ecology and Evolution, UC Davis		
Samantha Martinez	Environmental Associate	2; 2	BS, Biological Sciences, Cal State San Marcos		
Jay Sullivan, PE, CFM, QSP/D	Hydrology & Water Quality	20; 18	PE - Civil, 77445; CFM, US-13-07186; QSP/QSD, 20571	BS, Civil Engineering, Virginia Polytechnic Institute & State University	
Jacob Swim, TE	Transportation & Mobility	20; 8	TE - 2873	BS, Civil Engineering, San Diego State University	

D. DESCRIPTION & APPROACH

FULL SERVICE TECHNICAL EXPERTISE. *Michael Baker has a proven track record of success on multiple on-call planning and environmental contracts across the state. This section identifies the understanding and acceptance of the scope of work, the approach to providing on-call and extension of staff services, the process for assigning and completing task orders, and recommended best practices for providing on-call services.*

UNDERSTANDING & AGREEMENT WITH SCOPE OF WORK

Michael Baker understands Pinole has been experiencing a dramatically increased planning workload including five new development housing developments and a large industrial building. We are also keenly aware that Pinole has also been very busy in the last few years with several significant policy and ordinance development projects. It was our pleasure to assist Pinole with the preparation and the recent adoption and HCD certification of Pinole's 6th Cycle Housing Element, update of the Safety Element, and preparation of a new Health and Environmental Justice Element. Through these efforts, we have come to intimately understand Pinole's land use, regulations, and have enjoyed working very closely and effectively with Pinole's staff.

We helped prepare the Housing Element programs and are prepared and uniquely qualified to help the city implement the programs in accordance with the commitments in the Housing Element. We understand that the Housing Element relies on the existing and future success of the mixed-use corridors in Pinole and that the Three Corridor Specific Plan is ripe for review and update to grow with the cities new housing and commercial activity. We have prepared a number of specific plans, new mixed-use zoning and corridor revitalization plans in the last few years that should prove directly relevant to Pinole's goals.

We also understand that Pinole requires additional staff to help absorb the increased workload. The city needs consulting staff with experience in a broad range of development projects to effectively administer the goals and vision of the Pinole General Plan, Housing Element, Zoning Code and Three Corridor Specific Plan. Our staff not only prepare such plans, but also seamlessly serve as extension of city staff to many cities throughout California. This helps bring a level of understanding and examples that will benefit Pinole with project reviews, policy development and updates, and code amendments where necessary.

An important part of our municipal planning and environmental services at Michael Baker includes assisting cities and other public agencies with the review of development projects from the conceptual stage through final occupancy. Michael Baker's planners have extensive public agency experience and can provide a wide-range of services related to development review, writing staff reports, resolutions and conditions approval, and working with developers to design projects consistent with the City's goals and objectives. Michael Baker has been a recognized leader of entitlement planning

services for over 40 years. The projects types range from simple to complex and are located throughout California. Team members work closely with each client to ensure a committed and professional approach to delivering successful projects. Our client commitment, quality of work and professionalism has been the cornerstone of repeat work and existing client relationships. Our personnel possesses a wide diversity of specialized experience in land development planning, infrastructure phasing, due diligence, coastal planning, and transportation planning. The Michael Baker Team members have direct experience in successfully providing these services to other cities.

As noted in our qualifications, available staffing and references, we offer the full range of planning services that Pinole may need including:

- General Plan, Master Plan, Specific Plan, Zoning Ordinance, Subdivision Ordinance, Grading Ordinance, and other Municipal Code Updates and Revisions.
- Policy and procedure development in support on-going process improvement. Examples include developing standard staff report templates, establishing substantial conformance procedures and thresholds and creating planning counter content including FAQs and public handouts.
- Processing private development applications and cases including managing and review of CEQA documents.
- Reviewing projects for consistency with traditional and form-based codes and architectural design guidelines.
- Providing general project management and process implementation services.
- Providing support at the planning division's public counter.
- Preparing and presenting staff reports to community workshops, Planning Commissions, and City Council hearings.
- Working directly with applicants to efficiently guide them through the entitlement process.

APPROACH TO ON-CALL PLANNING SERVICES

Michael Baker is a recognized leader in the provision of on-call services. We have multiple on-call and extension of staff services throughout California and understand well the unique challenges and techniques of providing on-call services. We regularly provide contract staff to augment city planning department staff and contract to lead and prepare special community engagement, studies, and policy and ordinance development projects.

We are prepared to provide the City with a team of highly experienced, professional planners who are fully capable of successfully performing all of the tasks associated with the processing discretionary development applications and preparation of most policy and ordinance documents and plans. Our approach to assisting the City is to work in close cooperation with the City as a seamless extension of your own staff. Our planners bring significant experience to their work, having provided similar services to various other cities within California. We are cognizant of our role and the need to implement the policy direction given by the City's elected officials and the procedures developed by internal departments.

We will work with City staff to fully understand not only the specifics of the projects we are assigned but the history and background that will help us to create an analysis and recommendation that reflects City policies and practices. Since we work for agencies throughout California, we can also provide examples of successful programs, policies, and documents from other agencies, something our clients have found particularly helpful.

HOUSING ELEMENT IMPLEMENTATION

Michael Baker will assist the City in its goal to implement programs that preserve, conserve, improve, and address housing needs in the current (2023 – 2031) planning period. Michael Baker will continue to translate Housing Element goals, policies, and programs into actionable items by collaborating with residents, stakeholders, elected/appointed officials, and City staff to balance forward-thinking visions to decisions that safeguard the quality of life for Pinole residents. This includes defining policies that are user-friendly and guides future development in a manner that does not compromise existing character, but also offers reasonable flexibility to make future decisions that are in the best interest of the City. Below is a brief summary our knowledge of the City's Housing Element implementation actions that we are uniquely qualified to help develop and administer:

Program 1: Mid-cycle review of RHNA progress and identification of additional RHNA sites as necessary.

Timeline: Mid-cycle review by Q1 2027. Identification of additional sites or programs by Q3 2027.

Program 4: Development of an Accessory Dwelling Unit (ADU) Amnesty Program and Zoning Ordinance

Timeline: By April 2025

Program 5: SB 9 Zoning Code Amendments and development of Objective Design Standards

Timeline: By Q2 2025.

Program 6: Prepare, update, or revise EIR as appropriate to provide CEQA clearances for projects that comply with existing zoning. Review and update as necessary the EIR prepared for the GP and Specific Plan so that individual projects can utilize opportunities for tiering from environmental documentation and streamlining provided under CEQA, where applicable, which can reduce duplicative analyses and streamline environmental review.

Timeline: Begin by April 2026 and complete by April 2029

Program 7: Creation of an In-Lieu Fee Alternative for inclusionary housing policy

Timeline: By April 2026

Program 8: Create and adopt a set of incentives for projects that provide a minimum of 15 percent of total units affordable to low and moderate income households. Provide additional affordable housing beyond the City's 15 percent inclusionary requirement.

Timeline: By April 2025

Program 12: Zoning Ordinance Amendments – Necessary to comply with state law.

Timeline: By April 2025

Program 22: Promote ADU, JADU, SB9 Education. Create educational materials such as fliers, FAQs, guidance on the ADU/SB 9 process, pamphlets, workshops, etc.

Timeline: Ongoing

Miscellaneous: A number of programs involve contacting developers, providing workshops, fliers, and other educational/outreach materials. Michael Baker can assist as needed.

Timeline: Ongoing

PROJECT MANAGEMENT APPROACH

Before we start any project, our Program Manager **Dan Wery, AICP, LEED AP**, will work with the City project manager to determine the scope of a project in its entirety. From this, we will develop a detailed SOW as a task order, highlighting our project understanding, approach, cost, and timeline. We will assign personnel based on any experience with the project, familiarity with the area, and ability to complete the project within the appropriate budget and schedule.

The task order will include our project expectations, such as availability of previous studies and access to technical information. We will then discuss our estimate with the City and make adjustments to meet the City's needs. Because every project is unique in duration, requirements, or other specifics, our team will identify the specific steps with the City during the scoping process of each task order. Then, at each step of task order execution, our PM will consult with the City to confirm processing strategy, timing, and goals for project success.

Our management team will provide close coordination with the City, ensure technical accuracy, and carefully monitor budget and schedule compliance, ensuring the overall success of the project. The early identification and resolution of critical issues is imperative to keep a project on track. Dan's role will be to coordinate the project directly with the City's project manager, be fully cognizant of the day-to-day technical issues, and develop consensus with City staff and the project team. Dan will oversee the project team and be responsible for ensuring Michael Baker's successful completion of each task, as well as ensuring that the City's goals and expectations are being met.

PLANNING SERVICES

Our team members are on the forefront of their respective technical disciplines. Whether it is tracking housing legislation or training agency staff on climate action planning, our team includes professionals who stay up to date on the most relevant regulations related to your projects and are leaders in their disciplines. Specific tasks associated with project application processing may include but are not limited to the following:

- Application intake and reporting
- Consultation with other City departments as needed
- Preliminary project and application review
- Formal application review and evaluation for completeness
- Analysis of zoning, the General Plan, specific plans, master plans, and area plans, including applicability of state density bonus law
- Site visits and applicant meetings
- Preparation of staff reports for review by advisory bodies, the Planning Commission, and the City Council
- Historic resource evaluation and permitting
- Engagement and management of technical consultants
- Presentations and/or assistance to City staff with project presentations to the Planning Commission, City Council, or other City hearing bodies as needed
- Conduct of scoping, outreach, or public information meetings with City staff

Any and all tasks will be established and assigned by senior managing staff. Per Addendum no. 1, planning staffing services can be provided at City Hall; however, we are comfortable working remotely.

ENVIRONMENTAL PLANNING SERVICES

Michael Baker's experience in urban planning, transportation, and air quality management helps develop and assess project designs that minimize impacts to the natural environment and community. Our team includes a bench of staff with expertise in biological, cultural, and water resources; air quality and noise; CEQA/NEPA planning; regulatory permitting and wetland delineations; traffic and circulation; and GIS and GPS. Michael Baker possesses the full range of disciplines necessary to provide turnkey environmental, planning, design, and implementation of a wide range of projects.

CAPACITY TO BALANCE MULTIPLE PROJECTS/PRIORITIES

Michael Baker has the depth of resources to properly respond to all potential task orders under this contract. This contract will be managed from our San Diego office and supported by our robust capacity of 500 local professionals in nearby offices of Oakland, Davis, and more than 3,900 nationwide. We have the resources and capacity to provide the City with continuous uninterrupted service while performing complex projects simultaneously. Our staff knows how to meet demanding project schedules by pooling our resources from expert staff throughout the region and will provide the City with the highest quality service and on-time performance.

Michael Baker has held more than 150 on-call contracts with over 60 Southern California municipal agencies and institutions. We understand that key aspects to a successful on-call service contract pivot on establishing a proper management plan with clear goals and well-defined deliverables. Although deliverables with each task order may differ, they will be managed with the agreed set of expectations, monitored in accordance with the agreed time and budget, and executed in accordance to jurisdictional requirements and industry best practices. We possess the in-house management experience and technical breadth to respond effectively to a full range of task order assignments.

Michael Baker's approach is designed for regular interaction between City staff and our environmental team, as appropriate, which allows for frequent information sharing among project members. This approach will assist in data exchange without loss of time or resources and will give City staff advance input on issues that arise. Such participation improves the technical quality and accuracy of analysis, and ultimately reduces the cost of services.

E. SCHEDULE OF WORK

Michael Baker's recent experience offers unparalleled experience delivering sustainable, and implementable efficiencies and solutions on planning projects in the City. Michael Baker will perform all tasks in-house.

SCHEDULING METHODOLOGY & APPROACH TO SCHEDULE MANAGEMENT

Michael Baker is accustomed to working within budgetary constraints to provide maximum value to our clients. This is done through close communication with the City and careful project monitoring. We are committed to informing City staff, as appropriate, as soon as possible of any potential or proposed revisions that will affect the established budget.



Michael Baker's adherence to the original SOW and initial budget is achieved through timely, open, honest, and continuous communications with City staff. Frequent monitoring through Michael Baker's Work Breakdown Structure (WBS) and Earned Value Management (EVM) systems evaluates costs at each milestone submittal against the established baseline fee to control consultant contract costs. Each task and sub-task in the WBS will have its own budget. All tasks will be included in one EVM report, which will be the basis for invoicing. Progress will be monitored on the EVM against the percentage of budget spent. This analysis will alert Michael Baker immediately if the project is going over budget and will assist in developing an action/recovery plan to achieve success.



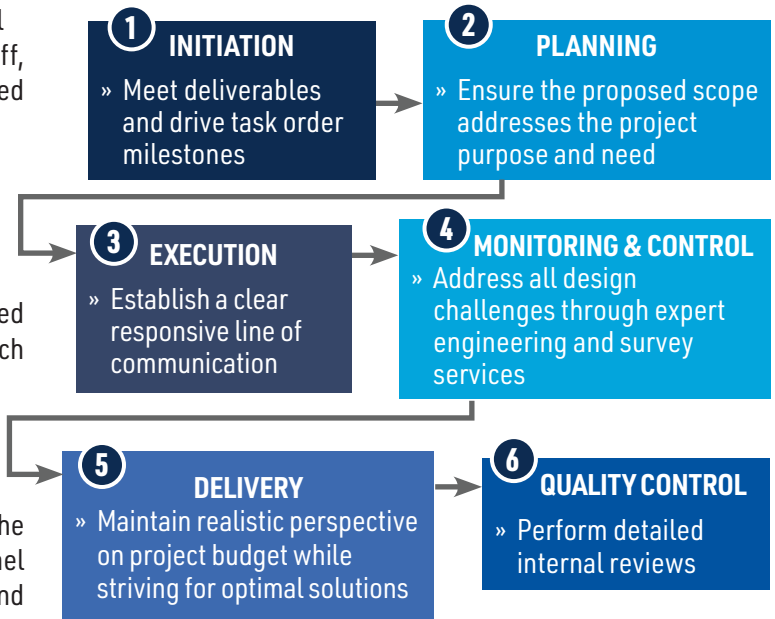
In addition to closely monitoring and tracking project budgets and schedules, our environmental planning team regularly seeks opportunities to streamline environmental documentation to shorten environmental review timelines and conserve budget where possible. Public Resources Code Sections 21080 et seq. and the CEQA Guidelines include a list of projects that can be either statutorily or categorically exempted from the CEQA review process. Additionally, CEQA Guidelines Section 15152 allows for tiering by using the analysis of general matters contained in a broader EIR, such as one prepared for a general plan or policy statement, with later EIRs and negative declarations on narrower projects. Depth of knowledge in applying such options allows Michael Baker to assist an agency in potentially expediting a project through the CEQA process.

Michael Baker will work with the City to determine an appropriate timeline once project specifics for each task order are determined. Overall, the anticipated timeline will be influenced by the complexity of the project, the type of CEQA document prepared, the number of technical studies, degree of controversy, and other such conditions.

QUALITY CONTROL/QUALITY ASSURANCE

As part of our commitment to quality service, Michael Baker's QA/QC program is implemented and scaled for each task order. We build in quality at every step, promoting prevention rather

TYPICAL TASK ORDER PROCESS



Our team has proven success with City projects and will continue to develop action-ready solutions through an inclusive, transparent, and forward-thinking task-order process.

CEQA DOCUMENT / KEY TASKS	EST. TIMELINE
Notice of Exemption	4-6 weeks
Project Kick-off/Initial Research/Project Description	
Prepare Notice of Exemption	
File Notice of Determination	8-12 months (IS/MND) 12+ months (EIR)
IS/MND or EIR	
Project Kick-off/Initial Research/Project Description	
Notice of Preparation/Public Scoping Meeting (EIR only)	
Prepare (or Peer Review) Technical Studies/Commence Tribal Consultations (as needed)	
Prepare Administrative Draft/Draft CEQA Document	
Public Review & Comment ■ 20-30 days (IS/MND) ■ 45 days (EIR)	
Prepare Final Documents/Responses to Comments/Mitigation Monitoring and Reporting Program	
Public Hearing	
File Notice of Determination	

than detection. Senior staff conduct independent project review at milestone stages. We analyze all project documents for constructibility, cost control, code requirements, stakeholder coordination, clarity, schedule control, errors and/or omissions and compliance.

Our team is fully committed to Quality Management and QA/QC and has a strong history of delivering quality products to the City. We are committed to completing projects that meet your requirements with respect to scope, schedule, budget, and technical quality.



The QA/QC process provides assurance through comprehensive, thorough, and effective measures to meet the City's expectations and goals.

F. SUBCONSULTANTS

- *Michael Baker anticipates performing all tasks in-house and will not require teaming partners at this time.*

G. COST PROPOSAL

The City can continue to achieve successful and streamlined project delivery by taking advantage of Michael Baker's unmatched experience and availability.

CLASSIFICATION	HOURLY RATES
Project Principal	\$255.00 - \$300.00
Program Manager	\$200.00 - \$225.00
Project Director	\$180.00 - \$250.00
Senior Advisor	\$175.00 - \$235.00
Project Manager	\$155.00 - \$250.00
Planner IV/Environmental Planner IV/ Technical Specialist IV	\$165.00 - \$195.00
Planner III/Environmental Planner III/Technical Specialist III	\$140.00 - \$160.00
Planner II/Environmental Planner II/Technical Specialist II	\$120.00 - \$140.00
Planner I/Environmental Planner I/Technical Specialist I	\$90.00 - \$120.00
GIS/Graphics Specialist	\$120.00 - \$155.00
Administrative	\$85.00 - \$130.00
Technical Editor	\$115.00 - \$150.00
No Subconsultants	

Note: These rates are binding for the first year of the on-call contract. An annual adjustment of 4% may be applied based on inflation/cost of living with City approval. Reproduction costs will be billed at cost plus 10%.

COST CONTROL PROCESS

Dan is highly skilled in his abilities to organize, evaluate, and oversee costs. This technical ability allows us to accurately evaluate workload and make appropriate staffing decisions for timely project completion.

Weighing any proposed improvements against the project's purpose and needs while considering cost and longevity is critical. We will address the primary purpose while maintaining a firm perspective on the budget.

Cost control processes to be performed by Dan and other supporting discipline managers include:



Scope, Fee and Schedule Development Upon request of the City, Dan will meet with City staff to determine the scope of services. Michael Baker will then prepare a detailed SOW, fee estimate and schedule in compliance with City requirements. The scope, fee and schedule will be submitted to City staff for approval and notice-to-proceed. Michael Baker has a track record of finishing projects on time within allocated budget.



Progress Updates – According to the complexity of the project, Dan will provide routine project updates at major milestones.



Project Budgets – In most cases, services will be provided lump sum or fee-not-to-exceed. Approved project costs will not exceed the contract amount without prior written approval.



Coordination – We are readily available to City staff, we coordinate review and regulatory agency approvals, and schedule and administer project meetings. We keep the City apprised of the work progress, schedule, and anticipated review dates by means of phone calls, emails or progress reports.



Production – A key component independent of the QC process is to ensure the overall design is consistent with the City's desired objectives. Review of all plans, reports, minutes, schematics, and calculations will take place to ensure these objectives are met.

PIC

Bob Stark, AICP



Mr. Stark prepares and manages environmental review documents pursuant to CEQA and NEPA. His expertise in guiding high-profile and controversial projects through the rigors of state and federal environmental review and permitting processes has made him a valued advisor to public agencies throughout California. His broad base of knowledge ranges from air quality, noise, and traffic analysis to habitat restoration and climate change. Mr. Stark created the curriculum for the UCSD Extension CEQA Course, which he has instructed over the past 10+ years.

RELEVANT EXPERIENCE

On-Call CEQA Services. *San Diego County, CA.* **PROJECT MANAGER.** Oversaw all as-needed environmental support work efforts and developed scopes of work, fee estimates, and schedules to meet County needs.

On-Call Environmental Services. *City of Chula Vista, CA.* **PROJECT MANAGER.** Led the ongoing provision of environmental services. Current services include managing peer review of EIRs and Addendums, along with supporting technical studies, to ensure accuracy and conformance with CEQA requirements. Projects include the Otay Ranch Village 8 East SPA, Rohr/Wohl Specific Plan, Otay Ranch Freeway Commercial South SPA Plan Amendment, and Otay Ranch Village 7 SPA Plan Amendment.

On-Call Environmental Services. *City of San Marcos, CA.* **PROJECT MANAGER.** Responsible for providing technical third-party peer review services. Provided peer review of an EIR and supporting technical reports for a 14.5-acre, 192-unit multifamily residential development with open space, active recreation areas, and utility/public service improvements.

On-Call CEQA Services. *San Diego County Water Authority, CA.* **PROJECT MANAGER.** Managed a team of environmental planners, biologists, and other specialists in helping the Water Authority comply with a host of environmental regulations as it implemented its Facilities Master Plan. Task orders included biological monitoring for Water Authority maintenance activities within its right-of-way and assistance with implementing its Habitat Conservation Plan. Mr. Stark also served as a strategic consultant to the Water Authority, assisting with the Quantification Settlement Agreement and Mitigation Plan for the Salton

Sea. He coordinated regularly with agency staff, the outside legal team, and other agency representatives to help steer a course toward acceptable mitigation projects for the Salton Sea.

On-Call CEQA Services. *Civic San Diego, CA.* **PROJECT MANAGER.** Managed the preparation of CEQA studies for more than 30 projects, encompassing over 1,000 new residential units in downtown San Diego. Services included providing environmental counsel to Civic San Diego to review all development projects proposed for downtown San Diego. In providing environmental review, Mr. Stark helped the agency determine if proposed projects were consistent with the Program EIR for the downtown planning area. Responsibilities included accommodating extremely aggressive turnaround times required by the client—sometimes less than two weeks. He developed and implemented a standardized report format and workflow procedure to ensure both high quality and quick delivery of reports.

On-Call CEQA Services. *City of Solana Beach, CA.* **PROJECT MANAGER.** Managed an adjunct staffing contract with the City. Provided municipal planning staff and strategy on achieving CEQA compliance for several projects. Under the contract, Mr. Stark managed the preparation of an EIR for a proposed condominium and hotel resort on Highway 101 at the northern end of Solana Beach. The property abuts San Elijo Lagoon, and therefore, the EIR placed great emphasis on biological and water quality impacts. Computer-generated visual simulations were prepared and included in the EIR to address concerns about blocking ocean views to surrounding residences.

Michael Baker

INTERNATIONAL

Years of Experience
26

Education

MA, City and Regional Planning, CalPoly San Luis Obispo

BA, Urban Studies and Planning, UC San Diego

Licenses/Certifications

AICP # 017175

Professional Affiliations

Association of Environmental Professionals

American Planning Association

County of San Diego Approved EIR Preparer

References

Gustavo Gonzalez
City of Eastvale
(951) 703-4499

Patty Anders
City of Encinitas
(760) 633-2721

Saima Qureshy
City of San Marcos
(760) 744-1050

CONTRACT/PROGRAM MANAGER

Dan Wery, AICP LEED AP



Mr. Wery's 30 years of comprehensive public and private sector planning experience includes preparation of general plans, zoning ordinances and subdivision codes, project entitlement review and processing, policy planning, community engagement, and environmental impact document review and preparation. His areas of expertise include policy and ordinance development, land use and corridor revitalization planning; housing element update preparation and land development and permitting and advisory services. Project types include comprehensive plans, specific plans, general plans, housing element updates and implementation, zoning, community plans, and design guidelines. Mr. Wery applies his experience to solve problems in a holistic, responsible, and pragmatic manner that best serves the community and environment. Principled and pragmatic, Dan maintains a perspective on long-term goals with a focus on implementation and achieving near-term results.

RELEVANT EXPERIENCE

General Housing Element and Safety Element Updates. *City of Pinole, CA.* **PROJECT MANAGER.** Responsible for the preparation of the City of Pinole housing and safety element updates. Michael Baker prepared a comprehensive set of revisions to the city's 6th Cycle General Plan housing element and safety element and prepared a new environmental justice element. The project involved a comprehensive public engagement plan in four languages and multiple city council and planning commission workshops.

As-Needed Municipal Planning Services. *City of Chula Vista, CA.* **TASK MANAGER.** Michael Baker provided municipal planning services for various as-needed assignments. Assignments included serving as the consultant for City staff and preparing staff reports, resolutions, ordinances, and other related documents for the Design Review Committee, Planning Commission, City Council, and other decision-making bodies. Michael Baker also made presentations to various committees, planning commissions, City Council, citizen planning groups, and other organizations.

Housing Prototype Study. *City of Cañada Flintridge, CA.* **PROJECT MANAGER.** Developed and tested models to determine the capacity of the existing multi-family and mixed-use zones to achieve the necessary development densities to comply with California Regional Housing Needs Allocation and Housing Element Update requirements. Michael Baker is assisting the City of La Cañada Flintridge in developing a housing prototype feasibility study as a vital component of its housing element efforts.

As-Needed Advance Planning Services. *County of San Diego County, CA.* **PROGRAM MANAGER.** Responsible for the management and preparation of projects from a multiyear on-call contract with the County of San Diego Planning and Development Services Department for advanced planning (policy and ordinance development). Michael Baker provided long-range planning and associate support services on an as-needed basis to the County for three years. Our services included preparation and review of draft policies and ordinances, zoning and community planning, urban design, community outreach, stakeholder engagement and facilitation, environmental review and compliance, and attendance at hearings and meetings. Dan managed the following projects over the last few years:

- Housing Element Update
- Housing Affordability Strategy Support
- Residential Density Yield Analyses
- Active Transportation Plan
- Casa de Oro Campo Road Corridor Revitalization Plan Specific Plan
- General Plan Amendment Comprehensive Property Specific Request Study
- Valley Center South Village Form-Based Code
- Urban Agricultural Incentive Zone
- Dark Sky Communities Light Ordinance
- Housing, Environmental Justice, and Safety Element Strategies
- Housing Zoning Amendments
- Carbon Farming Pilot Program
- Let's Talk Housing/Middle Income Housing Engagement

Michael Baker

INTERNATIONAL

Years of Experience

30

Education

BA, 1987, Urban Studies, Columbia University

Licenses/Certifications

AICP #010438

LEED AP #10037662

Professional Affiliations

American Planning Association

U.S. Green Building Council

Urban Land Institute

References

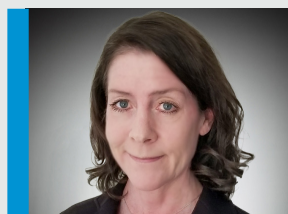
Lilly Whalen
City of Pinole
(510) 724-9832

Mike Madrid
County of San Diego
(619) 964-6918

Sofia Mangalam
City of Foster City
(650) 286-3239

SENIOR ENVIRONMENTAL PLANNER / PROJECT MANAGER

Nicole Marotz, AICP, LEED AP



Ms. Marotz assists in the management and preparation of environmental and planning studies for public and private sector clients in accordance with CEQA, NEPA, and other local, state, and federal laws. Her primary work involves preparing and coordinating EIRs and IS/MNDs for a variety of project types. She is responsible for the preparation and review of environmental technical reports, in addition to providing land use planning and environmental permitting services for development and redevelopment projects in San Diego County and central/southern California.

RELEVANT EXPERIENCE

General Housing Element and Safety Element Updates. *City of Pinole, CA. SENIOR ENVIRONMENTAL SPECIALIST.* Assisted with preparation of CEQA documentation. Michael Baker prepared a comprehensive set of revisions to the city's 6th Cycle General Plan housing element and safety element and prepared a new environmental justice element. The project involved a comprehensive public engagement plan in four languages and multiple city council and planning commission workshops.

On-Call Environmental Services. *City of San Marcos, CA. SENIOR ENVIRONMENTAL SPECIALIST.* Currently providing peer review of an EIR and supporting technical reports for a 14.5-acre, 192-multifamily residential unit development with supporting open space, active recreation areas, and utility and public service improvements.

On-Call Environmental Services. *City of Eastvale, CA. SENIOR ENVIRONMENTAL SPECIALIST.* Assisting in the provision of technical review for CEQA documentation and associated technical studies for a variety of development projects in order to ensure compliance with CEQA requirements and City goals, policies, and regulations.

On-Call Environmental Services. *City of Solana Beach, CA. SENIOR ENVIRONMENTAL SPECIALIST.* Provided ongoing environmental services and peer review as needed. Projects have included peer review of applicant-prepared technical reports and preparation of an IS/MND for an 8-unit multifamily residential infill development with supporting open space and parking.

On-Call Environmental Services. *Riverside County, CA. CEQA LEAD.* Responsible for providing third-party technical review of

CEQA-related documents such as EIRs and MNDs, as well as supporting technical analyses, to ensure compliance with CEQA requirements, overall adequacy of environmental analysis, conformance with County policies and regulations, and QA.

On-Call Peer Review Services. *City of Chula Vista, CA. SENIOR ENVIRONMENTAL SPECIALIST.* Current services include peer review of EIRs and Addendums, along with supporting technical studies to ensure accuracy and conformance with CEQA requirements. Projects undergoing peer review include:

- Otay Ranch Village 8 East SPA
- Rohr/Wohl Specific Plan
- Otay Ranch Freeway Commercial South SPA Plan Amendment
- Otay Ranch Village 7 SPA Plan Amendment

Housing Safety EJ Element. *City of San Juan Capistrano, CA. SENIOR ENVIRONMENTAL SPECIALIST.* Assisted in preparation of CEQA Addendums for General Plan Safety and EJ Elements. Michael Baker prepared a comprehensive set of revisions to the city's housing element and safety element and prepared a new EJ element. The project involved a comprehensive public engagement plan in multiple languages, including special workshops and outreach to areas of concentrated needs and coordination with community-based organizations to promote fair housing and EJ. The safety element focused on natural and man-made hazards and includes policies addressing health crises and crime prevention through urban design. Multiple consultation sessions were conducted with the California Department of Forestry and Fire Protection since parts of city are in a very high fire hazard zone.

Michael Baker

INTERNATIONAL

Years of Experience

26

Education

Masters, 1997, Urban and Environmental Planning, University of Virginia, Charlottesville

BA, 1994, Architectural Studies University of Kansas, Lawrence

Professional Certificate - Green Energy Management, 2011, San Diego State University

Licenses/Certifications

AICP # 127424

LEED AP

Professional Affiliations

American Planning Association

San Diego County Certified Consultant for EIR Preparation and Visual Analyses

References

Dahvia Lynch
County of San Diego
(858) 694-2962

Anna Colamussi
City of Encinitas
(760) 633-2724

Saima Qureshy
City of San Marcos
(760) 744-1050 x 32222

ROLE

Shannon Liska, AICP



Ms. Liska's experience is focused on providing services for a variety of projects requiring planning and environmental studies, CEQA/NEPA, and GIS services. Ms. Liska contributes to policy, ordinance, and land development projects, applying her expertise to CEQA categorical exclusions and environmental research, community planning, entitlement support, housing elements, and general plan updates. Ms. Liska is also a skilled researcher and participates frequently in public outreach in support of the documents she prepares.

RELEVANT EXPERIENCE

General Housing Element and Safety Element Updates. *City of Pinole, CA. PLANNER.* R. Responsibilities included drafting major portions of city's compliant 6th Cycle Housing Element including the review of past accomplishments, constraints on the provision of housing, sites and resources, and programs. Responsible for creating and executing the sites selection strategy to help the city meet its 6th Cycle RHNA. Corresponded with California State Department of Housing and Community Development to achieve a compliant housing element for the city. Supported city staff at adoption hearings for the housing element. The project involved a comprehensive public engagement plan in four languages and multiple city council and planning commission workshops.

Housing Element Unpdate. *City of Gilroy, CA. PLANNER.* Responsibilities include drafting major portions of the Housing Element in including the needs analysis, constraints, sites, and programs chapters of the housing element. Created model used for selecting parcels to include in the sites inventory to meet the RHNA. Conducted public outreach by compiling a list of, contacting stakeholders and facilitating focus groups. Incorporated comments from the public outreach process into the draft Housing Element. Assisted in creating public outreach presentations and running the workshops.

ADU Program Support. *San Bernardino Associated Governments (SANBAG), CA. PLANNER.* Responsibilities included GIS site analysis for the City of Redlands housing element update. Identified sites with potential for low-income developments to include in housing element update. Conducted GIS analysis of RHNA sites and to identify parcels included in various HE programs. Drafted the fair housing section

of the HE, including necessary fair housing mapping and spatial analysis. Completed HCD sites inventory form and appropriate revisions in the HE in response to multiple rounds of HCD review. Michael Baker is assisting the client with the ADU program to help the communities in the San Bernardino County area. The project includes developing a toolkit of policies and programs for use by various communities to include in their housing elements. The Michael Baker team also developed plan sets for 13 ADUs varying from studio to two-bedroom configurations. Each plan set is accompanied by three different elevation styles. A total of 10 architectural styles were used to produce elevations. Of the 13 sets, four sets were developed to the construction documentation stage.

Housing Element and Safety Element Revisions. *Town of Los Altos Hills, CA. PLANNER.* Responsible for drafting major portions of the housing element draft including the needs assessment, constraints, and analysis of fair housing. Conducted public outreach by drafting a survey, compiling a list of stakeholders, and organizing and facilitating focus groups. Assisted in revisions in several rounds of HCD comment letters to achieve a compliant housing element. Supported staff in adoption hearings. Michael Baker prepared a comprehensive set of revisions to the city's HE and safety element. The project involved a comprehensive public engagement plan in multiple languages, including special workshops and outreach. The safety element focused on updating the established conditions analysis in accordance with the new regulation and OPR Guidelines, integrating county led HMP into the safety element. Michael Baker also conducted an evacuation routes study in accordance with AB 747 to study the capacity and viability of evacuation routes.

Michael Baker

INTERNATIONAL

Years of Experience

4

Education

MCP, 2020, City Planning, San Diego State University

BA, 2017, Sociology, Gonzaga University

BA, 2017, Economics, Gonzaga

Licenses/Certifications

AICP #35033

Professional Affiliations

American Planning Association

References

Lilly Whalen

City of Pinole
(510) 724-9832

Robert Dalaquest
City of Upland
(909) 931-4148

Scott Hunter
City of Grand Terrace
(909) 954-5177

SENIOR SUPPORT/PLANNER

Surabhi Barbhaya, AICP, LEED AP



Ms. Barbhaya is experienced in urban planning, urban design, and active transportation. She has worked on a spectrum of projects, including comprehensive planning, design guidelines, complete streets, bike master plans, trail and greenway planning, and pedestrian studies. Her urban planning background helps her take a holistic approach towards projects by integrating land use, transportation, and sustainable development to respond to demographic, market, economic, physical, and organizational forces.

RELEVANT EXPERIENCE

General Housing Element and Safety Element Updates. *City of Pinole, CA. PM AND SAFETY ELEMENT LEAD.* Responsible for the preparation of the city's housing and safety element updates. Michael Baker prepared a comprehensive set of revisions to the city's 6th Cycle General Plan housing element and safety element and prepared a new environmental justice element. The project involved a comprehensive public engagement plan in four languages and multiple city council and planning commission workshops.

Commercial District Parking and Market Study. *City of Rolling Hills Estates, CA. PM AND PRIMARY AUTHOR.* The parking and market study focused on the commercial district in Rolling Hills Estates. Michael Baker analyzed the District's market conditions and made recommendations for future absorption of residential and non-residential uses. Market leakage/surplus analysis was conducted, and comparables were drawn from successful developments to understand sales and tenant mix. Proformas were developed for various housing types to analyze the residual land value to recommend housing development density.

Housing Prototype Study and Objective Design Standards. *City of Cañada Flintridge, CA. PM AND LAND USE PLANNER.* Michael Baker developed a housing prototype feasibility study as a vital component of the City's Housing Element efforts and a visual preference survey that will lead to revising development standards. The project involves using the existing design standards and guidelines spread across various documents including zoning code and creating a new set of objective design standards that could be applicable to both Mixed use and multifamily zones.

Town Center Specific Plan. *City of Santa Clarita, CA. DEPUTY PM AND PRIMARY AUTHOR.* The City is shaping the next generation of the Town Center that will include a thriving district with a mix of uses, experiential retail spaces, housing options, employment centers, and civic spaces connected with a variety of mobility options and accessible to pedestrians, cyclists, motorists, and transit riders. This is being strategically planned while being mindful of the changing trends in retail and office uses and that some of the existing commercial uses are vital to the economy of Santa Clarita. The Plan will further establish and enhance the Town Center as a regional destination for employment, entertainment, dining, retail, and services.

Retail Recovery Study. *City of Palo Alto, CA. PM AND LAND USE PLANNER.* Michael Baker is conducting a retail recovery study for various commercial areas in Palo Alto. The high-level research and analysis from this effort will contribute to the evaluation of proposed changes in local regulations that enable diverse retail and retail-like uses. As impacts on the retail landscape continue to unfold from the COVID-19 pandemic, the City is prudent in evaluating its land-use controls relative to evolving economic and market conditions. The study also includes best practices research, peer city interviews, and developer interviews to understand the gaps related to retail recovery. The analysis will lead to recommendations on changes to the zoning code and permitting process. As a part of the study the team also evaluated the implications of AB 2097 on areas that are within 0.5 miles of high quality transit stop and provided recommendation related to management of parking.

Michael Baker

INTERNATIONAL

Years of Experience
20

Education
MCP, 2005, Land Use Planning, University of Cincinnati
B.Arch., 1999, Architecture, Maharaja Sayajirao University of Baroda, India

Licenses/Certifications
Certified Planner, Worldwide, #022061

LEED Accredited Professional, 2006

Professional Affiliations
American Institute of Certified Planners

American Planning Association

References
Jeannie Naughton
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Mike Madrid
San Diego County (619) 964-6918

Josh Lee
San Bernardino County Transportation Authority (909) 884-8276

I. REQUIRED STATEMENT/DOCUMENTS

The City can continue to achieve successful and streamlined project delivery by taking advantage of Michael Baker's unmatched experience and availability.

1 CONFLICT OF INTEREST STATEMENT

Michael Baker provides services to public and private clients nationwide and has a major presence in California where much of our work is with municipalities and other public agencies. We adhere to an objective third party approach to our services and outside of business contractual arrangements, we have no financial interest with any of our clientele. Michael Baker, to the best of our knowledge, does not have any financial, business or other relationships with the City of Pinole, that may impact the outcome of this contract, and there would be no potential conflict of interest should Michael Baker be selected for this on-call contract.

2 INSURANCE REQUIREMENTS

Bob Stark, AICP, official authorized to sign for the proposal, affirmatively represents that he has the requisite legal authority to do so on behalf of Michael Baker International, Inc. Michael Baker acknowledges and agrees to fulfill the indemnification and insurance requirements contained in the standard contract.

3 PROPRIETARY DATA

Michael Baker affirmatively states that nothing contained in this proposal is proprietary. None of the data within is a confidential commercial trade secret.

4 CALIFORNIA PUBLIC RECORDS ACT

Michael Baker International, Inc. understands that all documents submitted to the City in connection with the proposal are subject to the California Public Records Act and may be disclosed without notice to the Consultant.

5 CONTRACT AGREEMENT

A description of any and all proposed exceptions, alterations or amendments to the Scope of Services or other requirements of this RFP, including the Standard Contract (Attachment A).

6 JUDGEMENTS, LAWSUITS, ETC.

Michael Baker is a large international firm working on a variety of complex projects at any given point in time. Through the normal course of business the firm can become involved in litigation or claims, not untypical of the work it performs. For a company of its size, Michael Baker has had very few lawsuits directly arising from an issue or dispute on a project. If an issue or dispute arises on a project, Michael Baker encourages equitable settlements of the issues or disputes. It is not anticipated that any litigation would have an effect on the firm's ability to perform the services contemplated under this proposal. The firm's legal department may make certain nonconfidential information regarding litigation or claims (if any) available upon specific written request.



M-GROUP STATEMENT OF QUALIFICATIONS ENVIRONMENTAL + ON-CALL PLANNING SERVICES

PRESENTED TO
CITY OF PINOLE

SUBMITTED BY **M-GROUP**
MAY 2, 2024

POLICY PLANNING

URBAN DESIGN

ENVIRONMENTAL REVIEW

HISTORIC PRESERVATION

COMMUNITY ENGAGEMENT

STAFFING SOLUTIONS



M-GROUP
51 E Campbell Ave #1247
Campbell, CA 95009
(408) 340-5642

m-group.us

a new design on urban planning

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*a new design on
urban planning*

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May 2, 2024

Lilly Whalen
Community Development Director
City of Pinole
2131 Pear Street
Pinole, CA 94564
(via eMail: lwhalen@ci.pinole.ca.us)

RE: On-Call and Environmental Planning Services

Dear Lilly Whalen,

M-Group recognizes the City of Pinole's (City) recent housing and industrial development boom and the Planning Division's anticipated workload with comprehensive General Plan updates on the horizon. Demonstrated by this response to the City's RFP for **(1) Environmental** and **(2) On-Call Planning Services**, we express our wish to continue our commitment to the success of Pinole in these service areas.

We understand the City is seeks qualified planners to subsidize the City staff efforts in a range of planning tasks including but not limited to:

- **Environmental Services** will involve crafting key documents like Initial Studies, Negative Declarations, and Environmental Impact Reports, preparation of supporting technical studies, facilitate public engagement processes, and participate in meetings to present findings and recommendations.
- **On-call Planning Services** will function as an extension of the City's Planning Department, assisting with project compliance review, applications, data analysis, consultations, reports, public engagement, and address public inquiries.

Our proven record serving the City of Pinole since 2018 uniquely positions us to meet the City's needs. Our team's understanding of Pinole, fostered through past projects, allows us to hit the ground running on both Environmental Services and as-needed current and long range planning services.

M-Group's commitment to Pinole goes beyond technical expertise. We understand the City's unique character – its historic downtown, diverse neighborhoods, and vibrant commercial areas. This knowledge allows us to tailor solutions and services that are sensitive to the community's context. By continuing our successful



*a new design on
urban planning*

collaboration, we're confident we can efficiently and economically address the Planning Department's staffing needs.

We have compiled the following team to serve the City's environmental and on-call planning needs:

- Principal-in-Charge | Planning — **Tom Ford, AICP**, Planning
- Principal-in-Charge | Environmental — **Olivia Ervin**
- Principal Planners — **Ranu Aggarwal, AICP; Suzanne Avila, AICP**
- Senior Planners — **Justin Shiu, AICP; Mandy Kang**
- Associate Planners — **Alaina Lipp, Sean Manalo, Bhavani Potharaju** (*remote only*)
- Assistant Planners — **Jelani Mora, Laylonni Laster**

M-Group embraces the strong working relationship that has been established with Pinole over the last six years and appreciate the opportunity to continue our support to the City of Pinole. We trust that information contained in our proposal is sufficient for your evaluation. Should any additional information be necessary, it can be provided upon request. If you have any questions or would like to discuss any aspect of our proposal please do not hesitate to contact us.

M-Group acknowledges the acceptance to the terms and conditions of the Consulting Services Agreement. Our proposal is valid for ninety (90) days from date of submittal.

Sincerely,

TOM FORD, AICP
Principal-in-Charge | Planning
tford@m-group.us
(510) 473-3090 x301

OLIVIA ERVIN
Principal-in-Charge | Environmental
oervin@m-group.us
(707) 540-0723 x202



B. FIRM PROFILE

ABOUT M-GROUP

M-Group exists to bring innovative, equitable, and effective planning solutions to Bay Area cities and beyond.

Since the creation of the S-Corp firm in 2006, we have brought the full range of planning services to over 90 Northern California communities.

Our team of 50 planners is focused on delivering the following services:

- **POLICY PLANNING**
- **URBAN DESIGN**
- **ENVIRONMENTAL REVIEW**
- **HISTORIC PRESERVATION**
- **COMMUNITY ENGAGEMENT**
- **STAFFING SOLUTIONS**

We are committed to *a new design on urban planning*. This approach to planning takes many forms both in our work and in our relationships with our clients. This new design includes:

- Very clear communication
- An enthusiastic and fun approach to planning
- A commitment to social justice and equity
- Creating a sustainable future by balancing the needs of the natural and built environments
- Creating a long-lasting, employee-centered, client focused firm

M-Group planners have extensive experience working on complex and high-profile projects throughout the region. Our planning group brings together a broad range of planning expertise and substantial real-world experience to help cities plan for the future.

SANTA ROSA

707.540.0723
1275 4th St
#265
Santa Rosa, CA 95404

BERKELEY

510.473.3090
2808 Adeline St
Unit 1
Berkeley, CA 94703

CAMPBELL

408.340.5642
51 E. Campbell Ave
#1247
Campbell, CA 95009

ENVIRONMENTAL REVIEW SERVICES

*M-Group provides a thorough range of **Environmental Review Services** that enable our clients' projects to withstand critical examination during the public review process.*

Our team has extensive experience working on environmental review projects of varying size, scope, and complexity throughout the San Francisco Bay Area and beyond. Our past projects include typical community development and infrastructure projects; large scale residential

M-Group offers the full range of CEQA services from Exemption Justifications to Initial Studies and EIRs.

and commercial developments; and comprehensive long range planning documents. Our expertise in environmental, policy, design, and preservation disciplines allows us to provide evidence-based and technically sound documents that meet California Environmental Quality Act (CEQA) provisions.

M-Group offers the full range of CEQA services from Exemption Justifications to Initial Studies and Environmental Impact Reports (EIRs). We believe in a future where urban development and natural systems coexist. Accordingly, we work diligently through the CEQA process to ensure that development occurs in the most responsible and sustainable manner.

"Thank you once again for your patience. M-Group did a wonderful job and it wasn't an easy one. We are all grateful for your work."

— Barbara Towner, Craig S. Meltzner & Associates, Hearn's Veterans Village EIR, City of Santa Rosa

PLANNING SERVICES

*M-Group provides **Planning Services** that allow cities to respond to changing demand.*

Our team of planners bring diverse expertise and extensive experience managing development projects in communities across the Bay Area. We are a committed group of professionals with the ability to seamlessly integrate into existing planning teams and help our client cities manage and plan for the future.

We have a proven record of building strong relationships within the cities we work and the communities they serve.

M-Group is able to provide both short- and long-term staff to assist with peak workloads and fill temporary vacancies and interim positions. We have a proven track record of building strong relationships within the cities we work and the communities they serve.

Staffing solutions vary widely but can include counter duty, processing minor development permits, managing large scale multi-family residential and commercial developments, completing special projects, performing research, writing staff reports, and preparing resolutions and ordinances.

Our extensive experience in a full range of planning projects gives us the ability to effectively manage projects from preliminary meetings to public hearings with decision makers and engaged community members. We consistently provide outstanding customer service, clear communication with all parties, and detailed project analysis, findings and recommendations. Many of our projects are high profile, large scale projects that deal with politically sensitive issues.

C. STAFFING

M-GROUP TEAM

M-Group currently has a staff of 50 planners throughout the bay area in three offices - Berkeley, Campbell, and Santa Rosa. The City of Pinole will primarily be served by our Berkeley and Campbell offices with access to all our staff around the region.

Our proposed Pinole team has been selected based on their experience working in Pinole and Bay Area communities with similar expectations and development patterns as Pinole. We strive to build strong professional relationships from day one on the job. This approach, enables us to quickly adapt to the City's policies and procedures and integrate ourselves with City staff.

Full resumes are provided in **Appendix A**.

TOM FORD, AICP | *PRINCIPAL-IN-CHARGE - PLANNING*



Tom served as Project Manager for the award-winning El Camino Real Specific Plan which garnered APA Northern California's 2023 Award of Merit as well as the Sausalito 2040 General Plan which earned the 2022 Award of Merit. He also recently completed the development of objective design standards for the City of Monte

Sereno and the Town of Los Gatos. Tom's professional planning career spans more than 30 years and a variety of unique clients, experiences, and locations – both in California and overseas in Asia. He has a deep portfolio of project management and design guideline experience, from historic, pedestrian-oriented town centers, such as the Irvington Concept Plan for the City of Fremont, to the city-wide Design Standards and Guidelines for the City of Livermore. At a previous firm, Tom was the Project Manager and

lead author for the award-winning Designing for Smart Growth: Creating Great Places in the San Diego Region for SANDAG.

OLIVIA ERVIN | *PRINCIPAL-IN-CHARGE - ENVIRONMENTAL*



Olivia has a strong background in environmental planning with over 16 years of experience. Her hands-on management style, ability to navigate political situations and to work with a wide range of groups, commissions, committees, and organizations provides leadership that ensures successful project implementation. She has assisted multiple jurisdictions with environmental review of mixed-use projects, residential development, business and office park, and industrial projects. In addition to land use and development projects, Olivia has also managed public infrastructure projects including roadway widening, bridges, flood control projects and water supply planning. She is well-versed in the CEQA process as well as all aspects of environmental review and compliance. Olivia is an effective team leader and assists jurisdictions in fulfilling lead agency obligations in accordance with CEQA.

RANU AGGARWAL, AICP | *PRINCIPAL PLANNER*



Ranu has over 23 years of experience in environmental, long range and current planning and design. She has worked with both local governments and non-profit organizations. Ranu has a valuable ability to combine a big picture perspective with attention to detail when managing planning applications. Her knowledge and interpersonal skills enable her to prepare thorough reports

and CEQA documents, give clear and concise presentations, and serve as technical adviser to stakeholders and government bodies. She enjoys contributing to a team, managing complex projects and providing excellent service to the communities she serves.

SUZANNE AVILA, AICP | *PRINCIPAL PLANNER*



Suzanne has 34 years of municipal planning experience working for Bay Area government agencies and has been providing consultant planning services to California municipalities since 2019. Work experience includes current and advance planning, administration, and management. Suzanne has strong communication, writing and technical skills and is experienced with hillside development, historic preservation, processing of development entitlements, environmental review, and working with elected officials, citizen groups, and volunteer committees. Suzanne is generous with her knowledge and enjoys collaborative projects.

JUSTIN SHIU, AICP | *SENIOR PLANNER*



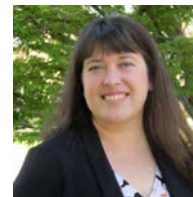
Justin brings experience in a variety of current, long-range, and environmental planning assignments. His long-range planning experience includes several Housing Elements in the 5th cycle, General Plan progress report preparation, zoning code updates, land use mapping, and development of design guidelines. Justin has played an integral part in developing environmental documents and policy documents for long-range planning projects around the Bay Area. He has worked on exemption justifications, Initial Studies for a variety of projects, and EIR addenda for General Plan Amendments. Justin is experienced in preparing staff reports and resolutions, and presenting findings to decision makers.

MANDY KANG | *SENIOR PLANNER*



Mandy is a highly organized, determined, and motivated planner with over 17 years in the profession. She has acquired in-depth knowledge of project management, environmental review, and current planning that only comes with hands-on experience. Mandy has worked with several California public planning departments including the Cities of Dublin, Manteca, and Benicia where she managed entitlement projects, prepared CEQA compliant environmental documentation, General Plans, and developed policies and procedures. She has developed scopes and budgets, staff reports, and authored Request for Proposals. Her direct communication approach builds trusted professional relationships with both public and private stakeholders making her a valued planning consultant and effective problem solver.

ALAINA LIPP | *ASSOCIATE PLANNER*



Alaina is a highly educated and astute planner with a professional resume emphasizing environmental services, sustainability, and wastewater and stormwater management. She is well versed in land use planning, development review, policy planning, and grant writing. Her strong project management skills are founded on organization and open, fluid communication. She is an intentional planner who conducts thorough research and produces concise reports. She is a thoughtful speaker able to present effectively to commissions, councils, and the public.

SEAN MANALO | ASSOCIATE PLANNER

Sean is a dedicated, detail-focused professional with a background in State Legislative Policy and Municipal Planning with extensive experience in leadership, administration, and project management. He has a proven track record of forging solid professional relationships with community members and officials alike. He demonstrates excellence in research, analysis, data collection, and written and verbal communication. Sean is experienced in development review, application processing, writing staff reports, and presenting to councils, boards, and commissions.

BHAVANI POTHARAJU | ASSOCIATE PLANNER

Bhavani has experience in architecture and urban design, bringing an educated awareness and understanding to development review projects. She is a diligent researcher and astute in her analyses. Her project management, GIS, and design skills lend to her high-level visual communication as well as solid verbal and written communication. She works creatively and analytically to offer thoughtful planning solutions. Bhavani is collaborative and organized, enabling her to navigate multiple priorities to successful outcomes.

JELANI MORA | ASSISTANT PLANNER

Jelani is an energetic planner with skills in community engagement, research and data analysis, project management, and public speaking. He is passionate about transportation planning, local and federal legislation, and especially environmental work as demonstrated by his initiative as a founding member of a Green Committee for a retailer at Los Angeles Airport. He has exceptional communication skills, with a strong ability to connect with and educate the public. Jelani is able to adapt to varying work environments with ease and values creating a sense of community wherever he goes.

LAYLONNI LASTER | ASSISTANT PLANNER

Laylonni is an emerging planner with knowledge of sustainable urban development, land use law, and climate action planning. She has experience in technical writing, specifically city and special district Municipal Service Reports, research and analysis, and GIS applications. She has a particular interest in environmental issues and is motivated to find sustainable solutions to current planning problems. Laylonni is bilingual (English/Spanish) and skilled in public speaking as well as written communication.



D. APPROACH

APPROACH

With a focus on serving local communities in the Bay Area, M-Group has consistently demonstrated an ability to provide outstanding planning services for over 90 Bay Area jurisdictions.

Our mission is to create a *new design on urban planning* by working seamlessly with City staff, stakeholders, and decision makers to address community planning needs in a manner that is tailored to the uniqueness of the community of Pinole with an eye toward the future. Timeliness, efficiency, best practices and excellent customer service are at the core of our approach to planning and environmental consulting.

It is our intention to provide the City of Pinole with a team of experienced planning professionals who will provide clear communication and work effectively to assist and guide City staff, and manage projects and applicant teams from project inception through completion as needed to help the City ensure a quality-built environment, healthy neighborhoods, and strong economic base.

ENVIRONMENTAL APPROACH

M-Group's environmental approach is rooted in our close coordination, high level of technical expertise, and commitment to disclosing environmental impacts and identifying design solution and feasible mitigation measures to avoid, reduce and offset impact.

The following key items are central to our success in completing a wide variety of environmental documents for public agency clients throughout the area:

SEAMLESS COORDINATION. Communication is integral to the success of any project. M-Group Project Managers work collaboratively with City staff and outside agencies to resolve concerns as they are identified. We take the initiative to keep projects on track by working proactively with our team of sub-consultants, City staff, and responsible agencies.

CLEAR AND STABLE PROJECT DESCRIPTION. Stability of the project description is a common tactic used by project opponents to assert inadequacy of environmental documents. M-Group will prepare a clear and stable project description to incorporate all components of CEQA Guidelines Section 15124 including regulatory

- ✓ *SEAMLESS COORDINATION*
- ✓ *CLEAR & STABLE PROJECT DESCRIPTION*
- ✓ *KEY ENVIRONMENTAL CONSIDERATIONS*
- ✓ *INTERNAL CONSISTENCY*
- ✓ *TECHNICAL EXPERTISE*
- ✓ *FULL DISCLOSURE OF IMPACTS*
- ✓ *FEASIBLE & EFFECTIVE MITIGATION MEASURES*

setting, environmental context and temporary and permanent project activities.

KEY ENVIRONMENTAL CONSIDERATIONS. M-Group is adept at recognizing primary areas of concern for each project in relation to the existing site conditions. At the onset of each project, we identify the key environmental consideration and pull together a team of professionals best suited to address the project circumstances.

INTERNAL CONSISTENCY. Our team will ensure that the existing conditions and environmental setting provides the most relevant and up to date material in a manner that clarifies and reconciles any conflicting information.

TECHNICAL EXPERTISE. M-Group has long-standing relationships with a suite of sub-consultants. M-Group's partners includes a wide range of technical disciplines whose expertise is leveraged depending on the unique needs of individual projects.

FULL DISCLOSURE OF IMPACTS. We excel at translating complex technical speak into terms that are easily understood. Our environmental documents provide a clear statement of impact and a well-reasoned analysis. We recognize that disclosure allows the public, interested parties, and decision makers to engage in a productive and informed dialogue regarding the project, appropriate range of alternatives, and means to mitigate impacts.

FEASIBLE AND EFFECTIVE MITIGATION MEASURES. To fulfill obligations under CEQA, feasible and implementable mitigation measures must be developed that avoid, minimize, or offset impacts. M-Group's environmental planners and suite of sub-consultants can develop project specific mitigation measures, consistent with the requirements of CEQA Guidelines Section 15126.4. Our team is adept at identifying opportunities to avoid impacts and developing creative and targeted mitigation measures that are feasible to implement.

PLANNING SERVICES

M-Group planners consistently demonstrate an ability to conduct detailed development review for complex projects, balancing the goals of both the community and applicants while providing timely results.

Our extensive experience in reviewing development projects gives us the ability to effectively manage projects from preliminary meetings with applicants to public hearings with decision makers and engaged community members. We consistently provide outstanding customer service, clear communication with all parties, and detailed project analysis, findings and recommendations. Many of our projects are high profile, large scale projects that deal with politically sensitive issues.

Communication and generosity of information are the cornerstone of our approach for all facets of planning.

M-Group planners are accustomed to interacting with project applicants and planning department customers via internet and phone as well as in person. M-Group takes full advantage of modern technology and does not require on-site accommodations to be of service to city planning departments. Equipped with laptop computers and workspace at any of the M-Group offices around the Bay Area, our team is mobile and responsive. M-Group offices supply all resources our planners need to conduct business and act seamlessly on behalf of our municipal clients.

M-Group's approach to on-call planning services is based on our breadth of knowledge, unparalleled customer service, and drive to have a positive and impactful influence on the communities

we serve. Communication and generosity of information are the cornerstone of our approach for all facets of planning.

M-Group current planning services may include but are not limited to:

- Public counter customer service
- Processing small scale projects
- Managing complex development projects
- Executing special projects
- Preparing well written staff reports
- Making findings and preparing resolutions
- Conducting research and analysis for ordinance preparation and update
- Geographic Analysis and GIS services
- Managing consultant teams for long range planning and environmental projects
- Preparation of CEQA documents

"M-Group and the staffing and services provided has demonstrated the ability to be responsive to the City Council and to the community's needs related to land use and sustainability."

— Peggy Flynn, City Manager
City of Petaluma

PROJECT MANAGEMENT. M-Group Project Managers (as identified per project) will serve as the single point of contact for the project assigned, which includes, but is not limited to the following:

- Establish an effective working relationship with applicants, City staff and other project consultants
- Coordinate between applicant, City staff, and consultants
- Schedule, facilitate, and lead project meetings with City staff, subconsultants, and applicant teams
- Proactive application processing within City established timelines
- Maintain organized and complete project files
- Provide frequent updates to the responsible City contact
- Be responsive to City requests for information and project updates
- Ensure overall quality of work
- Effectively manage subconsultants as necessary
- Seek guidance from City contact as needed
- Create public notices and ensure public noticing goes out on time and meets City requirements
- Conduct site visits

TECHNICAL REVIEW & RESEARCH. M-Group will review projects in compliance with applicable codes, City requirements, and state and federal laws as they apply to the project. M-Group will diligently apply these rules, regulations, and procedures.

HISTORIC PRESERVATION. Our capabilities in preparing historic resource evaluations, performing CEQA and Section 106 compliance, and creating historic preservation policy and regulatory documents allows us to support the preservation planning process from multiple sides and to seamlessly integrate historic preservation with both short and long term planning goals.

ENVIRONMENTAL REVIEW. M-Group will assess all projects in compliance with the California Environmental Quality Act (CEQA). M-Group will review all projects for eligible CEQA exemptions, prepare Initial Studies, Negative Declarations, and Mitigated Negative Declarations, as well as Environmental Impact Reports (EIRs), including mitigation monitoring and reporting programs (MMRP), and ensure that they meet CEQA and City standards for completeness and quality. Project Managers will coordinate inter-staff meetings with relevant City Department staff, coordinate CEQA noticing and collect and organize comments on EIRs. Project Managers will facilitate scoping meetings and additional comment meetings as needed for projects. M-Group will coordinate and direct our team of subconsultants for technical reports to augment environmental documents, as needed.

COMMUNITY ENGAGEMENT. M-Group will organize and implement all City required community engagement efforts. This includes public noticing and may include facilitation of early outreach meetings. M-Group can design and manage website pages for specific projects or City programs, such as ADUs, SB 9 implementation, or other needs.

REPORT OR DOCUMENT PREPARATION. M-Group will utilize the City's internal report processing protocols to initiate and prepare reports, including all applicable attachments. M-Group will draft staff reports that include the identification of issues and preparation of conditions of approval following the City's templates. They will follow guidance and instruction from the City contact on format and report-related procedures. M-Group will pro-actively monitor report review progress and adhere to report timelines, as directed.

PRESENTATIONS. M-Group will be responsible for preparing PowerPoint presentations and submitting them for review to the City contact prior to any commission or City Council meetings. M-Group will attend and make a presentation of relevant work to any board commission or council meeting when necessary.

MEETING ATTENDANCE. M-Group will attend public hearings such as City Council, Planning Commission, or other commissions on an as-needed basis. Applicant-initiated meetings will occur remotely via conference calls or video calls.

"I want to thank M-Group. Your team has been an extraordinary resource."

— Joseph Simitian, District 5 Supervisor
County of Santa Clara
Stanford Community Plan

E. SCHEDULE OF WORK

SCHEDULE MANAGEMENT

M-Group will work with the City to manage the planning, organization, and control of time-related aspects of environmental project review process.

SCHEDULE. At the environmental review kickoff meeting, M-Group collaborates with the City to create a schedule for project milestones and deliverables. This includes identification of uncertainties that could impact the project schedule and strategies to minimize delays. M-Group proactively manages the project schedule and provides routing updates to the City to share with applicants as appropriate to ensure that realistic expectations are maintained and commitments are realized.

STRATEGIES. M-Group employs several strategies to keep projects on track and meet identified milestones. M-Group maintains an internal schedule that includes content and quality assurance review prior. The M-Group project manager identifies personnel and task assignments to complete the environmental analysis in alignment with the agreed-upon schedule. M-Group communicates internal deadlines with subconsultants and maintains routine check-ins to address potential issues as they arise and works collaboratively to fulfill data needs so that technical reports can be completed in a timely manner.

PROACTIVE. M-Group recognizes that proactive project management is key to the successful advancement of the project schedule and emphasizes clear and effective communication among the project team and stakeholders throughout the environmental review process.

EXAMPLE SCHEDULE

The following identifies a typical project schedule for the completion of an Initial Study.

Deliverables and Milestones	Target Date
1. Project Management + Kick-off Meeting	
- Project Management and Team Coordination - Kick-off Meeting/ Confirm Scope - Project Coordination Meetings	- Ongoing - Week 1 - Bi-weekly or as Needed
2. Background Research + Tech Studies	
- Routing and Referrals - Tribal Noticing and Consultation - Technical Studies	- Weeks 1-2 - Weeks 1-2 and Ongoing - Weeks 2-6
3. Project Description	
- Deliver Admin Draft Project Description - City to Provide Comments	- Week 4 - Week 4-6
4. Community Engagement	
Facilitation of Community Meetings	As appropriate
5. Draft Environmental Document	
- Deliver Admin Draft Document - City to Provide Comments on Draft - Prepare Public Draft	- Week 10 - Week 10-12 - Week 13
6. Final Draft	
- Prepare Admin Final Draft in Redline - Prepare Public Final Draft - Prepare Draft Environmental Notice	- TBD - TBD - TBD
7. Public Hearings + NOD	
- Public Hearings - File NOD with County Clerk - Post NOD to SCH	- TBD - Within 5 days of approval - Within 5 days of approval

F. SUBCONSULTANTS

SUBCONSULTANTS

Our team comprises industry-leading consultants with whom we have built seamless collaboration over past projects.

When specialized technical studies are needed, we partner with trusted subconsultants who contribute their expertise throughout environmental review, development, and planning processes. M-Group maintains long-term partnerships with key technical specialists through Master Service Agreements.

M-Group maintains long-term partnerships with key technical specialists through Master Service Agreements.

We leverage our subconsultants' specialized knowledge for project-specific studies or peer review of applicant-prepared materials. Our network includes arborists, geologists, hydrologists, and civil engineers, ensuring access to the right expertise whenever needed.

Subconsultants anticipated to be called upon for work with Pinole are included below. Should project conditions dictate, we can amend our subconsultant team to meet the City's needs depending on the project.

Full resumes of Subconsultant Key Staff are included in **Appendix A**.

EVANS & DE SHAZO | CULTURAL AND HISTORIC RESOURCES

www.evans-deshazo.com

Evans & De Shazo, Inc. (EDS) is a certified Women Business Enterprise (WBE), Small Business Enterprise (SBE) and



EVANS & DE SHAZO, LLC
ARCHAEOLOGY HISTORIC PRESERVATION

Disadvantaged Business Enterprise (DBE) that offers a variety of consulting services to help identify, evaluate, mitigate, and resolve impacts to significant cultural resources, including buildings, structures, and features within the historic built environment, and prehistoric and historic archaeological resources.

EDS was founded in 2014 by Sally Evans, M.A. RPA and Stacey De Shazo, M.A. who have a combined professional experience extending more than 46 years in the fields of Archaeology and Historic Preservation. EDS regularly performs studies in compliance with the California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), Section 106 of the National Historic Preservation Act (NHPA), and local agency regulations and guidelines. EDS serves federal, state, and local agencies, educational facilities, private and municipal utilities, tribal and non-profit organizations, as well as environmental planning, architecture, and engineering firms, and private individuals, and excels at working collaboratively with clients and stakeholders to achieve project success.

Key Staff: Sally Evans, Stacey De Shazo

FEHR & PEERS | TRANSPORTATION

www.fehrandpeers.com

Fehr & Peers (F&P) has specialized in providing transportation planning and engineering services to public and private sector clients since their founding in 1985 in Lafayette. They develop creative, cost-effective, and results-oriented solutions to planning and design problems associated with all modes of transportation. For 37 years, they have been offering clients the right combination of leading-edge technical skills and extensive knowledge of the communities in which they work to deliver comprehensive solutions and superior client service. They are nationally recognized experts who routinely publish original research, serve on national committees, and teach courses to others in the industry. Fehr & Peers has a deep bench of nearly 80 local planners and engineers based in the Bay Area.



Key Staff: Sam Tabibnia

ILLINGWORTH & RODKIN | AIR QUALITY, GHG, HRA, NOISE ASSESSMENTS

<https://illingworthrodkin.com>

Illingworth & Rodkin (I&R) provides a complete range of consulting services in acoustics, vibration, and air quality (including greenhouse gases) to governmental agencies, private sector clients, and other environmental and design professionals. Over the past 30 years, they have completed approximately 5,000 projects in architectural acoustics, community noise and vibration, industrial noise and vibration control, hydroacoustics, tire/pavement noise research, transportation noise, and air quality/ GHG studies. Their goal is to provide their clients with the benefit of their expertise and experience with an emphasis on objective and thorough analyses of issues, timeliness, teamwork, and practical solutions.



Key Staff: Michael Thill, James Reyff

MONK & ASSOCIATES | BIOLOGICAL RESOURCES

www.monkassociates.com

Monk & Associates Inc. (M&A) provides a variety of biological services to both public and private organizations for 32 years. M&A specializes in the preparation of EIR/EIS biology sections pursuant to CEQA and the National Environmental Policy Act (NEPA). M&A assists lead agencies with the preparation of biological constraints analyses (assessments), mitigation and monitoring plans, and habitat restoration plans. M&A has extensive experience conducting special-status plant and animal surveys as required to address environmental permitting concerns. M&A's current projects from Healdsburg to Santa Barbara.

MONK & ASSOCIATES

Key Staff: Sarah Lynch, Christina Owens, Mark Jasper, Sarah McNamara

"M-Group made another solid and detailed presentation to the Commission and fielded numerous questions from the Commission."

— Jeremy Lochirco, City of Hayward

G. COST

BILLING METHODOLOGY

- M-Group will invoice the City by billable hours per month.
- Hourly rates are subject to annual adjustment on January 1st.
- Annual increases on Jan 1 will not exceed 5% or the current year's Consumer Price Index (CPI) increase for the San Francisco-Oakland-Hayward, CA Core Based Statistical Area, whichever is lower.
- A 10% administration fee is added to Sub-consultants rates.
- M-Group will provide a detailed cost proposal with a not-to-exceed budget based on the scope of work specific to each project.

"The City appreciates the high-quality and professional work performed by M-Group."

— Steven Turner, City of Newark

M-GROUP 2024 HOURLY RATES

Admin Analyst Planning Tech	\$95
Assistant Planner Assistant Urban Designer Social Media Coordinator	\$115
Associate Planner Associate Urban Designer GIS Services	\$145
Environmental Planner Historic Preservation Specialist Public Art Specialist	\$160
Senior Planner Senior Urban Designer Senior Environmental Planner	\$175
Project Manager	\$185
Principal Planner Principal Environmental Planner Principal Policy Planner Director of Urban Design	\$195
Principal	\$280-\$300

H. EXPERIENCE + REFERENCES

EXPERIENCE

To demonstrate the breadth of our abilities we have included a sampling of Planning and Environmental Services that M-Group provides for Bay Area jurisdictions.

M-Group currently serves several East Bay jurisdictions including the Cities of Newark and San Ramon and the Town of Danville. M-Group planners are nimble in their ability to assess a community's needs and characteristics and adapt quickly to the jurisdiction they are serving.

"M-Group was a tremendous asset to our Planning Department team during a time when their excellent planning and communication skills were greatly needed."

— Ned Thomas, City of Milpitas

CITY OF NEWARK | ON-CALL PLANNING + ENVIRONMENTAL SUPPORT

The City of Newark engaged M-Group in an On-Call Planning and Environmental support agreement in 2020. M-Group provides on-call staffing to serve as extension of City staff processing entitlement applications and conducting environmental review adhering to the City and CEQA documentation protocol. M-Group staff interfaces with stakeholders, city officials, subconsultants, and the public on behalf of Newark. Projects have included:



- **Timber Street Senior Housing IS/MND.** M-Group managed the environmental review of a conversion of a light industrial and warehouse space to a senior housing development containing 79 units, on an approximately 1-acre site. This project included a zone change from RM to RH and a General Plan Amendment from Medium Density Residential to High Density Residential. The Timber Senior Housing project utilized the density bonus provisions to get to 79 units exceeding the proposed General Plan designation.
- **Cedar Blvd Residential Project IS/MND.** M-Group managed the environmental review of an application for a residential planned development consisting of 130 residential units on a 7.75 acre site currently under industrial use. The proposed development would incorporate 70 detached single-family homes and 60 attached single-family ("duet") homes accessed by new private streets.

- **FMC Willow Bayside TOD Development Review and Environmental Peer Review.** M-Group managed the development and environmental peer reviews for the conversion from industrial use to residential and mixed-use of the FMC parcel as previously approved in the Dumbarton Transit Oriented Development Specific Plan. The 17-acre site located on Willow Street was one of the last remaining undeveloped parcels in the Specific Plan area. The plan for this site included the transit station, approximately 400 residential units, of which 88 are affordable housing, plus 12,000 square feet of commercial space.

CITY OF SAN RAMON | ON-CALL PLANNING + ENVIRONMENTAL SUPPORT

M-Group has been providing Environmental consulting services to San Ramon since 2015. In 2019 the arrangement was solidified with a contract for On-Call Planning and Environmental Services. M-Group provides a range of services to the City of San Ramon including the processing of various development applications and specific plans, and complete preparation and processing of CEQA-compliant environmental documents. Projects have included:



- **San Ramon Valley Apartments IS/MND** M-Group prepared an expanded Initial Study/Mitigated Negative Declaration for a mixed-use development on an underutilized parcel within the City of San Ramon. M-Group managed a team of technical specialists, worked collaboratively with City staff to release the public review document and prepared a comprehensive response to comments on the MND.

- **2481 Deerwood Drive IS/MND.** M-Group provided project management, review of technical studies, CEQA compliant project description, and preparation of IS/MND including attendance at public meetings and responding to comments, draft CEQA notices. The applicant is sought to redevelop the site, a 4.4 acre property zoned for administrative offices, with a 61 unit three-story townhome.
- **Church of the Valley IS/MND.** M-Group prepared a comprehensive IS/MND, conducted peer review of technical studies, integrated results into the CEQA analysis and coordinated with the project team to address environmental concerns. M-Group developed a mitigation monitoring and reporting program, prepared a comprehensive response to comments, and responded to questions raised by the public and decision makers at public hearings for Church of the Valley Memory Care and Education Facilities Project. The project involved expansion of the existing facility to accommodate 195 students preschool to 8th grade. The project included a subdivision of the existing approximately 5.45-acre property into two separate parcels of approximately 1.53 acres and approximately 3.92 acres; construction of an approximately 22,730-square-foot, single-story memory care facility on the 1.53-acre lot, and the development of an 11,650-square-foot, two-story educational building and associated site improvements on the 3.92-acre lot with retention of the existing, operational, Church of the Valley administrative offices and education facilities on site.

CITY OF PALO ALTO | ON-CALL PLANNING + ENVIRONMENTAL SUPPORT

Since 2006, M-Group has been in contract with the City of Palo Alto providing a variety of on-call planning services, environmental review and historic evaluations. M-Group provides the City of Palo Alto with supplemental planning staff ranging from Principal Planners to Assistant Planners. The M-Group team acts as an extension of staff and integrates seamlessly to provide these services.



- **CEQA Infill Exception on Park Boulevard.** M-Group completed environmental review on a Major Architectural Review application for exterior alterations, partial demolition of 2,198 square feet and additions of 5,564 square feet to an existing 4,501 square foot commercial building on a 20,442 square foot lot located at 3241 Park Boulevard in the GM (General Manufacturing) zoning district. The existing use of the property is for Automotive Services and the proposed use will be for Research and Development. The existing building on the property was constructed in 1970, meeting the 50-year threshold of potential historic resources. M-Group coordinated with the City to provide a document that supports the City's determination that the project is exempt from CEQA pursuant to CEQA Guidelines 15332 (Infill Development). M-Group prepared a Historic Resource Evaluation to support the findings and conducted all other analyses in conjunction with the work.
- M-Group responds to public inquiries regarding the planning process and development regulations in a timely fashion. M-Group tackles problems with solution-oriented responses.

- M-Group acts as project managers for discretionary review of single-family design review, development review of multi-family, commercial, hospitality, office projects and city-sponsored projects. Recent past projects include comprehensive plan amendments, zoning amendments, architectural review, subdivision maps, variances, and conditional use permits. M-Group ensures the projects are consistent with adopted policies and regulations. M-Group prepares staff reports and presents at the Historic Resources Board, Architectural Review Board, Planning Commission and City Council.
- As part of project review, M-Group has managed Comprehensive Plan and zoning text and map updates.
- M-Group reviews building permits for consistency with approved entitlements and conducts inspections ensuring compliance with approved building permits.
- M-Group staff have prepared informational graphic charts and diagrams to explain complex city processes.

CITY OF MENLO PARK | ON-CALL PLANNING SERVICES

M-Group has been providing on-call professional planning services to the City of Menlo Park since 2017. M-Group provides supplemental planning staff acting as an extension of City staff. M-Group integrates seamlessly to provide services including environmental review, development application review, and special project management. M-Group staff interfaces with applicants, prepares staff reports, and presents to commissions, City Council, and the public. Sample projects include:



- **Menlo Portal.** M-Group prepared the environmental impact report and processed the requested use permit, architectural control, and building permit for the

proposed Menlo Portal project. The project comprised two buildings: a seven-story multifamily residential building, and a three-story commercial building with neighborhood-serving commercial space on the ground level and office above. Both buildings included above-grade, two-story parking

- **123 Independence Drive.** Processed a request for a use permit, architectural control, below-market rate housing agreement, community amenities agreement, heritage tree removal permit, environmental review, and density bonus to redevelop five parcels with approximately 116 townhomes and 316 apartments (for 432 dwelling units total) on a 8.15-acre site.
- **Commonwealth Building 3.** Processed proposal to construct a new 249,500 square-foot, four-story office building and a new approximately 404,000 square-foot four-story, five-level parking structure with 1,340 parking spaces. The site contains two existing four-story office buildings, each approximately 129,960 square feet in size, to remain on the project site. The total existing and proposed office development on the parcel would be approximately 509,420 square feet.
- **CS Bio Expansion Project.** Processed an application to construct a new seven-story office and research and development building with a ground-floor restaurant, partially demolish an existing office and R&D building, and construct a new five-story parking structure.

CITY OF PACIFICA | ON-CALL PLANNING + ENVIRONMENTAL SERVICES

M-Group has been providing on-call planning and environmental services to the City of Pacifica since 2016. Our services include all types of projects requesting entitlements including new residential and commercial subdivision, in-fill redevelopment of residential and commercial buildings, hillside development, General Plan and zoning amendments, annexations, use permits, variances, coastal development permits, design review and preparation of Initial Studies and CEQA documents. Projects have included:



- **EIR for 930 Oddstad Boulevard.** M-Group managed and prepared the Environmental Impact Report (EIR) for the Pacifica School District Workforce Housing Project. The project included demolition of a non-operational elementary school and construction of 70 residential units of which 11 are below market rate affordable housing units, 34 are subsidized units for teachers and staff of the Pacifica School District, and 25 are market rate units. The project also included community amenities, and other site improvements such as landscaping and parking. Primary concerns for the project included transportation/traffic, biological resources, and wildfire as the site is within the wildland urban interface (WUI) and adjacent to an area designated as a fire hazard severity zone. The EIR was certified by the City Council on April 24, 2023.
- **IS/MND for San Pedro Terrace.** M-Group managed and prepared the IS/MND for the San Pedro Terrace Subdivision. The project consisted of a tentative subdivision map to subdivide a 2.42-acre parcel into six (6) lots for single family residential development. Project entitlements included a General Plan Amendment to change the Land Use Designation from High Density Residential to Low Density Residential, rezoning the site

from C-3, Service Commercial Zoning to R-1, Single Family Residential Zoning, a tentative subdivision map for six (6) single family lots, and the removal of mature trees, including three (3) Monterey Cypress trees that qualify as Heritage Trees.

- **Harmony at One, Lot 3 and Lot 5, EIR Addendums.** M-Group conducted environmental review of proposed single family residential development for two different projects within the Harmony @ 1 subdivision. An EIR was adopted for the subdivision. M-Group prepared an EIR addendum for each project, which proposed modifications to the initial design concepts considered in the EIR, to evaluate whether the project may result in new significant impacts or substantial increases in severity of previously identified significant impacts in the EIR.
- **CEQA Exemptions.** M-Group prepared CEQA Categorical Exemptions including but not limited to Class 1, Class 3, and Class 32 for projects ranging from the subdivision of existing parcels, a marijuana business, roadway extensions, and expansion of business operations.

"Wow, the M-Group definitely gets after it! This is really good stuff!"

— Rob Simonds, Director of Housing Development
Habitat for Humanity EB/SV



I. REQUIRED STATEMENTS

CONFLICT OF INTEREST

M-Group does not have any financial, business or other relationships that may have an impact upon the outcome of services provided. M-Group contracts primarily with city and county government agencies and does not represent private business developers.

INSURANCE

M-Group fully accepts the City's insurance requirement in accordance with Attachment A – Standard Professional Services Contract.

PROPRIETARY CONTENT

The information contained in this proposal is considered non-proprietary and may be shared at your discretion.

CALIFORNIA PUBLIC RECORDS ACT

M-Group understands that all documents submitted to the City in connection with the proposal are subject to the California Public Records Act and may be disclosed without notice to the Consultant.

EXCEPTIONS

M-Group fully accepts the RFP Scope, content, terms and conditions detailed in the City's Standard Contract (Attachment A).

LITIGATION

There are no pending and/or current violations, claims or legal actions filed against M-Group in the last seven years. Further, M-Group does not have any terminated contracts within the past seven years.

APPENDIX A

RESUMES

M-GROUP

TOM FORD, AICP
OLIVIA ERVIN
RANU AGGARWAL, AICP
SUZANNE AVILA, AICP
JUSTIN SHIU, AICP
MANDY KANG
ALAINA LIPP
SEAN MANALO
BHAVANI POTHARAJU
JELANI MORA
LAYLONNI LASTER

EVANS & DE SHAZO

SALLY EVANS
STACEY DE SHAZO

FEHR & PEERS

SAM TABIBNIA

ILLINGWORTH & RODKIN

MICHAEL THILL
JAMES REYFF

MONK & ASSOCIATES

SARAH LYNCH
CHRISTINA OWENS
MARK JASPER
SARAH McNAMARA



TOM FORD, AICP

PRINCIPAL



EXPERIENCE

M-Group

Principal

2021 – Present

Director of Urban Design

2016 – 2021

Gensler

Studio Director

2013 – 2015

Shanghai, China

The Office of Tom Ford

Principal

2008 – 2013

Oakland, Calif.

Design, Community & Environment

Principal

1999 – 2008

Berkeley, Calif.

Calthorpe Associates

Urban Designer

1994 – 1999

Berkeley, Calif.

EDUCATION

Master of Architecture

University of California

Berkeley, Calif.

Bachelor of Arts in Dramatic Art

University of California

Davis, Calif.

LEADERSHIP

Community Planning Assistance

Team, Revitalization Strategy for

Downtown Kingsburg

Tom Ford's professional planning career spans more than 30 years, primarily in California. From 2010 through 2015 he lived in Asia and provided planning and urban design services and project management as a consultant to the Asia offices of international design firms. That international planning and urban design work followed many years of experience as a team leader, preparing transit-oriented designs, urban design studies, and comprehensive planning projects for complex sites and programs. Over Tom's three decades of professional practice, he has developed an ability to enter a project, identify potential problems or issues, and develop solutions in a timely manner. Tom's projects are primarily urbanist in their approach and vision. During his career, Tom has received awards on both sides of the Pacific Ocean for his urban design and comprehensive planning work, from various chapters of the American Planning Association to the Hong Kong Chapter of the American Institute of Architects.

AREAS OF EXPERTISE

Urban Design

Policy Planning

Objective Standards

Community Planning

Design Guidelines

Project Management

URBAN DESIGN

EL CAMINO REAL SPECIFIC PLAN | CITY OF SUNNYVALE

The El Camino Real Specific Plan establishes a framework to increase the economic vitality of Sunnyvale's El Camino Real corridor while refocusing land use and circulation patterns to support mixed-use development and enhance pedestrian, bike, and transit mobility. The plan focuses on future development along the corridor around four "nodes" that are best suited to implement the vision of the Grand Boulevard Initiative, a multi-city vision for El Camino Real. The Specific Plan was adopted in 2023 and received an Award of Merit from the California APA Northern Section.

OBJECTIVE DESIGN STANDARDS | COUNTY OF ALAMEDA

M-Group worked with Alameda County to prepare objective development standards for single-family, multi-family, and residential mixed-use development proposed in unincorporated parts of the County. The project consisted of the development of objective design standards in addition to a development review Checklist for staff use during the streamlined review process. The project also included a community engagement process through a working group comprised of Municipal Advisory Committee members drawn from the County's Community Areas. Work with the committee ensured the objective standards aligned with the unique vision and priorities in each Community Area.

OBJECTIVE DESIGN STANDARDS | TOWN OF LOS GATOS

M-Group developed objective standards for the review of qualifying residential development in the Town of Los Gatos. To establish objective standards that meet the desired community character and are harmonious with existing development, M-Group compiled nonobjective guidelines contained in existing Town documents. M-Group categorized those subjective guidelines by overarching design topics and developed language and diagrams to capture their intent in objective standards.



TOM FORD, AICP

PRINCIPAL

Certified Charrette Planner, The
National Charrette Institute

Past Member, Caltrans District 4
Pedestrian Advisory Committee

MEMBERSHIPS

The Congress for the New Urbanism

SPUR

Greenbelt Alliance

American Institute of Certified
Planners

PUBLICATIONS

"Base Instincts," *CTBUH Conference
Compendium*, October 2015

*The Regional City: Planning for the End
of Sprawl*, by Peter Calthorpe and
William Fulton (contributed
drawings), 2001

Great Streets, by Allan B. Jacobs
(contributed drawings), 1993

PRESENTATIONS

"Perfecting the Public Realm,"
panelist, *Developing Cities with Small
Footprints*, East China Normal
University, Shanghai, China, 2015

"Future Development in Shanghai,"
panelist, *Design and Construction
Forum*, American Chamber of
Commerce in Shanghai, 2015

"The First 10 Meters," *Sustainability
Forum*, United States Consulate,
Shenyang, China, 2015

OUTDOOR BUSINESS ACTIVITY GUIDELINES | CITY OF REDWOOD CITY

M-Group developed comprehensive policy, permitting, and design guidelines for outdoor dining and other merchant activities in public rights of way. With the dramatic rise in the use of outdoor parklet dining during the COVID pandemic, the City desired to develop a formal policy document to replace an emergency program. This allowed M-Group and City staff to evaluate long-term goals for the downtown and how outdoor parklets can implement those goals. The finished design and policy document incorporates and updates an existing City program that regulates the use and design requirements for sidewalk cafes.

DESIGN GUIDELINES FOR STANFORD CAMPUS | COUNTY OF SANTA CLARA

M-Group is developing design guidelines for the Stanford University campus, in coordination with the Stanford University Community Plan Update. The design guidelines include broad, overarching guidance for campus-wide elements, such as circulation, open space, and landscape networks. Additionally, the guidelines provide specific guidance for a series of campus districts, including objective design standards for sites identified in the County's 2023-2031 Housing Element. The Design Guidelines will facilitate and streamline future project approvals.

POLICY PLANNING

AIRPORT AREA SPECIFIC PLAN AND EIR | SONOMA COUNTY

The Airport Area Specific Plan will provide a new vision for industrial and commercial uses around the Sonoma Airport SMART Station. As an MTC-designated Priority Development Area, the Specific Plan will include new opportunities for residential development utilizing and building upon the community's demographics, employment base, and land use patterns. A community equity profile and objective design standards will be crucial components of the Specific Plan and support balanced land uses, urban design strategies, and circulation improvements around the SMART station.

GENERAL PLAN 2040 | CITY OF SAUSALITO

The City of Sausalito's General Plan updates the City's 1995 General Plan. Due to the long and storied history of Sausalito's maritime working waterfront, General Plan 2040 capitalizes on the opportunity to address the pending impacts of sea level rise on the established character of many parts of the city. Although there are no significant changes to land uses in the updated General Plan, the process provided an opportunity for the community to coalesce around a comprehensive vision for its future as well as the shared values that shape that vision and identity. The General Plan was adopted in February 2021 and received an Award of Merit from California APA Northern Section.

PROJECT MANAGEMENT

PARKLET IMPLEMENTATION | REDWOOD CITY IMPROVEMENT ASSOCIATION

M-Group was hired by the Redwood City Improvement Association to assist Association members in City approval of parklet installations. M-Group staff provide individualized guidance to applicants based on each applicant's specific design, development, or technical issues identified by City staff in the approval process.



OLIVIA ERVIN

PRINCIPAL



EXPERIENCE

M-Group

Principal

2021 – Present

Principal Environmental
Planner

2017 – 2021

Environmental Planner
2013 – 2016

Terra Nova Planning & Research

Senior Planner

2009 – 2013

Napa, Calif.

Terra Nova Planning & Research

Associate Planner

2007 – 2009

Palm Springs, Calif.

EDUCATION

UC Davis Extensions

Planning and Environmental
Law

Leadership Napa Valley

Napa, Calif.

Bachelor of Science Environmental Resource Science

UC Davis

Davis, Calif.

MEMBERSHIPS

American Planning

Association (APA)

Association of Environmental
Planners (AEP)

Olivia has over 16 years of experience with environmental compliance and land use planning. She provides lead agencies with environmental review services including project management, planning, and consulting. She is knowledgeable with technical aspects of CEQA, standards of review, and acceptable modeling tools. Her direct approach, organization system, and familiarity with the environmental review process make her an effective team leader. Olivia has successfully managed complex environmental review processes for a range of projects, including development review, infrastructure improvements, and long-range plans.

AREAS OF EXPERTISE

CEQA & Environmental Review
Project Management
Technical Analysis

Land Use Planning
Written & Oral Communications
Community Development

ENVIRONMENTAL + PLANNING

ON-CALL ENVIRONMENTAL PLANNING SERVICES | CITY OF PETALUMA, CALIF.

Serving as the City's contract environmental planner since 2013 conducting environmental review for a variety of development, legislative, and municipal projects. Manage administrative records, prepare staff reports, present CEQA findings to the public and decision makers at hearings for numerous projects involving all levels of environmental review. Serve as planning staff liaison to other City departments to complete CEQA review for municipal projects, establishing the City's Implementation Guidelines for SB 743 compliance, and consultation with state agencies and Tribal entities.

ON-CALL ENVIRONMENTAL PLANNING SERVICES | CITY OF COTATI, CALIF.

Since 2016 M-Group has been providing environmental review services to the City of Cotati. Assists with CEQA compliance on a variety of development review projects, zoning code updates including the cannabis ordinance, and municipal projects. Project manager and primary point of contact for the City. Lead on CEQA documentation for mixed-use development, subdivisions, and assisted living facility. Supports City staff presentations to decision makers and responds to comments at public hearings.

ON-CALL ENVIRONMENTAL AND PLANNING SERVICES | CITY OF CALISTOGA, CALIF.

Since 2017 M-Group has been providing environmental review services to the City of Calistoga. Served as lead CEQA author for gas station and restaurant, hotel and retail, and industrial projects, Housing Element Update, and microgrid energy project. Currently, Principal with oversight of Project Managers on two large subdivision projects including hillside and creek side development, as well as conversion of agricultural land. Assists City with review of a wildfire evacuation analysis and provides peer review support on a variety of projects. Primary point of contact for the City providing oversight of environmental services. Supports City with staff reports, findings and resolutions, and presentations at public hearings.

ON-CALL ENVIRONMENTAL PLANNING SERVICES | CITY OF PINOLE, CALIF.

Since 2018 M-Group has been providing environmental review services to the City of Pinole. Project manager and CEQA lead for senior housing project, residential development, mixed use projects, and development of a light industrial facility. Manages teams of technical experts and provides oversight of environmental services. Attends public hearings and supports City with staff reports, findings and resolutions, and presentations.



OLIVIA ERVIN

PRINCIPAL

ON-CALL ENVIRONMENTAL PLANNING SERVICES | *CITY OF SANTA ROSA, CALIF.*

Since 2016 M-Group has been on the City of Santa Rosa's on-call list for planning and environmental services. Serving as project manager for environmental review on a number of development review projects and completed CEQA analysis for the City's supplemental density bonus ordinance. Primary considerations include land use compatibility related to regional parks, open space and agricultural lands, hillside development, connectivity and expansion of bicycle and pedestrian facilities, infill development, and infrastructure improvements.

ON-CALL ENVIRONMENTAL PLANNING SERVICES | *CITY OF SAN RAFAEL, CALIF.*

Since 2017 M-Group has been providing the City of San Rafael with environmental and planning services. Support with a number of development projects including preparation of an Addendum to the San Rafael General Plan EIR for focused General Plan amendments. Prepared a CEQA Primer Training video to inform the community and decision makers of the CEQA process, roles, and responsibilities. Provides peer review services on environmental documents for complex development projects.

JAGUAR WAY EXTENSION | *TOWN OF WINDSOR, CALIF.*

For the Town's Public Works Department, lead environmental review services for Jaguar Way Extension (0.5 mile roadway including bridge over Starr Creek providing connectivity between Starr Road and Windsor Drive). Assessed various design options for multi-modal access, evaluated environmental constraints, and prepared IS/MND. Assisted Town in fulfilling lead agency obligations, prepared notices and staff report. Prepared and circulated response to comments addressing California Department of Fish and Wildlife concerns and public comment letters. Presented staff report and findings at Council hearing.

PACIFICA SCHOOL DISTRICT WORKFORCE HOUSING EIR | *PACIFICA, CALIF.*

Served as Principal for preparation of the Pacifica School District Workforce Housing Project Environmental Impact Report (EIR). The project included demolition of a non-operational elementary school and construction of 70 residential units of which 11 are below market rate affordable housing units, 34 are subsidized units for teachers and staff of the Pacifica School District, and 25 are market rate units. The project also included community amenities, and other site improvements such as landscaping and parking. Primary concerns for the project included transportation/traffic, biological resources, and wildfire as the site is within the wildland urban interface (WUI) and adjacent to an area designated as a fire hazard severity zone. The EIR was certified by the City of Pacifica in 2023.

UGB EXPANSION AREA IS/MND | *TOWN OF WINDSOR, CA*

Project Manager for the environmental review of a 21-acre expansion of the Town's Urban Growth Boundary including a General Plan Amendment and Zoning Designation to allow up to 200,000 square feet of light industrial and institutional uses. Oversaw preparation of technical studies including a traffic impact analysis, biological resources assessment, environmental site assessment (Phase I), historic resources evaluation, cultural study, air quality and greenhouse gas assessment, and noise study. A Land Evaluation Site Assessment (LESA) model was conducted to quantify the value of agricultural lands lost and identify appropriate offsets.



RANU AGGARWAL, AICP

PRINCIPAL PLANNER



EXPERIENCE

M-Group

Principal Planner
2022 – Present

Senior Planner
2013 – 2021

Circlepoint

Senior Associate
2013

County of Santa Clara Planning and Development

Planner II &
Senior Associate Planner
2004 – 2006 &
2006 – 2011

County of Santa Clara Information Services Department, GIS

GIS Technician
2002 – 2004

City of Houston Planning and Development

Planner
1999 – 2000

University of Oklahoma Center for Business and Economic Development

Norman, Oklahoma
Planning Assistant/
GIS Specialist
1994 – 1996

EDUCATION

Public Leadership Credential

Harvard Kennedy School of
Public Policy
2024

Ranu has over 23 years of experience in current, long range, and environmental planning and design including extensive experience in managing complex projects. Ranu has a valuable ability to combine a big picture perspective with attention to detail when managing planning projects. Her knowledge and interpersonal skills enable her to build teamwork and successfully guide projects to completion on a timeline, based on exceptional technical and management skills. She is committed to providing excellent service to the communities she serves and has worked with both local governments and non-profit organizations.

AREAS OF EXPERTISE

Environmental Review
Project Management
Policy Planning
Development and Design Review

Entitlement Processing and Compliance
Community Engagement
Geographic Information Systems
Urban Design

ENVIRONMENTAL PLANNING

ENVIRONMENTAL IMPACT REPORTS/STATEMENTS | *VARIOUS CITIES*

Authored several sections of the EIR/EIS for an I-680 widening project for Caltrans. Managed and authored several sections of various EIRs, including but not limited to, Gateway Village, a large-scale mixed-use project, for the City of Santa Clara. Coordinated the preparation of studies for the EIR for Reid Hillview County Airport Master Plan, County of Santa Clara.

INITIAL STUDIES/(M)ND | *VARIOUS CITIES*

Managed and prepared Initial Studies/(M)ND/MMRP for residential, subdivision, major utilities, and park improvement projects. Such projects include a complete streets project in Sunnyvale, housing projects in Newark, a creek realignment project in Monte Sereno, and a subdivision project in Los Gatos. Prepared an Initial Study and (M)ND for the Circulation Element for Half Moon Bay General Plan. Prepared an Environmental Assessment (EA) and Finding of No Significant Impact (FONSI), pursuant to NEPA, for an affordable housing project in Newark.

CATEGORICAL EXEMPTIONS | *VARIOUS CITIES*

Analyzed development projects for application of categorical exemptions and prepared exemption documents, including but not limited to, "Infill Development Projects" categorical exemption, as appropriate.

POLICY PLANNING

SANTA CLARA VALLEY HABITAT PLAN | *COUNTY OF SANTA CLARA, CALIF.*

Managed and led the data collection, compilation, and analysis for the County of Santa Clara in the development of land use and conservation policy for the Santa Clara Valley Habitat Plan, a fifty-year Habitat Conservation Plan/Natural Communities Conservation Plan for the Santa Clara Valley.

COMMUNITY ENGAGEMENT | *VARIOUS CITIES & COUNTIES IN THE BAY AREA*

Engage with applicants and community members on complex development and policy projects. Interact with interested parties to bring projects to completion with the best quality



RANU AGGARWAL, AICP

PRINCIPAL PLANNER

Master of Regional and City Planning

University of Oklahoma,
College of Architecture
Norman, OK

Master of Landscape Architecture

University of Massachusetts,
College of Natural Resources
and Environment
Amherst, Massachusetts

Bachelor of Architecture

University of Mumbai, Sir J.J.
College of Architecture
Mumbai, India

MEMBERSHIPS

American Planning
Association (APA)

American Institute of Certified
Planners (AICP)

outcome. Organize and conduct scoping meetings and stakeholder meetings for preparation of Environmental Impact Reports and plan documents, including the Gateway Village EIR, a large-scale mixed-use project in Santa Clara, and the Santa Clara Valley Habitat Plan. Diverse experience giving presentations and engaging with multiple City Boards and Planning Commissions at public meetings and hearings.

ORDINANCE UPDATE | CITY OF PACIFIC GROVE, CALIF.

Updated the City of Pacific Grove Accessory Dwelling Unit (ADU) ordinance in compliance with State Law.

SPECIALIZED STUDIES | VARIOUS CITIES

Performed analysis for specialized studies, including demographic and economic trends for long-term growth capacity, trends in housing size and needs, workforce profile, tourism, Green Building Ordinance, General Plan updates for Transportation and Resources Conservation.

URBAN DESIGN

Conducted a visual impact study for a wireless facility for the City of Pacifica; prepared the study report and presentation materials for Planning Commission.

Developed urban design guidelines for the historic commercial district, main street, and central open space for New Delhi, India.

Designed residential landscapes and a regional open space plan in the Amherst area, Massachusetts.

Developed architectural and site design for single and multi-family residential projects, a shopping and office complex, and a manufacturing plant in Mumbai and Delhi, India.

STAFFING SOLUTIONS

DEVELOPMENT AND DESIGN REVIEW | CITIES OF PACIFICA, SAN MATEO, LOS ALTOS, PALO ALTO & HAYWARD, CALIF.

Managed design and development review projects involving review and management of complex development proposals through the entitlement process, including mixed use, single and multi-family residential, a 25-lot hillside cluster subdivision, solid waste management facility, and religious institution projects. Examples include multifamily residential (condominiums), mixed use, wireless communication facilities, and a 192-room hotel complex.

REPORTS AND PRESENTATIONS | VARIOUS CITIES

Prepared staff reports, conditions of approval, recommendations, and presentations.

Developed and delivered project presentations to stakeholder groups and governmental bodies at public hearings.

CUSTOMER SERVICE | VARIOUS CITIES

Provided project specific and general customer service on policies, regulations and processes to applicants, consultants, developers, and members of the Santa Clara County, City of San Jose, City of Palo Alto, and City of Pacifica communities.



SUZANNE AVILA, AICP

PRINCIPAL PLANNER



EXPERIENCE

M-Group

Principal Planner
Oct 2022 – Present

CSG Consultants

Principal Planner
Apr 2019 – Oct 2022
Foster City, Calif.

Town of Los Altos Hills

Planning Director
Jun 2014 – Apr 2019
Los Altos Hills, Calif.

Town of Los Gatos

Senior Planner
Apr 2000 – Jun 2014
Los Gatos, Calif.

Contract Planner

Jul 1999 – Mar 2000
Various Cities, Calif.

EDUCATION

Bachelor of Arts – Environmental Studies

California State University East Bay
Hayward, Calif

Graduate Coursework – Environmental Studies/ Urban Planning

San Jose State University
San Jose, Calif

MEMBERSHIPS

American Institute of Certified
Planners (AICP)

Suzanne Avila is an experienced planning professional with 34 years of demonstrated history in Bay Area government planning including current and advanced planning, administration, and project management. Suzanne's experience encompasses hillside development, historic preservation, land use, development entitlements, and the full range of planning services. She is adept at working with citizen groups and volunteer committees maintaining focus on consensus building and inventive problem solving.

AREAS OF EXPERTISE

Project Management
Zoning Review & Compliance
Policy Planning

Developmental Review
Environmental Review
Historic Review

EXPERIENCE

PRINCIPAL PLANNER | M-GROUP

Town of Los Altos Hills: Served as hearing officer for Fast Track and Site Development hearings; project management for SB330 applications, 2024 Pathway Fee Nexus Study and Housing Element implementation.

Town of Atherton: Prepared 2023 Housing Element Annual Progress Report, Planning Commission and City Council staff reports; Objective Design Standards for Multi-Family Housing; CEQA analysis and Zoning Code amendments for Housing Element.

City of Belmont: Providing project management services for SB330 project.

City of Redwood City: Provided project management for SB35 affordable housing development and review of applications for parklets and sidewalk cafes.

City of Millbrae: Provided project management services for SB35 developments.

PRINCIPAL PLANNER | CSG CONSULTANTS

City of Gustine: served as the on-call planner including building permit plan check, review of current planning applications for Planning Commission and/or City Council review and advised staff and residents on planning and zoning matters.

City of Rohnert Park: provided project management services for large scale residential, commercial, and industrial developments.

Town of Los Altos Hills: provided project management services on Pathway Fee Nexus Study, Pathway Map update and Green Infrastructure Plan; current planning assistance.

Town of Colma: provided planning manager staff augmentation for current and long-range planning initiatives including the General Plan Update, Local Hazards Mitigation Plan, and implementation of C/CAG TDM Guidelines; served as Zoning Administrator at Administrative hearings.

Town of Portola Valley: provided final inspection and current planning assistance.

PLANNING DIRECTOR | TOWN OF LOS ALTOS HILLS, CALIF.

Oversaw and managed Planning and Building operations and code enforcement; supervised staff and consultants and prepared performance reviews; reviewed and rendered decisions on projects at Site Development and Fast Track hearings; prepared reports and presentations and attended all Planning Commission and City Council meetings. Met with residents and design professionals to facilitate application



SUZANNE AVILA, AICP

PRINCIPAL PLANNER

processing and resolved issues, interfaced with volunteer committee members, prepared ordinance and General Plan element updates, and reviewed and processed annexations and development applications.

SENIOR PLANNER | *TOWN OF LOS GATOS, CALIF.*

Performed current planning functions as the project planner for complex planning applications including planned developments, architecture and site, subdivisions and use permits; hillside development; and historic preservation (CLG Coordinator and staff liaison). Processed annexations, performed construction management and building plan check, prepared staff reports, and held site analysis meetings with design professionals and residents.

Advance planning responsibilities included General Plan and Housing Element updates, Tree Protection Ordinance updates, creation and adoption of Commercial Design Guidelines and Hillside Development Standards and Guidelines, establishment of architectural and geotechnical peer review processes, preparation of consultant RFPs and contracts, management of consultants, consultant selection, and community workshops for the North 40 Specific Plan.

CONTRACT PLANNER | *CITY OF PALO ALTO, CALIF.*

Responsible for commercial and industrial projects requiring approval by Architectural Review Board, Zoning Administrator or Planning Commission; environmental review; site visits and field work; building permit plan check; and pre-application meetings with design professionals and business owners.

CONTRACT PLANNER | *CITY OF SUNNYVALE, CALIF.*

Served at the One-Stop Permit counter as part of the express plan check team; provided zoning information; review of business license and home occupation applications; processing of staff level planning and design review applications; project planner for commercial and industrial projects; environmental review; annexation of County pockets



JUSTIN SHIU, AICP

SENIOR PLANNER



EXPERIENCE

M-Group

Senior Planner
2019 - Present

Associate Planner
2015 – 2019

Assistant Planner
2013 – 2015

EDUCATION

Master of City and Regional Planning &

Master of Science in Engineering, for Transportation Planning

California Polytechnic
State University
San Luis Obispo, Calif

MEMBERSHIPS

American Institute of Certified
Planners (AICP)

American Planning Association (APA)

Justin has experience working for cities in current and long-range planning. His work in current planning has included design review and permit processing for Bay Area cities. He has contributed to long-range planning in projects ranging from municipal code amendments to General Plan update projects, including Housing Elements. Justin brings together his technical knowledge and his analytical skills to provide comprehensive support to local planning.

AREAS OF EXPERTISE

Development and Design Review
General Plan and Ordinance Updates
Policy Planning

Mapping and Graphic Design
Environmental Review

ENVIRONMENTAL REVIEW

SAN PABLO AVENUE RESIDENTIAL DEVELOPMENT INITIAL STUDY/MND | CITY OF EL CERRITO, CALIF.

Assisted in the preparation of Environmental Compliance Checklists to demonstrate compliance of residential developments proposed on three sites with the adopted San Pablo Avenue Specific Plan Program EIR, pursuant to CEQA Guidelines Section 15168.

HARMONY LOT 3 AND LOT 5 EIR ADDENDUM | CITY OF PACIFICA, CALIF.

Prepared an EIR addendum following CEQA Guidelines Section 15164 to evaluate new single-family residences on Lot 3 and Lot 5 of a residential subdivision covered by an EIR.

SILVERADO TERRACE ENVIRONMENTAL EXEMPTION | CITY OF CALISTOGA, CALIF.

Prepared an environmental exemption memorandum to support the application of CEQA Guidelines Section 15332 (Class 32) and Section 15183 for a 50-unit residential project that is determined to be infill development and consistent with the General Plan. Conducted the application completeness review and presented at a Planning Commission hearing.

2008 GRANT STREET IS/MND | CITY OF CALISTOGA, CALIF.

Collaborated on an Initial Study/Mitigated Negative Declaration following CEQA Guidelines Section 15070 for the development of 15 single family residences in a proposed residential subdivision.

2565 GRANT STREET IS/EIR | CITY OF CALISTOGA, CALIF.

Managed the preparation of an Initial Study per CEQA Guidelines Section 15063, which was planned to lead into an EIR, for a 35-lot single family residential subdivision on a site that was an agricultural use and adjacent to creeks on two sides.

VISTA WOODS ENVIRONMENTAL EXEMPTION | CITY OF PINOLE, CALIF.

Collaborated on an environmental exemption document to support the application of CEQA Guidelines Section 15332 (Class 32), Section 15168, and Section 15183 for a 179-unit senior apartment complex that is determined to be infill development and is consistent with the General Plan, Specific Plan, and their program level EIR.

POLICY PLANNING



JUSTIN SHIU, AICP

SENIOR PLANNER

MUNICIPAL CODE UPDATES | *VARIOUS CITIES*

Drafted municipal code amendments as City staff (Pinole) or in collaboration with staff as a consultant (San Rafael, Moraga, Calistoga). Prepared code updates ranging from topics relevant to local interests, such as tasting room regulations, to updates required to ensure consistency with State law, such as water efficient landscaping, accessory dwelling units, and amendments reflecting current housing legislation. Prepared public hearing materials and presented proposed changes at public hearings as staff or as needed to support staff.

EL CAMINO REAL CORRIDOR SPECIFIC PLAN | *CITY OF SUNNYVALE, CALIF.*

Engaged in research, land use planning, and workshop preparation to develop a vision for land uses and multimodal circulation along the El Camino Real corridor in Sunnyvale. Contributed to the assessment of existing conditions, development of outreach material, drafting of the vision and principles, preparation of conceptual land use alternatives, and evaluation of development potential. Prepared outreach materials, compiled meeting summaries, and maintained an up-to-date project website.

GENERAL PLAN 10 YEAR STATUS REPORT | *CITY OF SAN RAFAEL, CALIF.*

Compiled a 10-year status report on program accomplishments for the 16 Elements of the San Rafael General Plan. Prepared amendments to the General Plan based on the status report and in conjunction with City staff. Drafted a General Plan EIR Addendum.

GENERAL PLAN UPDATES | *VARIOUS CITIES*

Prepared draft updates to the Safety Element in Menlo Park, including mapping and analyses as part of the consultant team. Contributed to the preparation of Safety Element updates and a new Environmental Justice Element in Pinole.

HOUSING ELEMENT UPDATES (5TH AND 6TH CYCLES) | *VARIOUS CITIES*

Assisted cities in obtaining HCD certification for their Housing Elements in the 5th Cycle and contributed to the preparation of Housing Elements in the 6th Cycle. Worked on Housing Element updates for cities in Sonoma, Marin, San Mateo, and Santa Clara counties to understand the housing need of jurisdictions for the 5th Cycle. Collaborated on the preparation of the housing needs assessments, constraints, resources, site inventory, and programs sections of the Housing Element. Contributed to needs and constraints analyses, site inventory analyses, and drafting of chapters for 6th Cycle Housing Elements in Campbell, Menlo Park, and Pinole.

STAFFING SOLUTIONS

CURRENT PLANNING SERVICES | *CITY OF PINOLE, CALIF.*

Processed current planning applications through project approval, including provision of staff-level approval for administrative review projects (e.g., additions, signs, tree removal) and preparation of staff reports and presentations for public hearing projects (e.g., new buildings, use permits, variances, ordinance updates). Took the lead in setting up the Planning application submittal process for the City's new permitting system. Prepared zoning ordinance updates. Coordinated with homeowners and applicants on prospective development projects, throughout the pre-application and application process for proposals ranging from ADUs and SB 9 units to mixed-use density bonus projects. Managed Planning Commission scheduling, communications, and packet publication for Planning Commission hearings.



MANDY KANG

SENIOR PLANNER



EXPERIENCE

M-Group

Senior Planner

May 2019 – Present

City of Dublin

Senior Planner

2017 – 2019

City of Manteca

Associate Planner

2008 – 2017

Stanislaus County

Assistant Planner

2007 – 2008

Mandy is a determined and highly motivated planner with over 13 years of experience in current, environmental and policy planning. She has extensive experience as a project manager and strong written and verbal communication abilities. Her organizational skills and scheduling savvy keep her on track and on task. Mandy is adept at guiding projects through the planning process, including environmental review management, to public hearings with decision makers. Her work includes development project management, General Plan Element updates, Planned Unit Developments, Specific Plans, zoning and municipal code amendments. Mandy's ability to develop trust in her professional relationships make her a natural liaison between municipal departments, community organizations and stakeholders.

AREAS OF EXPERTISE

Project Management
Current Planning
Development Review
Specific Plans

Public Presentations
Policy Planning
Environmental Review

EDUCATION

Master of Business Administration

University of the Pacific
Stockton, Calif.

Bachelor of Arts

**Architecture & Minor in City &
Regional Planning**

University of California
Berkeley, Calif.

PROFESSIONAL EXPERIENCE

SENIOR PLANNER | M-GROUP

Lead multiple entitlement projects from start to finish. Review and implement City development standards, General Plan, Zoning Ordinance and the Subdivision Ordinance. Assemble staff reports, environmental documents, ordinances, meeting agendas and notices for public hearings. Present project findings and recommendations to the Planning Commission and City Council. Establish City policies and procedures for development review process. Facilitate project kick-off & status meetings in order to monitor project schedules by meeting critical milestone dates. Conduct project kick-off meetings with applicants, City staff, and outside agencies to complete a consolidated review of each project. Review projects and make recommendations in compliance with the California Environmental Quality Act (CEQA). Manage external consultants to ensure critical project milestones are met. Inspect various residential subdivisions and commercial retail centers for compliance with City development standards. Provide assistance and information regarding entitlements, ordinances, etc. to architects, developers and interested persons.

SENIOR PLANNER | CITY OF DUBLIN

Directed multiple entitlement projects from start to finish. Prepared necessary environmental documentation in compliance with the California Environmental Quality Act (CEQA). Coordinated with multiple departments and agencies to provide conditions of approval for development projects. Conducted meetings with project stakeholders to develop plans. Prepared Requests for Proposals (RFP) to hire consultants. Managed external consultants and developed project scopes and budgets. Acted as a representative of the city at public meetings and outside agency commissions/boards. Assisted in developing and implementing transportation, facilities, land use, economic development and other plans throughout the City to meet interdepartmental regulations and requirements. Assisted public with inquiries at the front counter. Acted as liaison between the City and external entities, including Homeowner's Associations.



MANDY KANG

SENIOR PLANNER

ASSOCIATE PLANNER | *CITY OF MANTECA*

Managed various entitlement projects, coordinated with architects, engineers, etc. to ensure proposed project compliance with City standards. Reviewed and analyzed project fee calculations including City impact fees. Coordinated project entitlement schedules with various City departments and external agencies. Completed project staff reports and presented projects to the Planning Commission and City Council.

ASSISTANT PLANNER | *STANISLAUS COUNTY*

Analyzed and managed multiple planning projects, working closely with inter-agency staff and project proponents. Presented projects to the Planning Commission.



ALAINA LIPP

ASSOCIATE PLANNER



EXPERIENCE

M-Group

Associate Planner
Feb 2022 – Present

City of Sausalito

Assistant Planner
Apr 2020 – Feb 2022
Sausalito, Calif.

San Francisco Public Utilities Commission

Watershed Planner
Jun 2018 – Apr 2020
San Francisco, Calif.

Bureau of Land Management

GS-05 Range & Fuels Technician
May 2014 – Sep 2014
Pocatello, Idaho

EDUCATION

Master of Landscape Architecture and Environmental Planning

University of California at Berkeley
Berkeley, Calif.

B.S. – Biology

California State University at Channel Islands
Camarillo, Calif.

B.A. – English

University of California at Santa Barbara
Santa Barbara, Calif.

Alaina Lipp is a motivated and evolving planner. She has a professional, educational, and volunteer background in environmental planning complemented by a strong foundation of development review, landscape architecture, and policy planning. Alaina is an enthusiastic planning professional with strong leadership and organizational skills. She is self-directed yet thrives in collaborative environments and is quick to adapt to dynamic situations.

AREAS OF EXPERTISE

Environmental Review

Diversity, Equity, Inclusion

Historic Resources

Landscape Design Review

Wastewater + Stormwater Management

Land Use Planning

Development Review

Tree Protection

Grant Writing

Ecological Restoration

PROFESSIONAL EXPERIENCE

ASSOCIATE PLANNER | M-GROUP

Supports development review, policy development, planning operations, building plan checks, and policy development in Petaluma, Sonoma, and is on-call in Yountville. Processes planning applications, reviews and analyzes land use impacts, and compliance with local and state regulations and city policies. Prepares environmental review documents such as 15183 consistency analyses and mitigated negative declarations for commercial and residential projects. Collaborates and supports the adoption of new ordinances on subjects such as tree protection and ADU compliance. Supports citywide diversity, equity, and inclusion initiatives. Communicates with applicants, consultants, city staff, and the public. Conducts research and analyzes data to prepare technical and administrative reports. Makes presentations to Planning Commission, City Council, and at public hearings and community meetings. Prepares and maintains maps pertaining to zoning, land use, and other planning related activities.

ASSISTANT PLANNER | CITY OF SAUSALITO, CALIF.

Plan review and permitting coordination for residential and commercial construction, accessory dwelling units, tree removal permits, lot line adjustments, and sign permits. Developed applications and informational materials, and managed website content. Project managed the city's SB 1383 compliance activities and ordinance. Presented to Planning Commission, City Council, and Historic Preservation Commission as needed. Staff liaison to the Sustainability Commission and interfaced with city departments to achieve the objectives of the commission. Wrote ordinances and resolutions, presented them to the appropriate approving body, and guided public outreach and engagement. Project managed and co-wrote grants for the Zero Waste JPA grant and HCD LEAP grant.

WATERSHED PLANNER | SAN FRANCISCO PUBLIC UTILITIES COMMISSION

Reviewed plan submittals for content and completeness and coordinated plan review with civil engineers and landscape architects. Managed submittal tracking system, generated reports on program activities, and created interpretive graphics to report to both specialist and public audiences. Collaborated with PUC staff to execute strategies to improve efficiency and outcomes of the Stormwater Management Ordinance



ALAINA LIPP

ASSOCIATE PLANNER

PROFESSIONAL AFFILIATIONS

American Planning Association
California

American Society of Landscape
Architects

Golden Gate National Recreation
Area (GGNRA) Volunteer

Watershed Nursery Volunteer

program. Presented to diverse community groups at outreach events. Collaborated with other city agencies working on synergistic programs such as the Better Roofs Ordinance, the Non-Potable Ordinance, and Better Streets Ordinance.

GS-O5 RANGE & FUELS TECHNICIAN | *BUREAU OF LAND MANAGEMENT, POCATELLO, IDAHO*

Monitored risk indicators in Wildland Urban Interface (WUI) zones. Performed monitoring, analysis, and reporting for restoration and conservation objectives of Environmental Assessment (EA). Surveyed academic research on threatened species for renewal of EA for NEPA compliance. Mapped invasive species throughout the project areas and applied treatments where appropriate.



SEAN MANALO

ASSOCIATE PLANNER



EXPERIENCE

M-Group

Associate Planner
May 2022 – Present

City of Modesto

Assistant Planner
Jun 2021 – May 2022
Modesto, Calif.

California State Senate

Senior District Representative
Dec 2014 – Jun 2021
Fremont, Calif.

Political Consulting

Principal
Jun 2014 – Nov 2020
Fremont, Calif.

California State Assembly

Field Representative
Jul 2012 – Dec 2014
Fremont, Calif.

EDUCATION

Master of Urban Planning

University of Southern California
Los Angeles, Calif.

Bachelor of Arts – International Studies

Magna cum Laude
University of Denver
Denver, Colo.

Study Abroad/Cherrington Global Scholar

Beijing Foreign Studies University
Beijing, People's Republic of China

Sean Manalo is an energetic planner with a strong dedication to the betterment of communities. He is detail-focused with proven project management success. Sean values inclusion and thrives in collaborative environments where his creativity and problem-solving skills shine. He is particularly experienced in development review and community engagement and seeks opportunities to have a positive impact on the communities he serves.

AREAS OF EXPERTISE

Project Management
Zoning Review & Compliance
Community Engagement
Planning Commission Clerk

Policy Planning
Development Review
Historic Preservation

PROFESSIONAL EXPERIENCE

ASSOCIATE PLANNER (CURRENT PLANNING) | M-GROUP/ATHERTON, CALIF.

Process planning permit and entitlement applications, review and analyze land use impacts and compliance with local and state regulations and city policies. Prepare staff reports for Planning Commission, coordinate with other City reviewers, and conduct site inspections. Communicate with applicants, consultants, city staff and the public. Clerk for Planning Commission meetings and manage Zoom capabilities for public workshops. Assists with mapping inquiries and analysis for Town's housing policy programs.

ASSOCIATE PLANNER (HISTORIC PRESERVATION) | M-GROUP/REDWOOD CITY, CALIF.

Provide support for historic preservation services for Historic Resource Evaluations (HREs) and peer review. Conduct site visits and perform research analysis for Historic Site & Architectural Plan Reviews. Assists in the review and writing of evaluations and reports as required by CEQA.

ASSOCIATE PLANNER (ADVANCED PLANNING) | M-GROUP/SANTA CLARA COUNTY, CALIF.

Consulted for the Stanford University Community Plan Update project. Managed day-to-day and long-term project tasks. Coordinated project schedule and community outreach strategy. Communicated with County planners, attorneys, executives, and subconsultants. Prepared Planning Commission and Board of Supervisors staff reports, notices, and presentations. Researched, drafted, reviewed, and edited Community Plan goals, policies, programs, and background information.

Supported project management efforts of the Sargent Quarry Project, including communications with the project applicant, meeting coordination, and project schedule. Communicated with County planners, attorneys, executives, and subconsultants. Assisted in the EIR public comment process by organizing project inquiries and public comments. Reviewed project plans, EIR project description, reclamation plans, and chapters to draft reports, presentations, and notices.



SEAN MANALO

ASSOCIATE PLANNER

PROFESSIONAL AFFILIATIONS

American Planning Association

Congress for the New Urbanism
(CNU) - California Chapter

ASSOCIATE PLANNER (CURRENT PLANNING) | *M-GROUP/CITIES OF PALO ALTO AND MILPITAS, CALIF.*

Processed planning applications for review and analyzed land use impacts and compliance with local and state regulations and city policies. Coordinated permitting for residential and commercial construction and accessory dwelling units. Communicated with applicants, consultants, city staff and the public.

Conducted research and analyzed collected data. Prepared technical and administrative reports. Resolved constituent inquiries and provided direct counter services and information to the public.

ASSISTANT PLANNER | *CITY OF MODESTO, CALIF.*

Served as expert staff for Advanced and Daily Planning related activities. Reviewed development proposals and applications for adherence to municipal code regulations and state policies. Prepared technical staff reports and presented information as expert staff to City Council, Planning Commission, and Board of Zoning Adjustment. Collected, recorded, and summarized statistical and demographic information; integrated planning data into other City database systems such as ARC GIS. Prepared and reviewed plans for the subdivision and development of land such as neighborhood zoning and development; advised developers in the design of proposed subdivisions and plot plans; processed plans as required by subdivision and zoning regulations policies. Processed applications for zoning changes, variances, and use permits; provided information to the public on possible uses of land, physical design constraints, and other use limitations.

SENIOR DISTRICT REPRESENTATIVE | *CALIFORNIA STATE LEGISLATURE, FREMONT, CALIF.*

Conducted policy research, prepared memos and summary reports on legislation, and testified to City Councils and Legislative Bodies on Senator's behalf. Assumed role as Public Communications Representative and Policy Liaison on Health, Education, the Environment and Business and Technology. Forged and fostered relationships with community organizations, business groups, elected officials, community leaders, and government agencies. Developed and executed outreach/communications strategies and initiatives to reach a diverse audience and promote Senator's message related to legislative priorities. Tracked and stayed current on local, state, and federal laws, regulations, and policies.

PRINCIPAL | *POLITICAL CONSULTING*

Led team in all aspects of candidate campaigns, including strategy, fundraising, and daily operations. Conducted public relations activities and served as a spokesperson with journalists regarding campaign events. Conducted research and drafted legislative amendments. Managed and executed projects and work activities, ensuring optimal use of resources. Identified and secured opportunities for new partnerships within community organizations and political groups. Authored website and social media content. Designed collateral materials for the public using multimedia and graphic arts.



BHAVANI POTHARAJU

ASSOCIATE PLANNER



EXPERIENCE

M-Group

Associate Planner

Jul 2022 – Present

Aug 2016 – May 2017

Assistant Planner

Sep 2015 – July 2016

Department of Urban Planning, San José State University

Graduate Research Assistant

Feb 2015 – May 2015

San José, Calif.

City of San José Planning Department

Consultant (URBP 201 class)

Aug 2014 – Dec 2015

San José, Calif.

Sierra Club Loma Prieta Chapter

Sustainable Land Use Intern

Jun 2014 – Aug 2014

Palo Alto, Calif.

Design Square Architects

Senior Architect

Aug 2010 – Feb 2012

Bangalore, India

Asha School for Autism

Volunteer and Lead Organizer for

Annual Day

2010

Bangalore, India

Genesis Architects

Junior Architect

Mar 2008 – Jun 2010

Bangalore, India

Edgar Demello Architects

Trainee Architect

Feb 2007 – Sep 2007

Bangalore, India

Bhavani is an experienced planner with over 6 years of progressive expertise in current planning, graphic design, research, and analysis. She is adept at managing consultants, clients, and customer service. Bhavani is detail oriented and highly skilled in design and development review applications. Her capability to multi-task and work both independently and with others makes her a valuable addition to any team. She has great oral and written communication skills and is an effective public speaker.

AREAS OF EXPERTISE

Development Review
Urban Design
Community Development
Research and Reporting

Project Management
Architectural Design
GIS and Mapping
Graphics and Renderings

Software expertise: Sketch up, Photoshop, InDesign, Adobe Acrobat, GIS, AutoCAD

EXPERIENCE

ASSOCIATE PLANNER | M-GROUP

CITY OF PALO ALTO

Successfully reviewed over 50 planning entitlements for Single Family Residences in diverse zoning districts. Coordinated with various departments for timely resolution of project comments. Responded and resolved single family neighbors' issues with proposed projects. Conducted and presented Director's Hearing for appeals. Reviewed residential building permit plan checks.

TOWN OF ATHERTON

Successfully reviewed over 200 building permits for new residences, accessory dwelling units, accessory structures, and other types of permits. Compiled various survey reports for annual Land Use and Housing Units. Prepared fillable forms for Atherton Planning Application for residents.

CITY OF MILPITAS

Successfully reviewed various planning entitlements for small and medium scale projects and presented them at Planning Commission meetings. Reviewed and managed small scale planning applications such as extension of single-family homes, garage conversions, changes to the roof, and landscaping. Managed several projects from project review, analysis, staff report preparation to approval by the Planning Commission. Some of the projects include, a 25-unit mixed use development, new pre-school for 45 students, alcohol sales to existing restaurant, a large-scale development of 1,72,000 square feet self-storage facility. Researched and responded to queries by residents at the planning counter and through phone calls and email. Guided applicants in planning application process and take-in planning applications for small scale to large scale projects. Reviewed medium to large scale building permits to ensure compliance with conditions approved during planning entitlement, including site inspections, and planning final walks for projects under construction.



BHAVANI POTHARAJU

ASSOCIATE PLANNER

EDUCATION

Masters in Urban Planning

San José State University
San José, Calif.

Bachelor of Architecture

Siddaganga Institute of Technology,
Tumkur, Karnataka, India

AWARDS AND CERTIFICATIONS

2017 Nor Cal APA Academic Award
of Excellence, East Santa Clara
Urban Village Project

Certificate in Community Design
and Development
San José State University
San José, Calif.

HUDCO Design Award for
Integrated Township Project
Genesis Architects

INTERN | DEPARTMENT OF PLANNING AND DEVELOPMENT, COUNTY OF SANTA CLARA

Assisted in preparing staff reports. Conducted CEQA assessments. Organized files and projects. Conducted research and analysis for various projects.

GRADUATE RESEARCH ASSISTANT AND ADVISOR | DEPARTMENT OF URBAN PLANNING, SAN JOSÉ STATE UNIVERSITY RESEARCH FOUNDATION, CA

Edited (text and graphics) the community assessment report produced by the Fall 2014 class. Provided advice to the "Graphics Team" in the spring class. The advisory role included attending group meetings, sharing past experiences, helping the team with time management and scheduling, and providing guidance for graphics.

CONSULTANT | CITY OF SAN JOSÉ PLANNING DEPARTMENT, CA

Conducted community assessment of East Santa Clara Neighborhood for the Urban Village Plan. Group member of the "Land Use and Mobility" assessment team, and the "Graphics" team. Produced relevant maps and graphics for the workshop. Created interactive activities for community members in the workshop to understand land use possibilities in the neighborhood. Assessed the existing land use and transportation condition of the neighborhood. Designed the report layout. Coordinated with other two teams in the class to obtain graphics and text for the report. Recreated other teams' graphics as per the report style.

SUSTAINABLE LAND USE INTERN | SIERRA CLUB LOMA PRIETA CHAPTER, CA

Reviewed the South San Francisco Station Area Plan and drafted a comment letter. Represented Sierra Club at Coalition for Community benefits meetings. Represented Sierra Club at meetings with decision-makers like the Mayor, Vice-Mayor, and council members of the City of South San Francisco.

SENIOR ARCHITECT | DESIGN SQUARE ARCHITECTS, INDIA

Managed over 20 design and build projects alongside firm partners. Designed and detailed residential, commercial, and educational buildings. Made 3D models using SketchUp. Produced working drawings for site execution. Made PowerPoint presentations for the projects. Conducted client meetings. Monitored site execution and timely inspection of the building process. Coordinated work amongst various consultants. Managed office administration.

JUNIOR ARCHITECT | GENESIS ARCHITECTS, INDIA

Design Assistant for a 250-acre integrated township project, which included low-rise housing with interconnecting courts and parks, high-rise apartments, community centers, playgrounds, swimming pool, and parks. Designed and detailed residential and commercial buildings. Produced working drawings for site execution. Monitored site execution of the drawings. Made physical models. Made presentations using Adobe Photoshop.



JELANI MORA

ASSISTANT PLANNER



EXPERIENCE

M-Group

Assistant Planner
Feb 2023 – Present

University of California, Los Angeles

Los Angeles, Calif.

Watts Tutoring Program
External Director
Apr 2018 – Jun 2021

Vice-Provost Initiative for Pre-college Scholars
Academic Counselor II
Nov 2019 – Jul 2021

Resident Government Council
House President
Sep 2019 – Jun 2020

Laboratory for Race and Popular Culture
Research Assistant
Jan 2021 – Jun 2021

EDUCATION

Bachelor of Arts – Political Science

Minor: Public Affairs
University of California, Los Angeles
Los Angeles, Calif.

Jelani Mora is an emerging planner with outstanding leadership and community engagement skills. He is analytical, data driven, and focused on measurable results balanced with exceptional customer service skills and a strong ability to connect with people. Jelani's ability to educate and explain complex processes is invaluable when working with the public.

AREAS OF EXPERTISE

**Community Engagement
Research + Data Analysis
Development Review**

**Project Management
Public Speaking
Ordinance Update**

EXPERIENCE

ASSISTANT PLANNER | CITY OF CUPERTINO/M-GROUP

Consulting Assistant Planner to the City of Cupertino. Review and approve planning entitlements, building permits, and tree removal documents. Conduct planning counter responsibilities, including interpretation, application, and communication of the City's municipal code for public inquiries via email, phone, and in person. Conduct site inspections and research property information for pending projects.

CUPERTINO ADU ORDINANCE UPDATE | CITY OF CUPERTINO/M-GROUP

Spearheaded Cupertino's 2024 ADU Ordinance Update. Drafted a clear and concise ordinance, revising existing language and incorporating best practices from neighboring municipalities and relevant CA Government Code sections. Presented two format options for public feedback and secured City Council approval in February 2024.

OUTDOOR DINING ORDINANCE | CITY OF CUPERTINO/M-GROUP

Organized the community outreach effort to 15 businesses for Cupertino's Temporary Outdoor Dining Permit project and collaborated with the Economic Development Department. Created parking analyses for each business center and verified its compliance with municipal parking standards.

OBJECTIVE DESIGN STANDARDS | COUNTY OF ALAMEDA/M-GROUP

Collaborated with a team of planners to develop objective design standards for residential and mixed-use projects in unincorporated sections of Alameda County. Streamlined 34 objective design standard checklist items ranging from site development and setbacks to grading and slope controls.

ACADEMIC COUNSELOR | VICE-PROVOST INITIATIVE FOR PRE-COLLEGE SCHOLARS, UCLA

Counseled 80+ high school students weekly in preparation for admission to a four-year university and planned outreach events. Scheduled quarterly academic meetings with stakeholders and composed monthly newsletters for 200+ students. Designed personalized curriculum and maintained records for 30 students.



LAYLONNI LASTER

ASSISTANT PLANNER



EXPERIENCE

M-Group

Assistant Planner
Apr 2023 - Present

Swale Inc.

Planning Technician
May 2022 – Apr 2023
Grass Valley, Calif.

San Simeon WWTP Environmental Constraints Project

Contributor
Sep 2022 – Dec 2022

Swale Inc.

GIS & Land-Use Planning Intern
Jun 2021 – Jul 2021
Grass Valley, Calif.

California Polytechnic State University Base-map Project

Contributor
Apr 2021 – Jun 2021
San Luis Obispo, Calif.

EDUCATION

Bachelor of Science – Environmental Management & Protection

Minor – City & Regional Planning
California Polytechnic State University
San Luis Obispo, Calif

LANGUAGES

English
Spanish

Laylonni Laster is an emerging planner with knowledge of sustainable urban development, land use law, and climate action planning. She has experience in technical writing, specifically city and special district Municipal Service Reports, research and analysis, and GIS applications. She has a particular interest in environmental issues and is motivated to find sustainable solutions to current planning problems. Laylonni is bilingual (English/Spanish) and skilled in public speaking and written communication.

AREAS OF EXPERTISE

Climate Action Planning
Development Review
Environmental Review
CEQA

Land Use Planning
Community Engagement
Research & Analysis
GIS Mapping

EXPERIENCE

ASSISTANT PLANNER | M-GROUP

Contributor to the Town of Atherton Housing Element providing analysis of the environmental setting for the Initial Study/Mitigated Negative Declaration. Produce study session presentation for the Menlo Park Environmental Justice and Safety Elements. Prepare Notice of Preparation for Environmental Impact Reports. Analyze project compliance with SB 330 and city municipal code. Author staff reports for project applications. Create GIS maps for environmental review documents. Currently works as an assistant planner for the Town of Atherton and the City of San Rafael. Processes planning applications and conducts development review.

PLANNING TECHNICIAN | SWALE INC., GRASS VALLEY, CALIF.

Completed technical writing for city and special district Municipal Service Reports. Researched data for and created GIS maps that portrayed district service areas, city boundaries, sphere of influence, and wildfire severity zones. Conducted population analysis to project population growth in city boundaries. Analyzed Master Plans, General Plans, and other long range planning documents.

CONTRIBUTOR | ENVIRONMENTAL CONSTRAINTS PROJECT, SAN SIMEON WASTEWATER TREATMENT PLANT, CALIF.

Analyzed CEQA environmental issue areas that may be impacted. Wrote a technical analysis paper on potential constraints on the development of a new wastewater treatment plant. Analyzed potential permits necessary for the project implementation. Made project recommendations to the client to reduce potential environmental impacts related to water resources. Created maps to show the spatial connection between the project site and natural resources.

GIS & LAND-USE PLANNING INTERN | SWALE INC., GRASS VALLEY CALIF.

Completed a bibliography for sources that will be included in a municipal service report. Assessed Lake Oroville Area Public Utility District's governance and accountability. Created ArcGIS maps for a district's boundary and Sphere of Influence. Prepared a presentation of the Lake Oroville Area Public Utility District findings and maps.



EXPERIENCE

- **23 years of professional experience** in Cultural Resource Management (CRM)
- 23 years' experience in Historic and Precontact Period Archaeology
- Specialty in Bioarchaeology and GIS
- 22 years' experience in GIS
- 19 years' experience in Project Management

EDUCATION

- **M.A. - Cultural Resource Management** - Sonoma State University, Rohnert Park, California.
- **B.A. - Anthropology**, CSU Chico - Chico, California.

TRAINING & CERTIFICATIONS

- Register of Professional Archaeologists (RPA) #29300590
- Cultural Awareness – Understanding, Insight & Communication, Seventh Sovereign LLC (June 2021)
- Tribal Engagement – Transforming Relationships with Tribes, Seventh Sovereign LLC (June 2021)
- Cremains Workshop, University of Warsaw, Poland, Institute of Archaeology (June 2019)
- Basics of NEPA and Section 106 Integration E-Learning Course (ACHP, July 2019)
- Coordinating NEPA and Section 106 E-Learning Course (ACHP, July 2019)
- Section 106 Webinar: "I Concur: Consulting with the SHPO Under Section 106." California Preservation Foundation, May 14, 2015.
- National Preservation Institute (NPI), Section 106 Seminar
- California Preservation Foundation CEQA & Historic Resources workshop
- Association of Environmental Professionals (AEP) CEQA Basics Workshop
- 24 Hour HAZWOPER Certification (current)

PROFESSIONAL AFFILIATIONS

- American Cultural Resource Association (ACRA)
- RPA – current Vice-chair of the Nominations Committee
- Society for California Archaeology (SCA)
- Society for American Archaeology (SAA)
- Association of Oregon Archaeologists
- Leadership Santa Rosa - Class XIX

Ms. Evans serves as Principal Archaeologist, Project Manager, and GIS Specialist at Evans & De Shazo, Inc. (EDS). Ms. Evans has over 23 years of experience in archaeology and Cultural Resource Management (CRM). She holds a M.A. in CRM from Sonoma State University and a B.A. in Anthropology from CSU-Chico, and has extensive additional training in Geographical Information Systems (GIS) and osteology, as well as cultural resource regulations, including Section 106 of the National Historic Preservation Act (NHPA), National Environmental Policy Act (NEPA), Native American Graves Protection and Repatriation (NAGPRA), California Environmental Quality Act (CEQA), and Public Resources Code (PRC) Section 21080.3.1, subd. (b) (otherwise known as Assembly Bill 52). Ms. Evans is a Registered Professional Archaeologist (RPA #29300590) and exceeds the U.S. Secretary of the Interior's professional qualification standards in Archaeology and History. Ms. Evans is also listed as a "qualified archaeologist" in the state of Oregon (ORS 390.235).

Ms. Evans has contributed to the management of numerous precontact period and historic period archaeological and cultural resources throughout California, ranging from prehistoric and early historic-era settlements to Mexican-era adobes, Chinese American sites, former military installations, and 19th Century shipwrecks. Ms. Evans has directed hundreds of CRM projects throughout California in compliance with NEPA, Section 106 of the NHPA, CEQA, and local regulations and is highly experienced with producing a wide variety of CRM reports, including survey reports, archaeological monitoring plans, monitoring reports, research designs, treatment plans, site record forms, damage assessments, and other technical documentation. Ms. Evans is experienced with conducting literature reviews, problem-oriented research, impact assessments, national and state register evaluations, field surveys, cultural resource identification, archaeological excavation, archaeological monitoring, cultural resource sensitivity training, artifact analysis, and human bone identification and analysis, and is an expert at using GIS to develop and manage cultural resource data and create APE and other project-related maps.

SELECTED PROJECTS:

Over the past 23 years, Ms. Evans has completed over 650 CRM projects throughout California and Oregon. The following are representative examples of projects Ms. Evans has recently completed as Principal Archaeologist/Cultural resource Specialist and Project Manager at Evans & De Shazo, Inc. Additional examples can be provided upon request.

ARCHAEOLOGICAL STUDY FOR THE PROPOSED “VERANDA AT INDIAN SPRINGS” PROJECT, 1504-1522 LINCOLN AVENUE, CALISTOGA, CALIFORNIA (2020). Ms. Evans completed an Archaeological Study for a proposed project in Calistoga, Napa County, California that includes the development of a 96-room hotel, restaurant and bar, retail and meeting facilities, pools, well as associated infrastructure, parking and landscaping within a 45.5-acre property. The Archaeological Study included a record search and review, Sacred Lands inventory, Tribal outreach, a pedestrian field survey, and preparation of a report with recommendations and DPR 523 forms due to the identification of a previously recorded prehistoric archaeological within the project area and the identification of three isolated prehistoric artifacts, and three historic-period artifacts. In addition, through historical research, Ms. Evans identified the location of Calistoga’s former Chinatown, which contained a least six Chinese business and residences as early as 1875 to sometime after 1910.

CULTURAL AND PALEONTOLOGICAL RESOURCES STUDY AND HISTORICAL RESOURCE EVALUATION SERVICES FOR SOUTHERN LAS TRAMPAS LAND USE PLAN AMENDMENT, SAN RAMON, CONTRA COSTA COUNTY, CALIFORNIA (2017-2019). Ms. Evans completed a Cultural and Paleontological Resource Study for the Southern Las Trampas Land Use Plan Amendment (LUPA) project at the Las Trampas Wilderness Regional Preserve (Las Trampas) in compliance with CEQA regulations and guidelines. The project included the construction of three miles of new trails, two trailhead lots, and development of a staging area that required the demolition of an existing corral and barn. Ms. Evans completed a record search and review, oversaw the completion of the field survey by two teams of archaeologists, oversaw the completion of the paleontological study, and prepared a Cultural and Paleontological Resource Study report with recommendations regarding the potential mitigation of impacts to archaeological and paleontological resources.

HISTORIC PROPERTY SURVEY FOR THE HAZEL ATLAS ABANDONED MINE LANDS (AML) PRIORITY 1 PROJECT (CA018-0001) WITHIN THE BLACK DIAMOND MINE REGIONAL PRESERVE, CONTRA COSTA COUNTY, CALIFORNIA (2018). Ms. Evans completed a Historic Property Survey (HPS) of the Hazel Atlas Abandoned Mine Lands (AML) Priority 1 Project (CA-18-001) for the East Bay Regional Parks District (EBRPD) that consisted of backfilling a mine subsidence feature located within the Black Diamond Mines (BDM) Regional Preserve in Antioch, Contra Costa County, California. The Project was undertaken by the United States (U.S.) Department of the Interior’s Office of Surface Mining Reclamation and Enforcement (OSMRE) and was therefore subject to review under Section 106 of the NHPA. The purpose of the HPS was to identify historic properties that could be adversely affected by the project, including potential adverse impacts to the NRHP-listed BDM Historic District (NRHP #91001425/P-07-001292), and provide project-specific recommendations. Ms. Evans completed a record search and review and a field survey. One historic feature associated with the BDM Historic District was identified and documented during the field survey; therefore, Ms. Evans also assessed the potential adverse effects to the BDM Historic District resulting from the Project and provided recommendations in accordance with NHPA regulations and guidelines and the Park District policies. The project was reviewed by the State Historic Preservation Officer (SHPO), who concurred with the findings and recommendations.

HISTORIC PROPERTY SURVEY OF A 96-ACRE PORTION OF THE RODDY RANCH LOCATED ON EMPIRE MINE ROAD IN CONTRA COSTA COUNTY, CALIFORNIA FOR THE EAST CONTRA COSTA HABITAT CONSERVANCY HORSE VALLEY RESTORATION PROJECT (2017). Ms. Evans completed an HPS of a 96-acre portion of the Roddy Ranch located off Empire Mine Road in unincorporated Contra Costa County as part of the Horse Valley Creek and Wetland Restoration that was jointly undertaken by the East Contra Costa Habitat Conservancy (Conservancy) and the East Bay Regional Park district (EBRPD). The purpose of the HPS was to identify the presence of any potentially significant cultural resources that could be affected by the Project and to provide further recommendations. The Project required review under CEQA, as well as Section 106 of the NHPA. Ms. Evans served as Project Manager, Principal Archaeologist, GIS Specialist and Researcher. As such, she conducted archival research, a pedestrian field survey, a significance evaluation of cultural resources within the project area and prepared a report in compliance with CEQA and Section 106 regulations and guidelines.

EXPERIENCE

- **23 years of professional experience** in Historic Preservation and Cultural Resource Management.
- **Expert** in National Historic Preservation Act (NHPA), National Environmental Policy Act (NEPA), and California Environmental Quality Act (CEQA).
- **Adjunct Lecturer Sonoma State University** – Master Class, Practicum in National Register of Historic Preservation (2016-2018).

EDUCATION

- M.A., Historic Preservation, Savannah College of Art and Design (academic scholarship recipient)
- B.A., Anthropology, San Francisco State University

BOARD AFFILIATION

- Chair, Santa Rosa Cultural Heritage Board (2013 – 2019)

TRAINING & CERTIFICATIONS

- California Preservation Foundation Conference, 2018, Session Speaker “Tales of Three Cities: Uncovering Lost and Forgotten Relics of California’s African American, Chinese American, and Japanese American Pasts”.
- California Preservation Foundation Annual Conference, 2017. Session Speaker, “Graphic Documentation: Precise Pixels and Capturing Character”, Pasadena, California
- California Preservation Foundation Conference, 2015; Presenter 3 Minute Success Story, San Diego
- State Historic Building Code Workshop, California Preservation Foundation, 2014
- CEQA Compliance and Training Certification, UCLA (LA AEP), 2010
- California Cultural Data Project Training, Certification 2010, Instructor: Lauren E. Hutton
- Project Management Certification, 2009, Instructor: Alan Bollinger, CH2M Hill
- NEPA Compliance Training Certification, 2008, Instructor: Dr. Tom King
- National Historic Preservation Act, Section 106 Compliance Certification, 2007; Instructor Dr. Tom King

PROFESSIONAL AFFILIATIONS

- California Preservation Foundation
- National Trust for Historic Preservation
- American Cultural Resources Association (ACRA)

Ms. De Shazo holds a Master of Arts degree in Historic Preservation from Savannah College of Art and Design and a Bachelor of Arts degree in Anthropology from San Francisco State University. Ms. De Shazo exceeds the Secretary of Interior's Professional qualification standards in architectural history and history and has over 23 years of experience in the identification and evaluation of historic architectural resources in California, Oregon, Washington, Idaho, and Alaska. She has substantial experience in project development and project management, historical built environment documentation, and regulatory compliance on historic properties, including historic homesteads, bridges, dams, commercial and residential buildings, historic districts, and designed landscapes. She has surveyed and evaluated a full range of California's historic built environment resources and has extensive skills in managing, budgeting, researching, and authoring reports on hundreds of projects. She also has a wide-ranging knowledge of California's history, including major trends in immigration, industrialization, agricultural and engineering development, transportation, and commercial and economic growth associated with historic built environment resources within the western United States (U.S.).

Ms. De Shazo is highly qualified and experienced in projects completed in compliance with the National Environmental Policy Act (NEPA), Section 106 of the National Historic Preservation Act, and the California Environmental Quality Act (CEQA), as well as HABS and HAERS projects. She has also completed numerous Historic Tax Credit projects and feasibility studies, and regularly advises local governments on practices and guidelines related to historic preservation. Her experience working on complex projects involving historic built environment resources and her education has allowed her to become an expert and leader in architectural history, historic preservation, and cultural resources management.

SELECTED PROJECTS:

Over the past 23 years, Ms. De Shazo has completed over 1,200 Historic Resource Evaluation projects throughout the western U.S., focusing on Northern California and Oregon areas. The following are several examples of projects Ms. De Shazo has recently completed under EDS.

Historic Resource Evaluation (HRE) for the proposed “Drake Avenue Apartments” project within a 1.01-acre property at 825 Drake Avenue in the unincorporated community of Marin City in Marin County, California, (2023). The HRE evaluated eight properties for eligibility for listing on the NRHP for their association with the Social History and Exceptional Community Planning and Development of post-World War II public housing and the redevelopment of Marin City, with an estimated period of significance of ca. 1957 to ca. 1974. As well as association with several architectural styles, and architects Vernon DeMars and Donald Reay, of the architectural firm DeMars & Reay, and landscape architect Lawrence Halprin, designer of Marin City.

Historic Resource Evaluation (HRE) and Secretary of Interior’s Standards for the Treatment of Historic Properties (Standards) review of a 12.71-acre property at 2195 Golden Gate Drive within unincorporated Napa County (2022). The HRE evaluated a 12.71-acre property including a 1928 dairy storefront, 1939 dairy barn, ca. 1895 house, ca. 1895 stable, 1916 cow barn, 1932 main house, ca. 1940 garage, ca. 1940 woodshed, 1951 shop, 1957 guest house, ca. 1970 small animal pen, ca. 1900 cave, 2017 stable, ca. 1970 chicken coop, and associated landscape in compliance with CEQA. The ranch was evaluated as a district and recorded on District DPR 523 forms.

Historic Resources Evaluation for the Main Street St. Helena Pedestrian Improvements Project, St. Helena, Napa County, California (2019-2020). As part of the Main Street St. Helena Pedestrian Improvements Project, Ms. De Shazo surveyed 65 properties (i.e., parcels) consisting of 66 buildings, one structure, and one object, of which 40 buildings and part of the one object were located within the St. Helena Commercial Historic District (National Register #97001661) and 26 buildings. As a result of this study, Ms. De Shazo evaluated 33 buildings for listing on the National Register of Historic Places (NRHP). This complex project resulted in completing a detailed HRE report and 33 sets of DPRS 523 forms.

Historic Resource Evaluation, 1030 Francisco Street, San Francisco (2018) Ms. De Shazo completed an HRE of a 1935 Mediterranean Revival house located at 1030 Francisco Street, San Francisco, San Francisco County, California, within Assessor Parcel Number (APN) 0476-002A (Project Area). The Project Area consisted of a 1935 house that, according to the City of San Francisco Planning Department, is considered a category “B” property, which is defined as “unknown/age-eligible,” meaning the property has not been previously evaluated but is over 45 years of age and could be considered a potential historic resource. The proposed project consisted of the demolition of the 1935 Mediterranean Revival house and the construction of a new three-story house with an upper level and main level visible from the south elevation along Francisco Street and a lower level along the north elevation.

City of Healdsburg, HABS Documentation in compliance with EIR (2016) Ms. De Shazo completed a HABS documentation for the City of Healdsburg to record the city-owned ca. 1930 Texaco Gas Station located at 185 Healdsburg Avenue, Healdsburg, following the Central Healdsburg Avenue Plan Draft EIR1 mitigation measure CR-1f to address the adverse effect to the historic resource. Before the demolition, Ms. De Shazo provided documentation of the gas station that included professional HABS style photography and 3D laser scanning, and documentation. Ms. De Shazo worked closely with local historical societies and community leaders, and the planning team to ensure proper documentation and compliance before demolition.



Sam Tabibnia, PE

Senior Associate

EDUCATION

Master of Science in Civil Engineering, UC Berkeley, 1997
Bachelor of Science in Civil Engineering, UC Berkeley, 1995

REGISTRATIONS

Licensed Civil Engineer, State of California (#64006)
Licensed Traffic Engineer, State of California (#2313)

EXPERTISE

- Transportation and Land Use Planning
- TIAs and EIRs
- Mixed Use and Transit Oriented Development
- Site Access and Circulation
- Impact Fee Studies
- General and Area Wide Specific Plans
- Transportation Demand Management (TDM) Plans
- VMT Assessment
- Evacuation Impact Assessment
- Parking Studies

ABOUT

Sam is a registered Professional Civil Engineer and Traffic Engineer in California and a Professional Traffic Operations Engineer with over 25 years of experience in the Fehr & Peers Oakland office. Sam has extensive experience managing a variety of transportation planning and traffic engineering projects, including integrated land use/transportation planning, transportation impact studies, traffic fee studies, traffic calming plans, parking studies, site plan reviews, and traffic operations analysis. Sam's particular areas of expertise include environmental review under CEQA and development site traffic engineering review. Sam's recent experience includes site planning and environmental review for projects of varying sizes in the larger East Bay, including preparing TDM plans and VMT assessments under SB 743.

PROJECT EXPERIENCE

San Pablo Avenue Specific Plan Update & EIR (El Cerrito)

Sam was part of the team that prepared the original Specific Plan and the EIR that were approved in 2014. Sam also led Fehr & Peers' efforts in preparing the transportation section of the environmental document for the Specific Plan Update which was published in 2022. The 2022 Supplemental EIR evaluated the impacts of the Specific plan Update, which would facilitate the development of an additional 2,500 residential units and 100,000 square feet of commercial development beyond the 1,706 residential units and 243,110 square feet of commercial development evaluated in the certified 2014 EIR. The CCTA Countywide Travel Demand Model was the primary tool used to estimate the VMT metrics under various scenarios for both the Transportation and Greenhouse Gases sections of the environmental document.

Transportation Impact Fee Nexus Analysis (Oakland)

Sam was part of the consultant team that prepared the first citywide fee to fund improvements and expansion of the citywide multi-modal transportation infrastructure to address and manage the expected multi-modal travel demand generated by future development. Fehr & Peers worked with other team members and City staff to establish the nexus between new development and the need for citywide multi-modal transportation infrastructure based on maintaining the City's current level of investment in transportation infrastructure as the City grows. Fehr & Peers assisted the team in identifying and valuing the current transportation infrastructure. Through review of recent planning and environmental documents, Fehr & Peers also identified and developed cost estimates for specific improvement projects that the fee program could implement.

General Plan Update EIR (Alameda)

Sam led the team that prepared the transportation section of the environmental document which analyzed the impacts of the development envisioned and policies proposed by the General Plan on various aspects of the transportation system. The General Plan Update envisioned increasing both the population and employment by about 30 percent. The Alameda County Transportation Commission Countywide Travel Demand Model was the primary tool used to estimate the VMT metrics for the General Plan Update. Fehr & Peers worked with City staff to identify policies that reduce VMT throughout the City.

Adeline Corridor Specific Plan and EIR (Berkeley)

Sam managed the studies to support the transportation analysis for the environmental documentation and participated in the refinement of the land use and transportation alternatives for the specific plan. The Specific Plan includes a road diet to provide separated bikeways and improved pedestrian realm, as well as the development of 1,450 residential units and 65,000 square feet of commercial space. In addition to the LOS analysis, the EIR evaluated the impacts of the proposed street reconfiguration on pedestrians and cyclists using the StreetScore+ methodology which is based on build environmental factors. A VMT analysis of the project was also conducted.

UC Berkeley Long Range Development Plan and EIR (Berkeley)

Sam participated with the consultant team to establish the twenty-year vision for transportation systems serving University of California Berkeley (UCB). Solutions deemphasized private car use within the Campus while expanding the Campus network for scooter and bicycle use as well as pedestrians. New shuttle routes were identified to better connect buildings with high quality transit and emergency access routes were established to serve new buildings. Ride-sourcing areas were prioritized near primary auto corridors to minimize impacts to neighborhoods and parking was consolidated within the campus to minimize auto circulation. Sam then led the technical analysis for the transportation analysis for the EIR. Sam focused on the complexities evaluating VMT for the existing and buildout populations for students, faculty, and staff. The VMT methodology was finalized after considering multiple data sources such as transportation survey data, census, Streetlight origin-destination data, and travel demand model data. Key project features to reduce impact on the transportation system was student and faculty housing near the campus and a robust TDM program with limited parking.

Berkeley SB743 Support (Berkeley)

As the City of Berkeley considered how to address the new CEQA requirements under SB743, Sam assisted the City with evaluating alternative VMT methods and thresholds, identifying VMT mitigation strategies suitable for Berkeley's situation, and

establishing policies and processes that comply with the new CEQA guidelines.

Irvington BART Station and EIR (Fremont)

Sam managed the transportation related tasks for a new proposed in-fill BART station in the City of Fremont. As part of the multi-disciplined team for the project, Fehr & Peers worked on the transportation elements of the station site plan, the station area plan, and the CEQA documents for the proposed new station. This included developing access metrics and ridership forecasts to guide the City of Fremont and BART in selecting a preferred design alternative that balanced goals such as maximizing ridership, maximizing safety, and minimizing neighborhood parking and transportation impacts. Fehr & Peers also created recommendations for access improvements, developed a TDM Plan to increase the non-auto access mode share for the station, and conducted a walkshed analysis to evaluate the effectiveness of the recommended access improvements for pedestrians.

Richmond Bay Specific Plan EIR (Richmond)

Sam managed Fehr & Peers preparation of the transportation chapter of the Draft EIR for the proposed specific plan which would transform the currently mostly low-density industrial area to a mixed-use area that would accommodate up to 5,700 residential units and over six million square feet of non-residential development. The EIR identified the impacts of the proposed development on the transportation network serving the Specific Plan Area. Rather than proposing expansion of the automobile network to mitigate the significant impact of the project, the EIR proposed expansion of the transit and active transportation networks to mitigate the project impacts. Fehr & Peers quantified the effectiveness of these improvements in reducing automobile trips and eliminating the traffic-related impacts.

Station District Specific Plan and EIR (Union City)

Fehr & Peers is part of the team that is currently working on the Union City Station District Specific Plan and EIR. The Station District (previously known as the Decoto Industrial Park Study Area [DIPSA]), which generally includes the area within one-half mile of the Union City BART Station, would result in about 5,650 housing units and about 5.5 million square feet of non-residential space at buildout. Fehr & Peers is preparing the Mobility section of the Specific Plan, which proposes the transportation infrastructure to serve the needs of the Specific Plan area with an emphasis on improving the non-automobile infrastructure and enhancing the active transportation connections to the existing BART station. As part of the Specific Plan effort, Fehr & Peers is also developing the framework for an areawide TDM plan, parking policies, and preliminary cost estimates for the proposed transportation infrastructure improvements. Fehr & Peers is also preparing the transportation section of the CEQA document including developing VMT estimates for the project using the Alameda CTC Countywide Travel Demand Model.

MICHAEL S. THILL

Mr. Thill is a principal of the firm with 25 years of professional experience in the field of acoustics. His expertise includes performing field research, analyzing data, and noise modeling. He has conducted numerous field surveys in a variety of acoustical environments to quantify airborne noise levels, groundborne vibration levels, and hydro-acoustic noise levels. He has analyzed and summarized complex sets of data for inclusion into noise models. Mr. Thill has been trained, and is a regular user of FHWA's Traffic Noise Model (TNM), and is familiar with federal and State procedures for preparing highway noise study reports.

Mr. Thill has authored technical noise reports for various land use proposals including residential, commercial, educational, and industrial developments. He has managed the General Plan Update noise studies for several communities in California and has recommended policy language in order to maintain compatible noise levels community wide. In addition, Mr. Thill has evaluated noise impacts due to stadium lighting/expansion projects on over 15 public and private school projects within the last 10 years. Other notable stadium projects evaluated by Mr. Thill include Levi's Stadium in Santa Clara and Earthquakes Stadium in San Jose. He has vast experience explaining acoustical concepts and the results of his analyses in public forums to the general public and project decision-makers.

Mr. Thill has also led traffic noise investigations for major transportation projects including the Route 4 Bypass project and the I-680/Route 4 Interchange project in Contra Costa County, California. He managed the noise study reports for the US Highway 101 and State Route 85 Express Lanes projects for the Santa Clara County Valley Transit Authority, proposed along 66 miles, combined, of project study area between Mountain View and Morgan Hill, California. Current projects include the Caltrans Yolo 80 Bus/Carpool Lanes project proposed between Dixon, California and Sacramento, California, and the Caltrans SR51 / I 80 Business / Capital City Freeway Improvement Project.

Mr. Thill has participated in numerous projects since 2000 that have involved underwater sound impacts, and his expertise in this area includes the measurement of underwater sound. Recent hydroacoustic monitoring was conducted by Mr. Thill during the proofing of attenuated 24-inch temporary work trestle piles for the Jelly's Ferry Bridge Replacement Project in Tehama County and during impact driving of 18-inch steel pipe piles on land near the Stege Drain bridge in Contra Costa County.

PROFESSIONAL EXPERIENCE

2009 - Present	Principal, Illingworth & Rodkin, Inc., Cotati, CA
2005 - 2009	Senior Consultant, Illingworth & Rodkin, Inc., Petaluma, CA
1998 - 2005	Staff Consultant, Illingworth & Rodkin, Inc., Petaluma, CA

EDUCATION

1998	University of California at Santa Barbara B.S., Major: Environmental Science
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PROFESSIONAL SOCIETIES

Institute of Noise Control Engineering
Association of Environmental Professionals

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JAMES A. REYFF

Mr. Reyff is a Meteorologist with expertise in the areas of air quality and acoustics. His expertise includes meteorology, air quality emissions estimation, transportation/land use air quality studies, health risk assessments, air quality field studies, greenhouse gas studies and environmental noise studies. He is familiar with federal, state and local air quality and noise regulations and has developed effective working relationships with many regulatory agencies.

During the past 35 years, Mr. Reyff has prepared Air Quality Technical Reports for over 20 major Caltrans highway projects and conducted or participated in over 500 air quality analyses for other land use development projects. Mr. Reyff has authored over 20 studies that addressed air quality impacts from industrial and Data Center projects in the San Francisco Bay Area. These projects included microscale analyses, calculation of project emissions, health risk assessments, and preparation of air quality conformity determinations. Mr. Reyff has advised decisions of federal and local air quality agencies regarding impact assessment methodologies and air quality conformity issues. He has conducted air quality evaluations for specific plans and General Plan updates and advised City and County staff on these topics.

Mr. Reyff has been responsible for a variety of meteorological and air quality field investigations in support of air permitting and compliance determinations. He has conducted air quality analyses of diesel generators in support of regulatory permitting requirements and environmental compliance issues. Mr. Reyff has designed and implemented meteorological and air quality monitoring programs throughout the Western United States including Alaska. Programs include field investigations to characterize baseline levels of air toxics in rural areas, as well as regulatory air quality and meteorological monitoring. He was the Meteorologist involved in a long-term monitoring program at the Port of Oakland that evaluated meteorological conditions and fine particulate matter concentrations in neighborhoods adjacent to the Port.

Mr. Reyff has conducted over 15 major acoustical technical studies for transportation systems. He has managed several research studies for Caltrans including a noise study that evaluated long-range diffraction and reflection of traffic noise from sound walls under different meteorological conditions. Mr. Reyff has also evaluated noise from power plants, quarries and other industrial facilities. He has also been actively involved in research regarding underwater sound effects from construction on fish and marine mammals.

PROFESSIONAL EXPERIENCE

1995-Present	Illingworth & Rodkin, Inc.
Senior Consultant	Petaluma, California
1989-1995	Woodward-Clyde Consultants (AECOM)
Project Meteorologist	Oakland, California

EDUCATION

1986 San Francisco State University
B.S. Major: Geoscience (Meteorology)

PROFESSIONAL SOCIETIES

American Meteorological Society Institute of Noise Control Engineering

AWARDS

FHWA Environmental Excellence Award – 2005, Caltrans Excellence in Transportation - 2005

SARAH M. LYNCH
PRINCIPAL BIOLOGIST

Ms. Lynch is a biologist experienced in the fields of wildlife biology, botany, wetlands ecology and delineation, and threatened and endangered species surveys. She has worked as a biological consultant for over 25 years. Her passion for both wildlife and plants, and her strong education in both technical disciplines, has resulted in developing her expertise in both fields, wildlife and botany, with years of experience working with both. Her technical expertise includes: amphibian and fairy shrimp surveys; rare plant surveys; bird censusing; small mammal trapping; multiparameter wetland assessments; biological constraints analysis and impact analysis pursuant to CEQA and NEPA. Ms. Lynch prepares permit application packages for submittal to local, state, and federal resource agencies. She is involved in agency negotiation and mitigation development as part of the permit application process and oversees permitting of a project from start to completion. She prepares long-term management plans, mitigation and monitoring plans, PAR analyses, and permit compliance reports as part of the permit process.

EDUCATION

B.S., Environmental and Systematic Biology
California Polytechnic State University, San Luis Obispo 1990

CERTIFICATIONS

Certified Wildlife Biologist - Certification from The Wildlife Society, Washington, D.C.

PERMITS/AGENCY AUTHORIZATIONS

Authorized by the U.S. Fish and Wildlife Service as an Independent Researcher on a federal 10(a)(1)(A) Recovery Permit to survey for and handle the federally listed California red-legged frog (*Rana draytonii*), California tiger salamander (*Ambystoma californiense*) (all Distinct Population Segments), vernal pool Branchiopods (*Branchinecta* spps. and *Lepidurus packardi*), and the salt marsh harvest mouse (*Reithrodontomys raviventris*).

Authorized by the California Department of Fish and Wildlife under a Memorandum of Understanding (MOU) to survey for and handle the California tiger salamander, foothill yellow-legged frog (*Rana boylei*), and the salt marsh harvest mouse.

EMPLOYMENT HISTORY

2022 to Present:	Monk & Associates, Principal Biologist
2010-2021:	Monk & Associates, Senior Associate Biologist
1994 – 2010:	Monk & Associates, Associate Biologist
1992 - 1994:	Western Ecological Services Company, Inc., Biologist
1990 - 1992:	Harding Lawson Associates, Staff Biologist

Sarah Lynch
Principal Biologist

REPRESENTATIVE EXPERIENCE

Botanical and Wildlife Studies

Habitat Monitoring and Special-status Amphibian and Vernal Pool Branchiopod Surveys for the East Contra Costa Habitat Conservancy. Since 2006, Ms. Lynch has been providing biological survey support for the East Contra Costa Habitat Conservancy on their acquired land preserves. This survey support includes monitoring created seasonal wetland and restored creek habitats for special-status amphibians, surveying for federally- listed vernal pool branchiopods, surveying for special-status plant species, and monitoring the overall condition of the plant communities and wildlife habitats to see if any remedial efforts are necessary (for example, invasive weed eradication).

Special-Status Amphibian Surveys. 1991-Present. Authorized under a federal Recovery Permit (TE-776608) and State MOU (and Scientific Collector's Permit) to conduct surveys for federally listed and state listed amphibians. Conducted diurnal (daytime) surveys and nocturnal (night time) surveys for special-status amphibian species including the California tiger salamander (*Ambystoma californiense*) (all Distinct Population Segments), California red-legged frog (*Rana draytonii*), foothill yellow-legged frog (*Rana boylei*), and western spadefoot toad (*Spea hammondi*). Survey methods employed include visual surveys, spotlighting surveys, dip-netting, seining, funnel trapping, and pitfall trapping. Surveys followed California Department of Fish and Wildlife and U.S. Fish and Wildlife Service protocols.

Rare Plant Surveys. 1991-Present. Conducted systematic transect surveys in a variety of plant communities in northern and central California, including coastal dune scrub, coastal salt marsh, chaparral, oak woodland, redwood forest, and vernal pools in the Santa Rosa Plain of Sonoma County and California's Central Valley. All surveys followed California Department of Fish and Wildlife and U.S. Fish and Wildlife Service recommended guidelines and survey protocols.

Provided Environmental Permitting Assistance and Conducted Two Years of Nesting Bird Surveys for common and special-status bird species at the Bobcat Flat Phase III River Restoration Project on the Tuolumne River east of Waterford, CA. Surveys conducted in accordance with EPIMS-STA-13719-R4. Surveys included U.S. Fish and Wildlife (USFWS) protocol-level surveys for nesting Least Bell's Vireo (*Vireo bellii pusillus*) which require eight surveys between April and July, as well as CDFW protocol-level surveys for nesting Swainson's Hawks (*Buteo swainsoni*) which requires six surveys over two survey periods. Other special-status birds surveyed for included the Tricolored Blackbird (*Agelaius tricolor*) and the Bald Eagle (*Haliaeetus leucocephalus*). These surveys resulted in a positive identification of two Swainson's Hawk nests, a Cooper's Hawk (*Accipiter cooperii*) nest, a White-tailed Kite (*Elanus leucurus*) nest, and three Red-tailed Hawk (*Buteo jamaicensis*) nests among other more common nesting bird species. All nesting attempts were successful. Also prepared environmental permit applications for submittal to state and federal regulatory agencies and obtained a U.S. Army Corps of Engineers Section 404 permit (Nationwide Permit 27), a California Regional Water Quality Control Board Section 401 water quality certification, and a California Department of Fish and Wildlife Section 1602

Sarah Lynch
Principal Biologist

Streambed Alteration Agreement for the river restoration work. 2018- 2023. Client: Tuolumne River Conservancy.

Conducted One Year of Western Pond Turtle Presence and Nesting Surveys at the Bobcat Flat Phase III River Restoration Project on the Tuolumne River east of Waterford, CA. Surveys conducted in accordance with EPIMS-STA-13719-R4. Surveys for nesting pond turtles were conducted in all upland locations near the Tuolumne River, away from the river, and in all upland locations outside of the river and its backwater sloughs. Several western pond turtles as well as multiple red-eared sliders were observed and documented. Western pond turtle observations were reported to the CNDDB.

Biological Constraints Analysis and Special-Status Plant and Wildlife Surveys, Doolan Ranch Preserve, Alameda County, California. Completed a biological constraints analysis of this approximately 1,200-acre rural project site located in the hills east of Livermore. This constraints analysis provided the project proponent with information on the biological resources found on the project site and how these resources could pose a constraint to development. Following preparation of the constraints analysis, M&A completed four months of special-status plant surveys on the project site following California Department of Fish and Wildlife and the California Native Plant Society's "Rare Plant Survey Guidelines," as well as protocol level surveys for federally-listed vernal pool Branchiopods and the state and federally-listed California tiger salamander. Findings: two special-status plants, the California red-legged frog, and the California tiger salamander were identified on the project site.

Biological Support and Peer Review Services, Contra Costa County, Community Development Department, Martinez, CA. 2002 – 2021, 2023. On-call services. Between 2002 and 2021, and again 2023 assisted the County of Contra Costa, Community Development Department, with the peer review of biological constraints analysis reports and special-status species survey reports prepared for proposed development projects in the County. Assist Community Development Department personnel in the preparation of Initial Studies and the Biological Resource sections of Mitigated Negative Declarations for proposed projects. Assist Community Development Department staff in identifying project impacts to biological resources and crafting adequate mitigation measures to offset the impact to a less than significant level pursuant to CEQA.

Highway 37 Sonoma Creek Bridge Widening Project and SMHM Trapping, Sonoma County, CA. Monk & Associates, Inc. (M&A) assisted CalTrans with acquisition of a Federal Engineered Species Act Incidental Take Permit for project impacts to the federally listed (and state listed) salt marsh harvest mouse (*Reithrodontomys raviventris*). M&A had to assist with installation of rodent exclusion fencing, and trapped all rodents from within the enclosed areas clearing the way for CalTrans to complete the Highway 37 Bridge widening project. SMHM trapped were relocated to another portion of the Highway 37 marsh under authorization of the USFWS BO (Trapping personnel: Geoff Monk, Sarah Lynch, Dr. Phil Leitner). Client: CalTrans.

Salt Marsh Harvest Mouse Presence/Absence Trapping Survey, Shell Pipeline Corporation - Pipeline Repair Site Martinez, Contra Costa County, California. In June 2008, M&A (Sarah Lynch and Hope Kingma) completed a trapping study in the Shell Marsh and live-trapped 4 salt marsh harvest mice on the second trap night. In addition, 43 western harvest mouse (*Reithrodontomys megalotis*) (not including re-captures) were captured during the 2-day trapping study. Other small

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Principal Biologist

mammals captured during this study included the California meadow vole (*Microtus californicus*) (n = 158), house mice (*Mus musculus*) (n = 70), and the deer mouse (*Peromyscus maniculatus*) (n = 1).

Salt Marsh Harvest Mouse Presence/Absence Survey, Avon To Vine Hill Pipeline Construction Project, Contra Costa County, CA. M&A biologists Geoff Monk and Sarah Lynch conducted a SMHM presence/absence survey over an eight day period from July 10, 1995 through July 18, 1995. A total of 300 Sherman live-traps were set each night in the three most suitable SMHM habitats along the Chevron R/W. A total of 300 trap-nights per night or 1,200 trap-nights over the entire survey duration were completed. A total of 257 rodents were captured during the trapping effort. The house mouse (*Mus musculus*) was the most common mouse species captured (n= 117), followed by western harvest mouse (*R. megalotis*) (n=96), California meadow vole (*Microtus californicus*) (n=42) and finally brown rat (*Rattus norvegicus*).

Environmental Permitting, Safe Routes to School Program, Town of Fairfax, Marin County, CA. Assisted Moffatt & Nichol Engineering and the Town of Fairfax with environmental permit applications for the repair and reconstruction of a bridge over Fairfax Creek in the Town of Fairfax. Met with California Department of Fish and Wildlife personnel on the project site and acquired a streambed alteration agreement from Fish and Wildlife in accordance with Section 1602 of California Fish and Game Code. Client: Moffatt & Nichol Engineering, Walnut Creek, CA.

Burrowing Owl, California Red-Legged Frog, California Tiger Salamander, and Rare Plant Surveys. Martinelli Ranch, Petaluma, CA. Conducted focused surveys on 600 acres for special-status animals and plants in order to comply with a State Water Resources Control Board requirement for a pending Water Rights Permit application. Focused surveys were conducted on portions of the ranch proposed for water diversion and place of use (vineyard planting). Ms. Lynch identified the federally listed species, Contra Costa goldfields (*Lasthenia conjugens*) on the property which was a known range extension for this species. Identified the California red-legged frog onsite. Prepared several reports for the State Water Board to assist them with their water rights application. A California red-legged frog and burrowing owl survey report was prepared, a special-status plant survey report was prepared, and a California tiger salamander larval survey report was prepared. Client: Mr. Dave Martinelli.

California Red-Legged Frog Surveys and Bird Point Count Surveys. Charles Krug's Willow Lake Ranch, Napa, CA. Charles Krug received a Water Rights Permit from the State Water Resources Control Board for the enlargement of two existing ponds (reservoirs) and creation of a third off-stream reservoir on their Willow Lake Ranch site. One of the Water Rights Permit conditions was for a biologist to conduct California red-legged frog surveys prior to enlargement of the existing reservoirs and construction of a third reservoir. Ms. Lynch participated in the focused surveys for this federally listed frog species. These surveys followed the U.S. Fish and Wildlife Service's survey protocol. No California red-legged frogs were identified in the existing ponds. A report with these findings was prepared and submitted to the U.S. Fish and Wildlife Service, and no further survey work or mitigation was required. Dawn surveys for bird population census was also conducted. Ms. Lynch and Dr. Monte Kirven conducted a series of point counts over several months along the riparian corridor to document bird use. Client: Charles Krug Winery, Peter Mondavi Family.

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Principal Biologist

California Department of Fish and Game monitor for all biological surveys conducted along a 100-mile spread of the PGT/PG&E pipeline expansion project in Shasta, Siskiyou, and Modoc Counties, California. Responsibilities included monitoring activities of consulting biologists conducting special-status raptor surveys along the pipeline, monitoring construction activities, attending interagency meetings, and reviewing all biological survey status reports and mitigation plans. Client: Michael Sotak & Associates

Raptor (birds of prey) nesting/occurrence surveys. 1991 to Present. Conducted nesting/occurrence surveys for golden eagle, Cooper's hawk, sharp-shinned hawk, white-tailed kite, and burrowing owl for proposed developments in the San Francisco Bay Area and the Central Valley. All surveys follow regulatory agency protocols. Clients: Various.

Conducted kit fox den surveys along a 60-mile spread of the Westley-Tracy transmission line project in San Joaquin County, California. Surveys were conducted in order to determine alternative routes for the transmission line. Client: Transmission Agency of Northern California.

Environmental and Regulatory

Biological Resources Analysis, Santa Rosa Rancheria, Kings County, California. Conducted field surveys to document baseline biological conditions on three parcels proposed for development: a 20-acre, 200-acre, and a 400-acre parcel. Prepared a biological resources analysis for the 200-acre parcel. This biological resources analysis was incorporated into a National Environmental Policy Act (NEPA) Environmental Assessment. Currently working on reports for the 20 and 400-acre parcels. Each report documents existing conditions on the parcel, discusses potential special-status species and "waters of the United States" issues, summarizes potential project-related impacts to biological resources, and suggests mitigation measures to minimize these impacts.

Biological Resources Analysis for inclusion in an Environmental Impact Report, Gillrie Property, Alameda County, CA. Completed a wildlife inventory, rare plant surveys, a wetland delineation, and protocol California red-legged frog surveys on this 78-acre property proposed for residential development. Prepared a biological resources setting, impacts, and mitigations section for Alameda County Planning Department for incorporation into the Environmental Impact Report being prepared for the project. Client: Alameda County Planning Department.

Oak Manor Development, Alameda County, California - Environmental permitting. Secured permits for impacts to U.S. Army Corps of Engineers jurisdictional "waters of the United States" pursuant to Section 404 of the Clean Water Act, and obtained a waiver of water quality from the California Regional Water Quality Control Board (pursuant to Section 401 of the Clean Water Act). Also, obtained a Streambed Alteration Agreement, pursuant to Section 1603 of California Fish and Game Code, for proposed impacts to intermittent creeks from construction of the housing development. Prepared an oak tree management plan for distribution to new home owners to assist them with the care and maintenance of native oak trees on their property. Client: Branaugh Excavating, Inc., Livermore, California.

CHRISTINA OWENS
ASSOCIATE BIOLOGIST

Ms. Owens is a biologist experienced in the fields of botany, wetlands ecology and delineation and habitat assessment. She has more than 14 years of environmental consulting experience. Ms. Owens' experience includes conducting rare plant surveys, wetland delineations, vegetation mapping, habitat assessments, mitigation monitoring and management of project compliance as well as mitigation wetland design/construction. Ms. Owens' graduate work focused on the flora of constructed and natural vernal pools, specifically on the distribution of plant communities within those pools. She has extensive field experience in the Central Valley, the Bay Area, including the Santa Rosa Plain's vernal pool communities, and in most of the major habitat types in northern California. She routinely prepares technical documents including special-status plant mitigation and monitoring plans, weed management plans, long-term management plans, deed restrictions/conservation easements, biological resource assessments for environmental impact analysis and biological constraints analyses pursuant to CEQA as well as permitting packages for submittal to the U.S. Army Corps of Engineers, the California Regional Water Quality Control Board, the California Department of Fish and Wildlife, the United States Fish and Wildlife Service and the National Marine Fisheries Service. Ms. Owens also has experience conducting special-status wildlife surveys and/or compliance monitoring for special-status species including California red-legged frog, western pond turtle, foothill yellow-legged frog, Western Burrowing Owl, nesting birds and assisting with California tiger salamander population monitoring on habitat preserves.

EDUCATION

M.A. University of California, Davis, in Geography, 2008

B.S. University of California, Davis, in Environmental Horticulture and Urban Forestry, 2001

EMPLOYMENT HISTORY

2020 – Present: Monk & Associates, Associate Biologist

2016 – 2020: Monk & Associates, Senior Biologist

2012 – 2016: Monk & Associates, Project Biologist II

2010 – 2012: ICF International, Sacramento, CA, Botanist

2010: University of California at Davis, Davis, CA, Botanist

2009 – 2010: Ecohydrology Research, Inc., Davis, CA, Botanist

REPRESENTATIVE EXPERIENCE

Napa Logistics Park and Napa Logistics Preserve, City of American Canyon, California. Conducted a wetland delineation over 176 acres, prepared Biological Resources Analysis report for the CEQA document. Acquired permits from the U.S. Army Corps of Engineers (Corps), California Regional Water Quality Control Board (RWQCB), and California Department of Fish and Wildlife (CDFW). Oversaw permit compliance, preconstruction surveys for special-status plant and wildlife. Assisted with the design of mitigation wetlands and was onsite during the construction of 5 mitigation wetlands within the Napa

CHRISTINA OWENS
Associate Biologist

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Logistics Preserve Conduct annual hydrological and vegetation monitoring and prepare annual reports to the resource agencies in compliance with issued permits.

Tri-Dam. Beardsley Afterbay Dam Maintenance Repair Project, Tuolumne County, California. Permit acquisition from Corps, RWQCB, and CDFW. Oversaw permit compliance and coordinated with project engineering and construction team to ensure that onsite work was completed in accordance with regulatory agency permits. Provided construction monitoring.

Dewberry | Drake Haglan, Storm Drain Zone 36/Zone 39 Improvement Project, Manteca, California. Permit acquisition from Corps, RWQCB, and CDFW. Prepared Biological Assessments to the National Marine Fisheries Service (NMFS) and the U.S. Fish and Wildlife Service (USFWS) for Biological Consultation pursuant to Section 7 of FESA by and between the Corps and the NMFS and USFWS. Prepared a Biological Resources Analysis for a CEQA Mitigated Negative Declaration.

Newport Pointe, Discovery Bay, Contra Costa County, California. Permit acquisition from USFWS, Corps, RWQCB, and CDFW. Prepare permit amendments and renewals as necessary. Conducted special-status plant surveys and assisted with the design of an onsite mitigation preserve to protect identified special-status plant surveys. Oversaw permit compliance and directed junior staff construction monitoring.

Propriis. Kawana Meadows, Santa Rosa, California. Permit acquisition from Corps, RWQCB, and CDFW. Permit renewal and mitigation negotiation.

Kennedy Wilson. 38 Degrees North Phase 2, Santa Rosa, California. Permit acquisition from USFWS, Corps, RWQCB, and CDFW. Oversaw permit compliance and wetland design/creation.

Ajaib Bhadare. Todd Road, Santa Rosa, California. Permit acquisition from USFWS, Corps, RWQCB, and CDFW. Sourcing of mitigation credits for California tiger salamander.

Townsend Capital Partners, LLC. 7515 Alder Avenue Project, Cotati, California. Permit acquisition from USFWS, Corps, RWQCB, and CDFW.

Phillips 66 Line 200 Repairs Project, multiple counties, California. Permit acquisition from USFWS, Corps, RWQCB, and CDFW. Prepare permit amendments and renewals. Conducted special-status rare plant and wildlife surveys. Oversaw permit compliance and construction monitoring. Sources mitigation credits.

Assisted Senior Associate Biologist with presence/absence surveys for foothill yellow-legged frogs in Tuolumne County, California.

Assisted Senior Associate Biologist with adult and larval surveys for California red-legged frogs at the CRLF Preserve in American Canyon, CA. Observed 15-20 sub-adult and adult CRLFs, as well as approximately 10 larvae. Trained on identification of adult and larval CRLF by Mr. Geoff Monk (10(a)(1)(A) permittee).

Construction monitoring experience at several sites in East Contra Costa County and provided environmental training for species including San Joaquin kit fox, California tiger salamander, California tiger salamander and western burrowing owl.

CHRISTINA OWENS
Associate Biologist

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Approved by USFWS for construction monitoring at site in Livermore with potential for CRLF to occur.

Trained on identification of adult and larval California Tiger Salamander by Mr. Geoff Monk and Ms. Sarah Lynch (10(a)(1)(A) permittee). Assisted Senior Associate Biologist with larval surveys for CTS.

Surveyed for presence of burrowing owls under supervision of senior staff Ms. Hope Kingma and Ms. Sarah Lynch in Antioch. Provided construction monitoring in Brentwood at site Western burrowing owl occupied burrows to ensure construction activities did not disturb multiple nesting pairs.

Monitored wells and mapped wetland features to provide a baseline pattern of inundation and dry-down of mitigation and impacted wetlands in Willits, CA. Assessed mitigation wetlands in Willits, CA using the California Rapid Assessment Method (CRAM) and conducted population-level data collection for rare species.

Collaborated with hydrologist to create experimental design for research contracts. Prepared written documentation for Demonstration Plans, CWA Section 404 and 401 permits and Biological Assessments for Section 7 consultation for research contracts.

Conducted botanical surveys in Creosote scrub and near the Carrizo Plain in southern California.

Conducted ground truthing of GIS data for both physical and vegetation community features as well as an informal survey of late-season rare plants and wildlife in the San Joaquin valley.

Mapped the 2010 extent of the invasive plant red sesbania (*Sesbania punicea*) in California using existing information from multiple sources to identify gaps in previous surveys and identify areas of population spread. Recorded population and ecological data for all sightings including associate taxa. Assisted with post-processing of data and analysis using a weed prioritization model to select weed population targets for successful eradication.

Assisted with plant identification of vernal pool and grassland specimens collected during fieldwork and editing of field data sheets for vernal pool classification. Entered biotic and abiotic data and reviewed for quality control. Conducted botanical fieldwork for grant data collection in constructed and natural vernal pools.

FIELD EXPERIENCE

Knowledge of major California plant communities and plant taxa with extensive experience in vernal pool, seasonal wetland, annual grassland, coastal and saltbush scrub, wet meadow, riparian woodland, foothill woodland and riparian corridor habitats.

Habitat/plant association surveying and mapping experience for rare plant surveys and biological inventories.

PROFESSIONAL SKILLS

Wetland delineation using the USACOE 1987 Manual and the Arid West Manual and wetland assessment using the California Rapid Assessment Method (CRAM).

Experience with CEQA/NEPA, EIR process and permitting processes (CCWA Section 404 and 401 and Section 7 consultation).

MARK JASPER
PROJECT BIOLOGIST II

Mr. Jasper is a certified ecologist and wildlife biologist with over 18 years of experience in project management, fieldwork coordination and staffing, environmental compliance monitoring and reporting, permitting, impact analyses, habitat assessments, wetland delineations, and special status plant and wildlife surveys. He has extensive experience conducting protocol level and preconstruction special status wildlife surveys and monitoring, most notably with nesting bird and raptor species protected by the Migratory Bird Treaty Act, but also with federal and state endangered, threatened, or fully protected birds including Swainson's Hawk, White-tailed Kite, California Ridgway's Rail, California Black Rail, and Least Bell's Vireo, and California Species of Special Concern such as Western Burrowing Owl and Saltmarsh Common Yellowthroat. Mr. Jasper also has extensive experience surveying for, dipnetting, and trapping for all life stages of special status herptofauna species including the federally listed California red-legged frog, federally and state-listed California tiger salamander (CTS), and the western pond turtle, a California Species of Special Concern. Mr. Jasper has been included on the List of Authorized Individuals on multiple company 10(a)(1)(a) federal recovery permits authorized to independently conduct aquatic larval surveys, terrestrial surveys, and pitfall trapping for the California tiger salamander. He has served as a USFWS- and CDFW-approved Designated Biologist on numerous projects monitoring compliance and ensuring species avoidance in suitable habitat for Alameda whipsnake, San Joaquin kit fox, and the salt marsh harvest mouse. Mr. Jasper prepares permit application packages, Biological Resources sections of CEQA documents, restoration, and mitigation plans for submittal to local, state, and federal regulatory agencies pursuant to Section 404 and 401 of the Clean Water Act and Section 1602 (Streambed Alteration Agreement) and 2081 (Incidental Take Permit) of California Fish and Game Code. He also has a Master of Science in Conservation Biology from San Francisco State University and had his research on avian malaria blood parasites (*Leucocytozoon* spp.) in Western Red-tailed Hawks published in the Journal of Ornithology.

CALIFORNIA TIGER SALAMANDER SURVEY EXPERIENCE

Conducted larval dip net surveys for California tiger salamander (*Ambystoma californiense*) at mitigation site in Clayton, CA. Monk & Associates, Inc (PI: Sarah Lynch): Contra Costa County, California. March and April 2022. 16 survey hours. 9 larval CTS found before stopping survey after presence confirmed.

Conducted preconstruction surveys for California tiger salamander (*Ambystoma californiense*) and California red-legged frog at a residential development project site in Hollister, San Benito County, California. Monk & Associates, Inc (PI: Sarah Lynch). March 2022. 8 hours.

Conducted coverboard surveys for California tiger salamander (*Ambystoma californiense*) at residential development project in Santa Rosa, Sonoma County, California. (PI: Sarah Lynch). October-December 2021. 24 hours.

Trapped and collected data from CTS to be moved out of a proposed landfill expansion site in Suisun City, CA. Identified, measured, sexed, and aged over 50 trapped adult and juvenile CTS.

Constructed wildlife exclusion fencing and pitfall traps for CTS at Concord Naval Weapons Station in Concord, CA; set and checked traps before and after forecasted rain events and collected data on trapped CTS, small mammals, and other wildlife.

PERMITS AND AGENCY AUTHORIZATIONS/CERTIFICATIONS

Authorized under Monk & Associates 10(a)(1)(a) recovery permit (Permit #TE-776608) with USFWS to independently conduct terrestrial and larval CTS surveys including trapping, handling, and relocation.

Authorized under Transcon Environmental's 10(a)(1)(a) recovery permit (Permit # TE103076-0) with USFWS to independently conduct terrestrial CTS surveys including trapping, handling, and relocation.

USFWS-approved CRLF and CTS biologist on multiple projects

Scientific Collecting Permit, California Department of Fish and Wildlife, (SCP #11617)

USACE 40 Hour Wetlands Delineation and Management Certification, 2011

Certified Ecologist, Ecological Society of America

CTS WORKSHOPS AND TRAININGS

Foothill Yellow-legged Frog Ecology & Conservation Workshop, Laguna de Santa Rosa Foundation. October 2023. Lecture and field course learning about foothill yellow-legged frog identification, distribution, habitat requirements, behavior, survey techniques, conservation needs and regulations.

Rare Pond Species Workshop by the Laguna de Santa Rosa Foundation. March 2011. Attended workshop designed to provide practical training on aquatic survey techniques for the California tiger salamander, California red-legged frog, and western pond turtle. The lecture portion included a review of the biology and ecology of these species, identification of life stages, state and federal regulations, and approved survey protocols. Completed field trip sessions including aquatic dip net surveys and processing of California tiger salamander larvae in multiple vernal pools in Sonoma County, evening spotlight surveys for frogs, and turtle visual encounter surveys and trapping.

Conducted preconstruction surveys for California tiger salamander (*Ambystoma californiense*) and California red-legged frog at a gas pipeline repair site in Byron, California (PI: Sarah Lynch). July 2021. 16 hours.

EDUCATION

M.S. Biology, Conservation Biology
San Francisco State University, San Francisco, CA.

B.A. Economics
University of California, Berkeley, CA

EMPLOYMENT HISTORY

March 2021 to Present: Monk & Associates Inc., Walnut Creek, CA: Project Biologist II

June 2014-February 2021: Transcon Environmental, Berkeley, CA: Senior Biologist/Project Manager.

August 2013-June 2014: Biological Monitoring and Assessment Specialists (BioMaas),
San Francisco, CA: On-Call Wildlife Biologist.

April 2010-August 2013: Condor Country Consulting, Martinez, CA: On-Call Wildlife Biologist.

June 2011-March 2013: ENVIRON International Corporation, Emeryville, CA: On-Call Wildlife Biologist.

RELEVANT EXPERIENCE

Conducted Two Years of Special-status Bird Surveys at the Bobcat Flat Phase III River Restoration Project on the Tuolumne River east of Waterford, CA. Surveys conducted in accordance with EPIMS-STA-13719-R4. Surveys included U.S. Fish and Wildlife (USFWS) protocol-level surveys for nesting Least Bell's Vireo (*Vireo bellii pusillus*) which require eight surveys between April and July, as well as CDFW protocol-level surveys for nesting Swainson's Hawks (*Buteo swainsoni*) which requires six surveys over two survey periods. Other special-status birds surveyed for included the Tricolored Blackbird (*Agelaius tricolor*) and the Bald Eagle (*Haliaeetus leucocephalus*). These surveys resulted in a positive identification of two Swainson's Hawk nests, a Cooper's Hawk (*Accipiter cooperii*) nest, a White-tailed Kite (*Elanus leucurus*) nest, and two Red-tailed Hawk (*Buteo jamaicensis*) nests among other more common nesting bird species which included waterfowl and passerine birds. All nesting attempts were successful. 2022 – 2023. 40 hours.

Conducted one year of western pond turtle presence and nesting surveys at the Bobcat Flat Phase III River Restoration Project on the Tuolumne River east of Waterford, CA. Surveys conducted in accordance with EPIMS-STA-13719-R4. Surveys for nesting pond turtles were conducted in all upland locations near the Tuolumne River, away from the river, and in all upland locations outside of the river and its backwater sloughs. Several western pond turtles as well as multiple red-eared sliders were observed and documented. Western pond turtle observations were reported to the CNDDDB. 2023. 20 hours.

Conducted protocol-level Swainson's Hawk (*Buteo swainsonii*) nest surveys. Monk & Associates, Inc. (PI: Sarah Lynch): American Canyon, California. Mar-Jul 2021. 8 hours. One nesting pair of SWHA detected and monitored.

Served as Project Manager for the preparation of biological and cultural documents required under the California Environmental Quality Act (CEQA) in support of the McCoy Creek Trail Phase 2 Construction Project for the City of Suisun City. Managed project budgets and contracts, prepared monthly invoices, managed staffing, and coordinated directly with the client.

Served as Project Manager for a project performing biological surveys and monitoring in support of PG&E's Gas Line 131 Replacement Project in Livermore, CA. Managed project budgets, prepared forecasts and monthly invoices, reviewed timecards, managed staffing, and coordinated directly with the client. Reviewed daily monitoring reports and advised staff in the field.

Served as Fieldwork Coordinator for over three years on all projects for Transcon's largest utility client, PG&E. Responsibilities included receiving fieldwork requests directly from the client, identifying biologists on staff with the relevant experience and availability, assigning work to field staff with necessary instructions, advising staff remotely in the field, and reviewing and finalizing deliverables for submission to the client.

Served as the Biology Group Lead for the Pacific Region. Responsibilities included hiring, project staffing, biology group direction, and supervising over 30 biologists in California.

Served as Project Coordinator and Planner for a project reviewing commercial cannabis permit applications in support of the Humboldt County Planning and Building Department. Identified missing documents and discrepancies, requested and reviewed documentation from applicants and public agencies for conformance with County land use and zoning policies and the County's Commercial Medical Marijuana Land Use Ordinance. Prepared staff reports addressing application compliance with County zoning and land use ordinances for final review by the Humboldt County Planning Commission.

Managed project budgets, prepared client invoices, assigned work, coordinated with client, and assisted in project management.

Conducted desktop environmental reviews and site visits and drafted biological constraints review reports for hundreds of projects in support of PG&E's utility maintenance and vegetation management programs.

Worked as an approved biological monitor for a Caltrans project constructing onramps and offramps and installing metering signs along more than 20 miles of Interstate 80 in Contra Costa County. Responsibilities included preconstruction nesting bird and special status wildlife surveys throughout the project area, inspecting the integrity of Best Management Practices, and monitoring during construction in sensitive areas such as salt marsh, riparian corridors, and coastal scrub.

Worked as Biological Monitor for a PG&E valve automation construction site adjacent to California red-legged frog (CRLF) habitat in Fairfield, CA. Conducted daily nesting bird and CRLF surveys, biological monitoring, and reporting.

Conducted pre-construction nesting bird surveys for a PG&E project removing vegetation to clear a path for overhead detection of corrosion along a 36-mile transmission gas line located in an unincorporated portion of San Benito County. Habitats surveyed included riparian, annual grasslands, oak woodlands, coastal scrub, and chaparral.

Special status species surveyed included CRLF, Alameda whipsnake, California Ridgway's Rail, California Black Rail, salt marsh harvest mouse, monarch butterfly, and nesting birds. Worked with principal biologist to draft monitoring plans designed to minimize impact of construction activities on nesting and other protected avian species.

Wrote daily and weekly biological monitoring and nesting bird survey reports to describe wildlife observations, identify potential compliance violations to project permits and to make recommendations for avoiding and/or minimizing impacts.

Performed pre-construction nesting bird surveys for multiple projects including the Vasco Road Safety Improvement Project and at remediation sites within the decommissioned Concord Naval Weapons Station; performed weekly surveys for burrowing owl and San Joaquin kit fox.

Conducted environmental compliance monitoring during construction activities for the Vasco Road Safety Improvement Project; assisted with relocation of CRLF out of construction areas.

Conducted raptor nest monitoring for red-tailed hawks, Swainson's hawks, and red-shouldered hawks during various construction activities.

Prepared a Biological Resource Assessment to obtain permits in compliance with CEQA guidelines for proposed construction of a Recycled Water Treatment Plant and associated pipelines.

Assisted manager with proposal writing for prospective biological monitoring and natural resource management projects. Took lead author role on a proposal for biological monitoring and pre-construction nesting surveys on a project in Suisun City, CA.

Assisted a large, confidential client in establishing baseline ecological conditions and human use of recreational and ecosystem services relevant to the scope of future investigations in states impacted by a large-scale spill of hazardous substances. Research focused on impacts to birds, marine mammals, and human use of recreational activities.

Served as Regulatory Compliance Analyst for a confidential client during a large-scale offshore drilling project off the north coast of Alaska. Reviewed daily compliance reports from various vessels and addressed potential violations to project permits issued from National Marine Fisheries Service (NMFS), US Fish and Wildlife Service (USFWS), Bureau of Ocean Energy Management (BOEM), and the Bureau of Safety and Environmental Enforcement (BSEE). Advised regulatory managers to avoid potential compliance violations and to meet agency reporting requirements during unexpected project schedule changes.

Served as Biological Monitor and Raptor Specialist for a housing subdivision lot in Echo Park, CA. Conducted daily nesting bird surveys and environmental compliance monitoring of the construction site. Prepared monitoring plans for all songbird and raptor nests found on or around construction site to minimize impacts of construction activities on nesting birds. Served as Raptor Specialist representing the client at a meeting with city officials on the implications of an active raptor nest in close proximity to the project site.

Conducted queries of the California Natural Diversity Database for federal and state protected plant and wildlife species on various project sites and generated reports and digital map products in compliance with CEQA guidelines.

Worked as a Caltrans approved Biological Monitor for the Doyle Drive Replacement Project in the Presidio, San Francisco, CA; conducted weekly nesting bird surveys and monitored all nests found within 300 feet of the project area.

Worked with principal biologist to draft monitoring plans designed to minimize impact of construction activities on nesting and other protected avian species observed on site.

Assisted with protocol level dipnet surveys for CTS in vernal pools within Burke Ranch, a 960-acre conservation bank in Solano County, CA.

Conducted pre-construction nesting bird surveys, stormwater protection plan compliance, and biological monitoring at multiple construction sites for the Caltrans Highway 101 Widening Project. Performed daily terrestrial CTS surveys.

GIS support for protected watershed species including CRLF, Alameda whipsnake, steelhead, and rainbow trout to accomplish goals of EBMUD's Habitat Conservation Plan.

PUBLICATIONS

Jasper, M. A., Hull, J. M., Hull, A. C. and R. N. M. Sehgal. 2014. Widespread lineage diversity of *Leucocytozoon* blood parasites in distinct populations of Western Red-tailed Hawks. Journal of Ornithology Volume 155, pages 767–775).

SARAH C. MCNAMARA
PROJECT BIOLOGIST I

Ms. McNamara is a biologist with over 9 years' experience studying natural habitats and their inhabitants to evaluate biodiversity and ecological interactions across multiple scopes. In her time as a biologist with Monk & Associates, Ms. McNamara has participated in multiple dipnet surveys for California tiger salamander larvae, California red-legged frog tadpoles, vernal pool fairy shrimp and vernal pool tadpole shrimp, successfully detecting all species. In addition, Ms. McNamara has found and monitored nests of protected raptor species such as Swainson's Hawk, White-tailed Kite, and Western Burrowing Owl. She has completed multiple surveys for western pond turtle with detections. She has also conducted dozens of rare plant surveys in the greater Bay Area and the Central Valley. Ms. McNamara is a capable wetland delineator and assists M&A's senior staff with the preparation of permit applications for Clean Water Act Section 404 and 401 permits. She also prepares Streambed Alteration Agreement applications pursuant to Section 1602 of the California Fish and Game Code. Ms. McNamara's Master's Thesis was focused on monitoring short- and long-term environmental changes with the larger goal of improving environmental care practices and legal protections for struggling ecosystems and species. Her prior work experience included participating in an Osprey re-introduction program, invasive plant species mapping and biological control, extensive aquatic research.

EDUCATION

University of Mississippi, Oxford, MS – M.S. of Biology 2020

The University St. Thomas, St. Paul, MN – B.S. Environmental Science 2014

PERMITS/AGENCY AUTHORIZATIONS

- Authorized by the California Department of Fish and Wildlife under a Plant Voucher Collecting Permit to collect voucher specimens of State-listed plant species for accession to an herbarium (Plant Voucher Collecting Permit No. 2081(a)-22-067-V).
- Authorized under Monk & Associates 10(a)(1)(a) recovery permit (Permit #TE-776608) with USFWS to independently conduct terrestrial and larval CTS surveys including trapping, handling, and relocation.

WORKSHOPS AND TRAININGS

- Amphibians of the San Francisco Bay Area Workshop by the Laguna de Santa Rosa Foundation. December 2022. Attended a lecture and participated in a field course to learn about the life history, ecology and conservation of common and special status amphibians that occur in the San Francisco Bay Area.
- Pond Turtle Workshop by The Wildlife Project. June 2023. Lecture and field course learning about pond turtle identification, habitat use, nesting behaviors and survey methods.
- Foothill Yellow-Legged Frog Ecology and Conservation Workshop by the Laguna de Santa Rosa Foundation. October 2023. Lecture and field course learning about foothill yellow-legged frog identification, distribution, habitat requirements, behavior, survey techniques, conservation needs and regulations.

EMPLOYMENT & VOLUNTEER HISTORY

- July 2021 – Present: Monk & Associates, Inc., Walnut Creek, CA: Project Biologist I

Sarah C. McNamara
Project Biologist I

- September 2019 – May 2021: USDA ARS National Sedimentation Laboratory, Oxford, MS: Oak Ridge Institute for Science and Education (ORISE) Fellow & Biological Technician
- May 2019-June 2019: University of Mississippi, Oxford, MS: Avian Field Volunteer
- August 2017 – May 2020: Department of Biology, University of Mississippi, Oxford, MS: Graduate Research Assistant
- August 2018: University of Mississippi, Oxford, MS: Shark Research Volunteer
- June 2016 – August 2017: LACCORE: National Lacustrine Core Facility, Minneapolis, MN: Junior Lab Technician
- January 2015 & January 2016: Department of Geology, The University of St. Thomas, St. Paul, MN: Geology Instructor
- January 2014 – August 2014: Department of Biology, The University of St. Thomas, St. Paul, MN: Biology Research Assistant
- February 2014 – May 2014: Minnesota Parks and Trails Council, St. Paul, MN: GIS Contractor
- September 2013 - December 2013: Kroening Interpretive Center, Minneapolis, MN: Animal Care Volunteer
- June 2013 – September 2013: Minnesota Valley National Wildlife Refuge, Bloomington, MN: Biology Intern
- June 2012 – August 2012: Swiss Valley Nature Preserve, Peosta, IA: Conservation Corp Member
- January 2012 – May 2012: Wildlife Rehabilitation Center, Roseville, MN: Volunteer

RELEVANT EXPERIENCE

- Conducted Two Years of Special-status Bird Surveys at the Bobcat Flat Phase III River Restoration Project on the Tuolumne River east of Waterford, CA. Surveys conducted in accordance with EPIMS-STA-13719-R4. Surveys included U.S. Fish and Wildlife (USFWS) protocol-level surveys for nesting Least Bell's Vireo (*Vireo bellii pusillus*) which require eight surveys between April and July, as well as CDFW protocol-level surveys for nesting Swainson's Hawks (*Buteo swainsoni*) which requires six surveys over two survey periods. Other special-status birds surveyed for included the Tricolored Blackbird (*Agelaius tricolor*) and the Bald Eagle (*Haliaeetus leucocephalus*). These surveys resulted in a positive identification of two Swainson's Hawk nests, a Cooper's Hawk (*Accipiter cooperii*) nest, a White-tailed Kite (*Elanus leucurus*) nest, and two Red-tailed Hawk (*Buteo jamaicensis*) nests among other more common nesting bird species which included waterfowl and passerine birds. All nesting attempts were successful. 2022 – 2023. 155 hours.
- Conducted one year of western pond turtle presence and nesting surveys at the Bobcat Flat Phase III River Restoration Project on the Tuolumne River east of Waterford, CA. Surveys conducted in accordance with EPIMS-STA-13719-R4. Surveys for nesting pond turtles were conducted in all upland locations near the Tuolumne River, away from the river, and in all upland locations outside of the river and its backwater sloughs. Several western pond turtles as well as multiple

Sarah C. McNamara
Project Biologist I

red-eared sliders were observed and documented. Western pond turtle observations were reported to the CNDDB. 2023. 90 hours.

- Assisted in protocol-level fairy shrimp surveys in Contra Costa County and a survey in Sacramento County, with successful detections of alkali fairy shrimp (*Branchinecta mackini*) and federally-listed vernal pool tadpole shrimp (*Lepidurus packardii*). Monk & Associates, Inc. March 2022/February 2023.
- Conducted Special-Status Plant Surveys in San Mateo County, Contra Costa County, Napa County, Marin County, San Joaquin County, Solano County and Alameda County, California. September 2021-April 2023. 100+ hours.
- Conducted environmental training for commencement of work for dozens of projects in Contra Costa County, Napa County, Sonoma County and Stanislaus County to ensure that construction crews were aware of special-status species for the region, and relevant regulatory requirements for the project. Fall 2021-Present.
- Assistant surveyor and lead surveyor for nesting passerine birds and raptors, with detections of nests including Red-tailed Hawk (*Buteo jamaicensis*), White-tailed Kite (*Elanus leucurus*), Red-shouldered Hawk (*Buteo lineatus*), Swainson's Hawk (*Buteo swainsonii*), Killdeer (*Charadrius vociferus*) and Dark-eyed Junco (*Junco hyemalis*). Monk & Associates, Inc.: San Francisco County, Sonoma County, Solano County, Napa County, Stanislaus County, Contra Costa County, Alameda County, California. January-Present. 150+ hours.
- Surveyed private property in Stanislaus County for Long-eared Owls (*Asio otus*), with detections of at least seven individual Long-eared Owls. Other species observed included Prairie Falcon (*Falco mexicanus*) and Bald Eagle (*Haliaeetus leucocephalus*). Fall/Winter 2022.
- Surveyor in CDFW protocol-level Swainson's Hawk (*Buteo swainsonii*) nest surveys in Contra Costa County, Stanislaus County and Solano County, California. Monk & Associates, Inc. January 2022-April 2023.
- Surveyor in USFWS protocol-level Least Bell's Vireo (*Vireo bellii pusillus*) nest surveys at the Tuolumne River. Protocol-level surveys included conducting point count surveys on 18 separate surveys. Stanislaus County, California. April 2022-April 2023.
- Surveyor for western pond turtles (*Actinemys marmorata*) in Lathrop, California with detections and relocation. Including creating basking traps for western pond turtle relocation prior to construction work in ponds. San Joaquin County, California. May-August 2022. 60 hours.
- Assistant surveyor in Western Burrowing Owl (*Athene cunicularia*) surveys. Monk & Associates, Inc.: Alameda County, Contra Costa County, Sonoma County, California. August 2021-spring 2023. 40+ hours.
- Participated in coverboard, dipnet and visual surveys for California red-legged frog (CRLF) (*Rana draytonii*) and California tiger salamander (CTS) (*Ambystoma californiense*) and has visually identified both species. Handled 20 larval stage California tiger salamanders, and nine California red-legged frog larvae, along with numerous American bullfrog larvae, Pacific chorus frog larvae, and various age classes and species of aquatic invertebrates. Monk & Associates,

Sarah C. McNamara
Project Biologist I

Inc.: Solano County, Alameda County, Napa County, California. July 2021-Present. 34 days, approximately 250 hours.

- Assistant monitoring biologist and surveyor for portions of a protocol-level San Joaquin kit fox (*Vulpes macrotis mutica*) survey which included dens surveys and placement/checking of camera stations. Monk & Associates, Inc.: Alameda County, California. August-October 2021. 40 hours.
- Participant in or has conducted wetland delineations following the Corps' 1987 *Wetland Delineation Manual* and the Corps' 2008 *Regional Supplement for the Arid West*. Monk & Associates, Inc.: Napa County, Sonoma County, Alameda County, and San Joaquin County, California. September 2021-March 2022. Approximately 65 hours.
- Principal Investigator for an outdoor mesocosm experiment: *Effects of water temperature and nutrients on the habitat site selection and tadpole development the Cope's Grey Treefrog (Hyla chrysoscelis)*. The University of Mississippi: Oxford, Mississippi. August 2017-May 2020.
- Assistant in outdoor mesocosm experiment researching the effects of stress on the mole salamander (*Ambystoma talpoideum*), including collecting and measuring egg masses, juvenile, and adult individuals, and monitored project through duration. The University of Mississippi: Oxford, Mississippi. August 2018-December 2018.
- Participant in an undergraduate research project researching the population dynamics of painted turtles (*Chrysemys picta*) and endangered wood turtles (*Glyptemys insculpta*). Surveying, collecting, tagging, and measuring individuals. The University of St. Thomas: St. Paul, Minnesota. April 2010-December 2010.

SKILLS/ QUALIFICATIONS

- Drove an Osprey reintroduction program, tagging, feeding, and monitoring individual birds.
- Planted native species of plants into an area to enable conversion of the land into a natural prairie.
- Contributed to hundreds of studies on freshwater and saltwater ecosystems to identify historical context and climate impacts.
- Collaborated with project managers and scientists, collecting and analyzing plant and soil samples for projects.
- Evaluated community assembly through habitat selection dynamics and post-colonization species sorting in relation to habitat size and distance from tree line.
- Evaluated species habitat site choices and trade-offs in relation to habitat size and the presence of predators.
- Evaluated the complex effects of multiple predators on demographic habitat selection and community assembly in colonizing aquatic insects.
- Contributed to biological surveys in habitats with little known information, recording plant and animal inhabitants for the database.

Sarah C. McNamara
Project Biologist I

- Planned and executed plant transect surveys in native Minnesota prairies to determine health and abundance of plant species.
- Played a key safety and observation role in the implementation of a prescribed fire.
- Conducted wetland and shallow lake assessments, recording water quality and conducting surveys of plants and animals.
- Used GPS and GIS to record locations of invasive plant species and drive removal using herbicides and biological controls.

APPENDIX B

RATES SHEETS

M-GROUP

EVANS & DE SHAZO

FEHR & PEERS

ILLINGWORTH & RODKIN

MONK & ASSOCIATES

M-GROUP | 2024 RATE SHEET

M-GROUP STAFF	2024 HOURLY RATES
Admin Analyst Planning Tech	\$95
Assistant Planner Assistant Urban Designer Social Media Coordinator	\$115
Associate Planner Associate Urban Designer GIS Services	\$145
Environmental Planner Historic Preservation Specialist Public Art Specialist	\$160
Senior Planner Senior Urban Designer Senior Environmental Planner	\$175
Project Manager	\$185
Principal Planner Principal Environmental Planner Principal Policy Planner Director of Urban Design	\$195
Principal	\$280-\$300

- * M-Group will invoice the client by billable hours per month.
- * Hourly rates are subject to annual adjustment on January 1st.
- * M-Group adds a 10% administration fee to Subconsultant rates.



2024 FEE SCHEDULE

STAFF POSITIONS/HOURLY RATES

Historic Preservation Specialist	\$200.00/hour
Cultural Resource Specialist	\$200.00/hour
Project Manager	\$150.00/hour
Principal Architectural Historian	\$165.00/hour
Architectural Historian.....	\$130.00/hour
Principal Archaeologist	\$165.00/hour
Senior Archaeologist.....	\$130.00/hour
Archaeologist	\$95.00/hour
Historian/Researcher.....	\$95.00/hour
Archaeological Laboratory Analyst.....	\$90.00/hour
Archaeological Field/Lab Technician	\$75.00/hour
Technical Editor	\$115.00/hour
Geographic Information System (GIS) Specialist.....	\$115.00/hour
Oral Historian/Ethnographer	\$150.00/hour
Paleontologist	\$155.00/hour
Bioarchaeologist / Osteologist.....	\$155.00/hour
Zooarchaeologist (Faunal Analyst)	\$155.00/hour
Geoarchaeologist.....	\$155.00/hour

DIRECT COSTS

General & Administrative Fees	12%
Subconsultant Management Fee	10%
Expedite Fee.....	25%
Travel/Per Diem	GSA Rates
Equipment.....	Billable based on specialized needs; otherwise, inclusive



2023-2024

(July 2023 through June 2024)

Hourly Billing Rates

Classification	Hourly Rate		
Principal	\$250.00	-	\$380.00
Senior Associate	\$210.00	-	\$310.00
Associate	\$185.00	-	\$275.00
Senior Engineer/Planner	\$160.00	-	\$235.00
Engineer/Planner	\$130.00	-	\$200.00
Senior Engineering Technician	\$150.00	-	\$225.00
Senior Project Accountant	\$170.00	-	\$210.00
Senior Project Coordinator	\$130.00	-	\$215.00
Project Coordinator	\$115.00	-	\$175.00
Technician	\$120.00	-	\$185.00
Intern	\$100.00	-	\$135.00

- *Other Direct Costs / Reimbursable expenses are invoiced at cost plus 10% for handling.*
- *Personal auto mileage is reimbursed at the then current IRS approved rate (67 cents per mile as of Jan 2024).*
- *Voice & Data Communications (Telephone, fax, computer, e-mail, etc.) are invoiced at cost as a percentage of project labor.*

Fehr & Peers reserves the right to change these rates at any time with or without advance notice.

ILLINGWORTH & RODKIN, INC.
Acoustics • Air Quality

429 E Cotati Avenue
Cotati, CA 94931

Tel: 707-794-0400
www.illingworthrodkin.com

Fax: 707-794-0405
illro@illingworthrodkin.com

ATTACHMENT A

2024 HOURLY BILLING RATES

Our fees are based on the following schedule of hourly rates:

Principal	\$240/hour
Senior Consultant	\$215/hour
Consultant	\$195/hour
Staff Consultant	\$175/hour
Technical/Admin Support	\$125/hour

Document reproduction and shipping at cost. Mileage at IRS allowable rate; currently \$0.67.

INSURANCE COVERAGE

GENERAL LIABILITY in the amount of \$2,000,000 per occurrence/ \$4,000,000 aggregate.

WORKERS COMPENSATION covering our own employees in the amount of \$1,000,000 per occurrence.

AUTO (OWNED & NON OWNED) covering personal injury or death and property damage in the amount of \$1,000,000 per claim.

PROFESSIONAL LIABILITY in the amount of \$2,000,000 per claim and \$2,000,000 annual aggregate.

Limitation of Liability. To the maximum extent permitted by law, Illingworth & Rodkin, Inc. requests that the Client agrees to limit Illingworth & Rodkin, Inc.'s liability for Client damages to the sum of \$250,000 or our fee, whichever is greater. This limitation shall apply regardless of the cause or legal theory asserted.

UMBRELLA LIABILITY in the amount of \$2,000,000 per occurrence and aggregate.

Certificates of insurance will be issued upon request.

INVOICING AND PAYMENTS

I&R submits monthly progress billing invoices by the 15th of each month, for the prior month's services. Invoices are submitted directly via email in pdf format, to the email address provided by the client. ***Special invoicing requirements may result in administrative costs, billed at a rate of \$125/hour, in addition to the proposed budget.***

I&R accepts payment in the form of cash, paper check, or credit card. ***I&R does not accept ACH/Electronic payments, or any other form of payment via 3rd party vendors or client portals.***

SCHEDULE OF CHARGES

March 2024

Hourly Rates

Principal Biologist	Field Work/Permitting/Agency Negotiations	\$210/hour
Principal Biologist	Testimony/Public Hearings/Affidavits	\$350/hour in 4-hour increments.
Senior Associate Biologist	Field/Office Work	\$205/hour
Associate Biologist	Field/Office Work	\$180/hour
Senior Botanist	Field/Office Work	\$163/hour
Senior Biologist	Field/Office Work	\$163/hour
Project Botanist	Field/Office Work	\$147/hour
Project Biologist II	Field/Office Work	\$147/hour
Project Biologist I	Field/Office Work	\$141/hour
Staff Biologist	Field/Office Work	\$116/hour
Office Manager		\$110/hour
Graphics		\$141/hour
Sub-contracting Biologists	Field Work	\$116 to \$210/hour

- Any Biological Construction Monitoring performed on weekends will be billed at 1.5 times the hourly rate.

Other Expenses (Flat Rates)

Any invoices submitted through 3rd Party Online Portal: \$100 plus portal service fee + 15% would require a budget amendment or change order.

Any weekly Zoom calls, Microsoft Teams calls, or conference calls would require a budget amendment or change order.

Per Diem: \$250/day/per person (major metropolitan/Rural areas may be adjusted to hotel rate plus \$60/day)

Vehicles: Passenger vehicle: Current IRS mileage rate

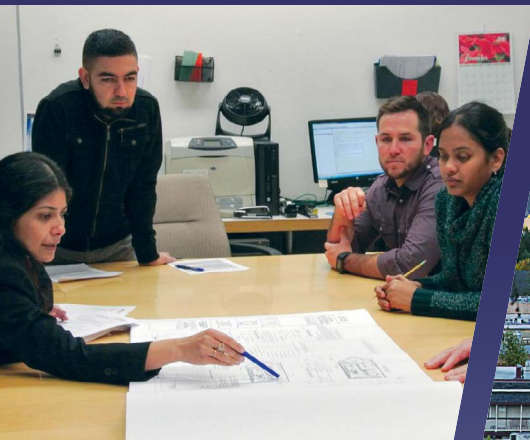
Oversize Maps \$2.00/square foot.

Color Photographs (laser printed, \$2.00 per page).

Air fares: Cost plus 10 percent

Materials/Supplies/Permit & Fees Payments : Cost plus 15 percent

Equipment Rentals: GPS (sub-meter accuracy) \$50/day. Surveillance Cameras \$15/day each; rodent traps 0.20/day each; Burrowing owl eviction doors at \$5.00/day each; medium-size mammal traps \$5.00/day each. Spotlight charged at \$3.00/day. Other equipment priced on a job basis by approved proposal.



CITY OF PINOLE

On-Call & Environmental Planning Services

Proposal | May 6, 2024



800 Hearst Avenue | Berkeley, CA 94710 | (510) 845-7549 | www.migcom.com

In association with: Basin Research Associates | Ninyo & Moore | W-Trans

MIG acknowledges receipt of the following addenda:
Addendum #1 (April 29, 2024), Addendum #2 (April 29, 2024)



800 Hearst Avenue
Berkeley, CA 94710
(510) 845-7549
www.migcom.com

CALIFORNIA

BERKELEY, FULLERTON,
LOS ANGELES, PASADENA,
RIVERSIDE, SACRAMENTO,
SAN DIEGO, SAN JOSE,
AND SONOMA

COLORADO

DENVER

NEW YORK

BROOKLYN

OREGON

PORTLAND

TEXAS

SAN ANTONIO

WASHINGTON

SEATTLE

May 6, 2024

Lilly Whalen, Community Development Director
City of Pinole
2131 Pear Street
Pinole, CA 94564
(510) 724-9832
lwhalen@ci.pinole.ca.us

RE: RFP for On-Call and Environmental Planning Services

Dear Ms. Whalen and Review Committee Members:

Moore Iacofano Goltsman, Incorporated (MIG), has examined all the information in the above-referenced Request for Proposal (RFP) and is pleased to present this proposal to provide on-call environmental and planning services referenced in the RFP. MIG is a California Corporation with a home office in Berkeley and 14 offices throughout California and the United States. MIG has over 260 employees firmwide.

For more than 30 years, MIG has provided contract professional services and environmental consulting services to cities and counties throughout California, including communities in and around Contra Costa County. We enjoy supporting local jurisdictions as they navigate new State laws, implement local policies and plans, and address community needs. MIG's headquarters in Berkeley allows us to provide direct, in-person services at a moment's notice. To supplement our in-house expertise, MIG is teaming with W-Trans (traffic and transportation consulting); Basin Research Associates (cultural resources/archaeology); and Ninyo & Moore (geotechnical engineering and hazardous materials and environmental site assessments). Our partners are all well-established local firms with outstanding reputations for work in their areas of expertise.

We understand that the City's Planning Division is seeking qualified consulting firms to provide professional city planning services on an on-call basis for both environmental services and as-needed general planning services. These services will likely include the preparation of technical studies and CEQA documents to provide environmental clearance for development projects and long-range planning policies, as well as planning services that include project reviews, site visits, public information counter staffing, environmental determinations, and plan check and map review services. MIG has an extensive history of providing current and long-range planning services to local jurisdictions. Our current planning services include in-person/permit counter services, simple/administrative permit processing, and complex development application entitlements. Our contract services and environmental planning teams work well together to navigate successfully through the CEQA process—from EIRs, Mitigated Negative Declarations, and CEQA Exemptions for a wide variety of projects, to CEQA consistency checklists based on certified program EIRs, to consultations on the CEQA Statute and Guidelines, court decisions, and legislation. In addition, we have guided clients through simple and comprehensive zoning code updates, General Plan amendments, the creation of and substantial amendments to Specific Plans, and other full-service long-range planning work.

Any projects resulting from this contract will be managed by our Berkeley office. We will use our knowledge of local issues to assist in properly scoping projects, anticipating red-flag issues early in the development review and/or CEQA process, and facilitating problem-solving of any challenges that may arise. Our Berkeley presence also allows us to provide on-site services as needed to support the Planning Division.

MIG has been fortunate to support Pinole through the Contra Costa County Collaborative through the Regional Early Action Planning program. MIG's technical assistance included preparing Pinole's Affirmatively Furthering Fair Housing, and more recently, a No Net Loss Tracker. MIG would enjoy continuing to work with Pinole staff and providing services to the City.

MIG acknowledges and accepts the terms and conditions of the City's standard Consulting Services Agreement (Attachment A of the RFP). This proposal is valid for a 90-day period. We, Dan Amsden and Paula Hartman, will serve as Principals-in-Charge to provide quality control and assurance for all work under this RFP. Shawna Brekke-Read will serve as Project Manager for planning staff services, and Ray Pendro will serve as Project Manager for environmental/CEQA services. MIG is excited about the opportunity to share our expertise and experience with you. Please do not hesitate to contact us if you have questions or need additional information.

Sincerely,



Dan Amsden
Principal, Director of Northern California
Planning and Development Services
916-329-8897, ext. 522
damsden@migcom.com
1610 R Street, Suite 300
Sacramento, CA 95811

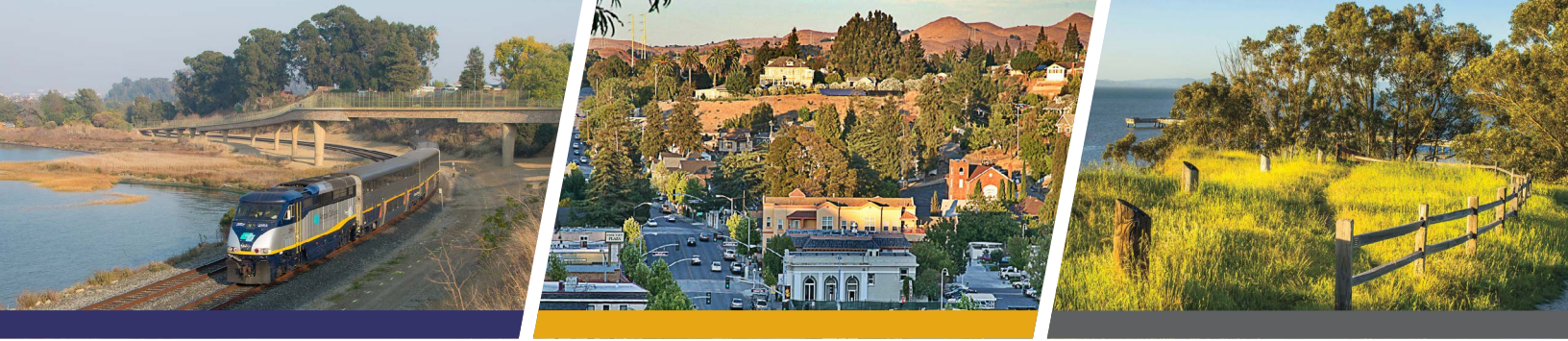


Paula Hartman, Esq.
Principal
650-327-0429, ext. 5520
phartman@migcom.com
2055 Junction Avenue, Suite 205
San José, CA 95131

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Company Profile

About MIG

MIG improves, adapts, and creates organizations, environments, and tools for human development. We are a community of designers, planners, engineers, scientists, and storytellers who engage people in creative problem-solving and collective action. We believe that the physical and social environment around us have a profound impact on our lives, and this belief shapes the principles that guide our work:

- » Communities can plan their own futures.
- » The world needs an ecological perspective.
- » Great projects work for everyone.
- » Elegant design inspires new thinking.
- » Every project presents an opportunity to advance racial and social equity.
- » All work must be context driven.

MIG is at the forefront of innovation. We are leading local, regional, and national planning and design initiatives to ensure accessibility and equity; engage, educate, and empower people through participatory processes; facilitate strategy development for social change; create playful and inclusive communities; reimagine streets and repurpose infrastructure; revitalize cities and restore ecosystems; and promote environmental stewardship by recognizing that the health of the natural and built world is mutually dependent.

With 42 years in business, MIG has over 260 employees in our 14 offices across the West Coast and nationwide. Our headquarters is in Berkeley, CA; and we have offices in Fullerton, Los Angeles, Pasadena, Riverside, Sacramento, San Diego, San José, and Sonoma, CA; Denver, CO; Brooklyn, NY; Portland, OR; San Antonio, TX; and Seattle, WA. Our service areas include:

- » Access and ADA Services
- » Campus Planning and Design
- » Civil Engineering
- » Communications and Marketing
- » Community Outreach and Engagement
- » Contract Staffing Services
- » Development and Entitlement Services
- » Environmental Graphic Design and Wayfinding
- » Environmental Planning, Review, and Compliance
- » Exhibit and Interpretive Design
- » Facilitation and Consensus Building
- » General, Comprehensive, and Specific Plans
- » Geographic Information Systems (GIS)
- » Green Stormwater Infrastructure
- » Landscape Architecture
- » Parks, Recreation, Open Space, and Trails Planning and Design
- » Policy Planning
- » Strategic Planning and Organizational Development
- » Streets and Multimodal Mobility
- » Urban Design and Planning
- » Zoning Codes and Design Guidelines

Qualifications—Environmental

About Our CEQA/Environmental Services

MIG's CEQA work is guided by three principles:

first, that the methodology and content of our CEQA documents are consistent with the most current CEQA statutes, guidelines, and case law; second, that mitigation recommendations are realistic and feasible; and third, that conclusions are effectively presented through clear and concise writing, informative graphic design, and skillful oral presentation. These principles result in legally sound CEQA documents that fully and clearly inform the public, decision-makers, and interested agencies.

CEQA DOCUMENTS

MIG's dedicated environmental staff have the background and experience to properly scope and prepare environmental impact analysis documents for a wide variety of projects. MIG prepares clearly written, legally defensible environmental impact reports (EIRs) and other CEQA compliance documentation; for example, Initial Studies/Mitigated Negative Declarations (IS/MNDs), and Categorical Exemptions. We specialize in preparing both "project-specific" environmental documents for site-specific industrial, residential, commercial, institutional, and mixed-use developments, as well as broad-based "program EIRs" for specific plans, general plans, and other policy plans.

MIG has successfully completed over 300 EIRs, as well as numerous other CEQA compliance documents for public agencies. We also provide third-party peer review services for all types of CEQA environmental documents and technical studies.

VISUAL IMPACT ASSESSMENTS

MIG's graphic and computer simulation staff specialize in computerized view simulations and preparation of visual impact analyses. Our team can prepare and/or review visual simulations, urban design height analyses, shade studies, and other illustrative plans needed for all types of projects. We have extensive experience creating illustrations and analyzing environments—allowing for objective review and understanding of projects.



BIOLOGICAL SITE SURVEYS/SPECIAL-STATUS SPECIES SURVEYS

MIG's experience in biological studies and impact assessments includes the preparation of biological surveys to evaluate existing conditions and the presence of sensitive habitat or special-status plant or animal species, and identifying the applicable laws pertaining to the resources found. Biological impact assessments evaluate the effects of a proposed project on biological resources and are used to support CEQA documents and permit applications.

MIG also provides the technical support required for Endangered Species Act Section 7 or Section 10 consultations and California Fish and Wildlife Endangered Species Act 2081 permits.

REGULATORY PERMITTING

MIG's wetland delineators maintain current training and can identify whether specific areas are covered under the jurisdiction of the U.S. Army Corps of Engineers (USACE), Regional Water Quality Control Board (RWQCB), California Department of Fish and Wildlife (CDFW), U.S. Fish and Wildlife Service (USFWS), California Coastal Commission, and local regulatory agencies.



MIG assists cities or projects in obtaining permits from various regulatory agencies, including, but not limited to: the 404 Nationwide or Individual Permits from the USACE, Lake and Streambed Alteration Agreements from the CDFW, and the 401 Water Quality Certification from the RWQCB. MIG prepares technical studies required for these permits as well as the permit applications, and assists with agency negotiations.

HISTORIC RESOURCES

MIG's historic resources specialists have decades of experience in evaluating historic significance for properties in the Bay Area and statewide, and assessing the potential for impacts as part of the CEQA/NEPA review process, including under Section 106 of the National Historic Preservation Act. Our staff meet the Secretary of the Interior's Professional Qualification Standards and are certified to perform sensitive records searches at local and statewide repositories.

AIR QUALITY IMPACT AND HEALTH RISK ASSESSMENTS

MIG prepares the technical air quality analyses necessary to obtain CEQA and other permitting/regulatory approvals from regional, state, and federal air agencies. MIG prepares area and fugitive (e.g., dust and emissions from soil disturbance and material transfer), mobile, and stationary source emissions estimates using agency-recommended models. The emissions estimates developed by these models and methodologies are compared to regulatory thresholds of respective air quality management districts, CEQA significance thresholds, or other state or federal regulatory requirements as appropriate.

MIG is skilled in quantifying the emissions levels from all aspects of a project, comparing emissions levels and concentrations against applicable thresholds and developing project design features or mitigation measures that reduce project emissions and associated risks.

ENERGY

MIG also has expertise in evaluating the new energy impact requirements of the recently amended State CEQA guidelines, including how project energy consumption is estimated using information from air quality emissions estimates or modeling conducted for the project. MIG will then evaluate whether the project will result in the wasteful, inefficient, or unnecessary consumption of energy resources, including mobile sources. Energy-saving factors analyzed will include site layout and orientation, proximity to regional arterials, building design, and any trip-reducing or other energy-saving operations that result in the efficient use of available energy resources.

GREENHOUSE GAS (GHG)/CLIMATE CHANGE IMPACT ASSESSMENT

In California, local and use authorities are required to consider the effects of project- and plan-level greenhouse gas emissions as part of the CEQA review process. Many of the models (e.g., CalEEMod) and inventories (e.g., OFFROAD) MIG uses to estimate emissions of criteria air pollutants like particulate matter also quantify GHG emissions from common GHG sources, such as vehicles, electricity consumption, space heating, etc.



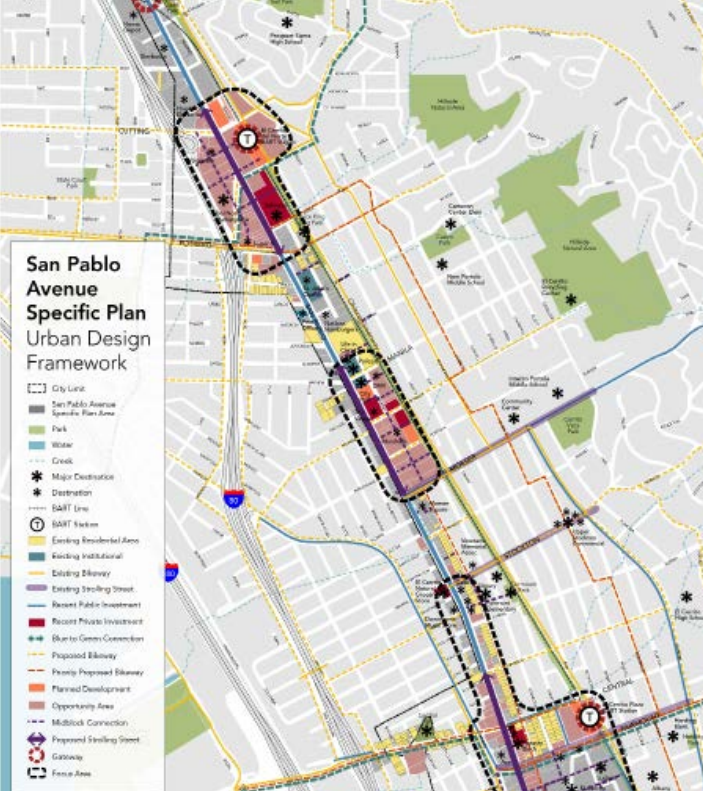
However, the methods for evaluating GHG emissions levels can differ from traditional air quality analyses because GHG emissions represent a global impact and there are a myriad of state, national, and international goals, policies, and programs adopted for the purposes of reducing GHG emissions. GHG emissions are also produced from less common but high-emitting sources, such as refrigerants and electrical insulators, that fall outside the scope of traditional air quality analyses.

MIG tracks the latest information from state, national, and international governing bodies regarding climate change projections and impacts, GHG regulations, and GHG efficiency targets, and uses this information to prepare clear, concise analyses of whether project- and plan-level GHG emissions would constitute a significant cumulative contributor to climate change impacts. Our analyses include the GHG reductions that would occur from existing regulatory and policy requirements, as well as reductions from voluntary design features and mitigation measures included in a project's design or developed as part of the environmental review process.

NOISE IMPACT ASSESSMENT

MIG performs noise monitoring and impact assessments for environmental analysis, mitigation monitoring, and other compliance purposes. MIG has the necessary expertise and equipment to monitor pre- and post-project noise levels, documenting in-situ attenuation patterns, and evaluating the effectiveness of noise-reducing insulation and infrastructure. MIG has monitored noise levels from construction equipment, traffic, public events (with and without amplified sound), and various types of stationary equipment (e.g., HVAC units, generators, concrete batch plants).

MIG collects and analyzes project-specific noise data to assess the compatibility of pre- and post-project noise levels with zoning and general plan requirements. We can clearly articulate noise impact findings to decision-making bodies and have worked with community members, project architects, municipal staff, and project proponents to develop mitigation in the form of operating restrictions, sound barriers, and sound power output limits that provide community and project benefits.



San Pablo Avenue Specific Plan, EIR, Specific Plan Update, and SEIR

MIG created the San Pablo Avenue Specific Plan, which standardizes design guidelines and development regulations along a major commercial and transit thoroughfare, providing a unified look and feel along the Avenue while helping to maximize the development potential of opportunity sites near BART stations and regional bus facilities. The San Pablo Avenue Specific Plan is a graphically rich, user-friendly document for all future land use and design decisions along the Avenue. MIG also prepared the Specific Plan Program EIR. After the EIR was certified in 2014, the City prepared the consistency analysis for the Hampton Inn, concluding that the project was consistent with the certified EIR and no more CEQA review was necessary, consistent with CEQA streamlining provisions.

Since adoption of the Specific Plan in 2014, El Cerrito has successfully implemented many development proposals and achieved most of the residential growth envisioned as part of the project. As a result, in 2019, MIG helped the City of El Cerrito update the adopted Specific Plan. The update consists of refinements and clarifications to the 2014 Specific Plan to provide more balanced and consistent administration of the plan's standards and guidelines. The Specific Plan Update is intended to increase residential and commercial development in the plan area and continue to support a vibrant, walkable, sustainable, and transit-oriented corridor that respects surrounding neighborhoods. The update anticipates a development capacity increase of approximately 2,500 residential units and 100,000 square feet of commercial square footage. The Supplemental EIR (SEIR) tiered off the previous 2014 Specific Plan EIR, revising the previous EIR to describe and analyze the differences between the 2014 Specific Plan and the Specific Plan Update. With the certified SEIR, the City can continue its CEQA streamlining for future individual projects.

PROJECT DETAILS

Client: City of El Cerrito,
City of Richmond

Location: El Cerrito, CA and
Richmond, CA

Dates: 2013 – 2022



Downtown Redwood City Precise Plan EIR and On-Call CEQA Services

MIG completed this program EIR, which addressed improving the pedestrian, bicycle, and transit environment of downtown Redwood City while retaining the area's historic character. Key environmental issues included: aesthetics (with an extensive shadow impacts analysis), land use and planning, historic resources (including a comprehensive downtown historical resources inventory), transportation (incorporating a pedestrian-priority mitigation approach), public services, noise, air quality, and climate change. This program EIR is the foundation for MIG's On-Call CEQA Services to Redwood City because the EIR was comprehensively prepared anticipating the use of CEQA streamlining provisions for future individual projects.

MIG is the on-call CEQA consultant to Redwood City to review downtown project applications and prepare initial studies using streamlining provisions available in CEQA and based on the MIG-prepared, City-certified Downtown Precise Plan EIR. The on-call work includes: (1) reviewing project application materials for completeness (including necessary technical studies); (2) evaluating potential environmental impacts of the proposed projects against the Precise Plan EIR and mitigation monitoring and reporting program using CEQA Guidelines Appendix G (Environmental Checklist Form); and (3) preparing the initial studies, including a determination of what, if any, additional CEQA analysis is required. The downtown projects include multifamily residential, office, and mixed-use residential-retail and office-retail developments.

PROJECT DETAILS

Client: City of Redwood City

Location: Redwood City, CA

Dates: 2009 – ongoing (On-Call)



San Bruno Transit Corridors Plan, EIR, and On-Call CEQA Services

MIG prepared both the plan and EIR for the San Bruno Transit Corridors Plan. Work on the plan and the EIR was integrated so that the plan's design and development standards proactively reduced potential environmental impacts. The EIR work scope focused on the following environmental issues: aesthetics, air quality, climate change, cultural and historic resources, hazards and hazardous materials, land use, noise, population and housing, public services, utilities, and transportation.

The program EIR is the foundation for MIG's ongoing, on-call CEQA services to San Bruno because the EIR was comprehensively prepared anticipating the use of CEQA streamlining provisions for future individual projects. To date, MIG has completed six initial studies, concluding that each project is consistent with the EIR and that no further CEQA work is required. All the projects have been approved.

PROJECT DETAILS

Client: City of San Bruno

Location: San Bruno, CA

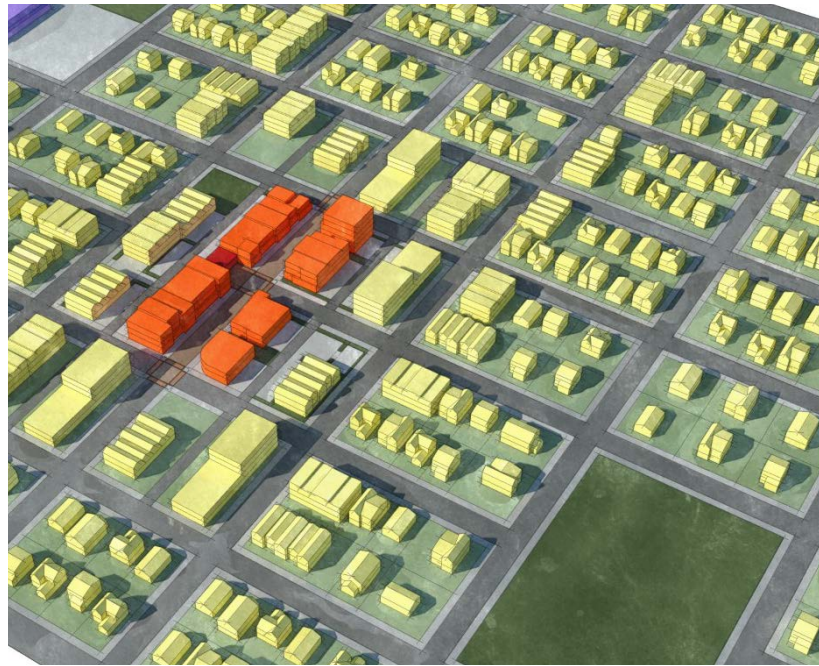
Dates: 2010 – 2012 (EIR)
May 2014 – ongoing (On-Call)

Qualifications—Planning

MIG staff are accustomed to managing large and small development applications through the entitlement process. On-site services include answering zoning questions, reviewing building permit plans for zoning and/or condition compliance, and processing over-the-counter permits. More complex project types include residential, commercial, mixed-use, institutional, recreational, and industrial development. We regularly interpret and apply policies, standards, and codes for tentative map, use permit, variance, development plan, and master plan applications. Our staff have extensive experience facilitating projects in compliance with California Planning, Zoning, and Development Laws and the Subdivision Map Act as they are expressed through local statutes governing discretionary applications. In particular, we will work with City staff to fulfill the noticing and processing requirements of the Permit Streamlining Act and other State laws.

MIG has in-depth experience in and the ability to:

- » Analyze development applications for compliance with all City policies and regulations;
- » Successfully manage multiple projects at once from submittal to approval, collaborating and working with City staff, the applicant, community groups, the general public, and stakeholders, including coordination of comments and interpreting information in a clear and organized manner while maintaining quality and staying within budget;
- » Maintain open communication with the Community Development Department and other departments;
- » Prepare CEQA determinations and/or peer review CEQA documents;
- » Write staff reports, resolutions, and conditions of approval;
- » Research and analyze economic, environmental, social, population, and physical factors and trends; as well as their impacts on land use;
- » Prepare for and make public presentations to citizen organizations, zoning administrators, planning commissions, and city councils;
- » Graphically present concepts and recommendations through graphs, charts, models, and plans; and



- » Respond to public inquiries related to projects, policy determinations, and code interpretations and provide general information to constituents. We are used to providing such services by phone, through email, and at the public counter.

Through this typical development framework, we work with stakeholders and constituent groups to define project objectives; collaborate with agencies and organizations; and generate materials to support communication. Our entitlement services include the following specific areas of knowledge:

Permit Streamlining Act

MIG staff are thoroughly versed in the completeness, public notice, and decision-making requirements established by the Permit Streamlining Act. We also understand and are able to incorporate necessary adjustments to Map Act Requirements imposed by CEQA or special requirements (e.g., telecommunication facilities).



Subdivision Map Act

Our staff have applied the Subdivision Map Act to a broad range of projects involving tentative map, parcel map, and final map applications including vesting tentative maps. Our experience includes lot line adjustments and condominium projects, as well as large and small land divisions.

State Housing Laws

MIG reviews large and small housing and mixed-use projects that are subject to State Housing Laws, including projects subject to SB330, SB35, and SB9. MIG's experience includes timely review for eligibility for ministerial approval and compliance with objective standards. We have also interpreted and applied State density bonus requirements as part of updating Housing Elements and local ordinances, as well as during the development entitlement process.

Customer Service and Application Processing

MIG staff are familiar with a variety of standard planning application processes to address inquiries and provide customer service in an efficient and effective manner. Our staff have experience in providing counter service and processing application submittals through local permitting software such as e-TraKIT, Accela, and iWorq.

GENERAL PLAN, SPECIFIC PLAN, AND ZONING CODE IMPLEMENTATION

MIG has worked with municipalities all over California to interpret and apply General Plan policies and Zoning Ordinances to development applications through the entitlement process. Our staff have also prepared General Plans, Specific Plans, and Zoning Codes to help cities address their policy objectives. We will use this experience to support consistent, coherent interpretation and application of General and Specific Plan policies and Zoning Code standards.

Zoning

MIG has prepared zoning code amendments for jurisdictions throughout California, ranging from loading standards for a largely industrial jurisdiction to accessory dwelling unit ordinances, to crafting of objective design standards, to comprehensive zoning code overhauls. Much of our work has focused on implementing local housing policy and ensuring that processes and procedures are clear, understandable, and easy to use.

Specific Plans

MIG creates action-oriented and context-sensitive specific plans that can be used as economic development tools. Our specific plan work has addressed industrial districts, suburban corridors, and comprehensive housing developments.

Additional Services

Should Pinole require additional expertise beyond the core team presented within this submittal, MIG will be able to draw on additional staff resources, providing specialized knowledge. Examples of technical expertise that could augment our services include:

Housing Programs

MIG staff are familiar and experienced with housing legislation in California and the implications to housing policies and programs administered by cities and counties. We can support City efforts to identify innovative ways to provide affordable housing and can immediately assist the City in pursuing federal and State grant applications.



General Planning Services

MIG has a successful track record in the planning and design of environments that contribute to community livability. Our dedicated staff have the experience to guide our client communities through every step of environmental regulatory compliance; restoration design and implementation; technical studies; and climate action plans. As a complement to our planning, design, and development services, we bring critical information into the process, and ultimately into key decisions impacting feasibility and success of project implementation.

Annexations

MIG has facilitated policy- and project-driven annexations including preparing the necessary service analyses, pre-zone properties, and LAFCo applications. Working on behalf of LAFCOs, municipalities, and developers, our staff have prepared Municipal Service Reviews, Plans of Services, and environmental analyses to support action on these documents.

Graphics and Communications

MIG's graphic designers and copywriters are adept at converting complicated city planning topics into inviting visuals that are accessible for members of the general public and limited-English speakers to understand. Working as an extension of City staff, our staff creates materials that are friendly, transparent, and easy to understand.

Community Outreach and Meeting Facilitation

MIG's on-call planning services include other services such as community engagement, including materials, online surveys, and community workshops. MIG develops templates for promotional paper and digital flyers for print and digital distribution and social media graphics for distribution on social media accounts; and creates posters and materials that present visualized materials for the community's website and social media platforms. MIG also develops draft press releases to inform residents about planning efforts to be undertaken.

GIS Services

MIG staff can provide Geographic Information Systems support, whether in data collection, data review and management, or project-related analysis.

ADA Compliance

Our in-house Americans with Disabilities Act codes and standards experts can provide plan review services if required.

Other Services

When you hire MIG, you gain access to the whole firm. Our work is supported by a diverse team of in-house planners, urban designers, landscape architects, engineers, environmental scientists, graphic designers, facilitators, and public engagement specialists to provide innovative, inspiring, and practical solutions to community challenges. Once assigned, every planner has access to the experience and expertise of more senior staff, whether or not that senior staff is assigned to a jurisdiction.



Richmond On-Call Planning Services

MIG is currently providing on-call planning services to the City of Richmond's Community Development Department to assist with staff transitions, increased development activity, and special long-term projects. Our services include general support to the Planning Division and being on call for on-site counter services.

MIG staff processes and reviews development applications including industrial and multifamily residential design review projects, density bonus incentives, lot splits, lot line adjustments, small-lot subdivisions, and conditional use permits. MIG's assistance and thorough review ensures that each project complies with State law timelines and requirements, including the Permit Streamlining Act, California Environmental Quality Act, Subdivision Map Act, SB330, SB9, SB35, and Density Bonus Law.

For each project, MIG staff act as an extension of City staff and are intimately involved in all aspects of permit processing. We bring each project through all steps of the entitlement process, including internal review by the Technical Review Committee, the Zoning Administrator, Design Review Board, Planning Commission, and City Council, as required. Upon assignment of a project, MIG staff are proactive in initiating and maintaining an open line of communication with applicants, City staff, and other City Departments, and we work with applicants to ensure projects meet the City's policies and regulations. MIG's graphic designers are also creating infographics for the Planning Division. Two initial projects include visually explaining zoning requirements and educating the community about how and where accessory dwelling units can be built.

PROJECT DETAILS

Firm: MIG

Client: City of Richmond

Location: Richmond, CA

Reference: Hector Rojas,
Planning Manager,
(510) 620-6706
Hector_rojas@ci.richmond.ca.us

Dates: 2023 – Ongoing



Town of Moraga Contract Planning Services

MIG has provided as-needed on-call and on-site planning services to support the needs of the Town of Moraga since 2021. Our work has augmented Town staff during periods of staff shortage, staff leave, and increased workload.

MIG is currently providing on-site services two days per week at the assistant planner level. Support has included staffing the planning counter, reviewing and processing administrative design permits, variances, design review, and over-the-counter applications. MIG staff also assists the Town of Moraga in facilitating community engagement such as creating marketing materials to comply with the Town's 6th-cycle Housing Element objectives and assisting at a General Plan Update community workshop.

Moraga has a highly involved citizenry, and the Town has a high customer service standard for all staff and consultants. In this capacity, we have assisted the public in navigating the permitting process, facilitated inter-department coordination, provided briefings for decision-makers, and presented projects at public meetings through coordination with Town staff.

PROJECT DETAILS

Firm: MIG

Client: Town of Moraga

Location: Moraga, CA

Reference: Afshan Hamid
Planning Director
ahamid@moraga.ca.us
(925) 888-7043

Dates: 2021; 2024 – Ongoing



San Joaquin County Contract Planning Services

MIG is currently providing on-call contract staffing to support San Joaquin County's Community Development Department. Projects included entitlements for a battery storage facility to be connected to a PG&E facility, as well as peer review of the associated Environmental Impact Report. The battery storage project requires extensive grading and is on a site that contains biological resources. MIG's work included senior and associate planner work to conduct completeness, coordinate extensively with the applicant, and manage the EIR process on behalf of the County. MIG is currently processing a Use Permit application for Tracy Dirt, a project proposing parking for 390 trucks and 390 trailers, which will also require environmental review.

MIG also provided project management services to the County prior to the recently voter-approved Mountain House. MIG reviewed the Comprehensive Fiscal Analysis required by the State, coordinating extensively with LAFCo and the Community Development Department.

MIG's ongoing work in San Joaquin County requires responsive communication, problem-solving, and the facilitation of interactions between multiple agencies, organizations, and stakeholders.

PROJECT DETAILS

Firm: MIG

Client: County of San Joaquin

Location: San Joaquin County

Reference: Corinne King, Deputy Community Development Director
cking@sjgov.org
(209) 953-7509

Dates: 2022 – Ongoing



Smoky Hollow Specific Plan Update and Program EIR

Named for plumes of refinery steam that once clouded the area, Smoky Hollow experienced a slow, but steady transition from run-down industrial to hip creative cluster as small businesses renovated and reused existing buildings rather than wait for new development and regulatory changes. MIG worked closely with the City and district stakeholders to develop a zoning framework that would support and sustain this transition.

Through extensive research, analysis, and community engagement, MIG examined and addressed issues that were preventing the district from reaching its full potential, including lack of parking, aging infrastructure, outdated regulations, and poor pedestrian and bicycle accommodations. The new Specific Plan offers bold, yet practical solutions to create the synergy and “experiential living” that people desire while retaining the area’s historic character. Standardized parking ratios, revised street configurations, and decorative paving and crosswalks address parking shortages and encourage walkability. Newly allowed uses expand opportunities and encourage partnerships that leverage both human and social capital. The programmatic EIR also serves to streamline the review process for future development.

Finally, the Specific Plan has become an economic development generator that “markets” the district to developers and businesses. With MIG’s Tangerine software, the Plan is readily accessible and web-searchable, enabling current and future residents, property owners, and businesses to refer to it for guidance and direction. Since its adoption in September 2018, the City has implemented a parking in-lieu fee; authorized a pilot project to incrementally increase on-street parking; and received multiple applications for several major redevelopment projects, building additions, and use changes. With this Plan, Smoky Hollow is well on its way to becoming a leading creative incubator district for the region.

PROJECT DETAILS

Firm: MIG

Client: City of El Segundo

Location: El Segundo, CA

Reference: Gregg McClain
Former Planning Manager,
City of El Segundo/Current
Director of Planning and Community
Development, City of Hawthorne
(310) 349-2970
gmccclain@cityofhawthorne.org

Dates: 2015–2018



San Luis Obispo Zoning Regulations

The City of San Luis Obispo retained MIG to comprehensively update its Zoning Regulations following adoption of a new General Plan Land Use and Circulation Element (LUCE). Initially the City focused on revising the Zoning Regulations to ensure consistency with the LUCE; however, MIG recommended—and the City concurred—that an overhaul was needed to improve code administration and more comprehensively address concerns of residents and the business community. Substantive changes involved writing new parking regulations to encourage a 20% mobility mode shift, addressing land use interface issues, modernizing land use regulations, and simplifying administrative procedures. Extensive discussion revolved around the issue of tiny homes and how best to accommodate them to expand the supply of affordable housing.

The project involved community workshops and joint City Council/Planning Commission study sessions to explore options for implementing LUCE policy.

PROJECT DETAILS

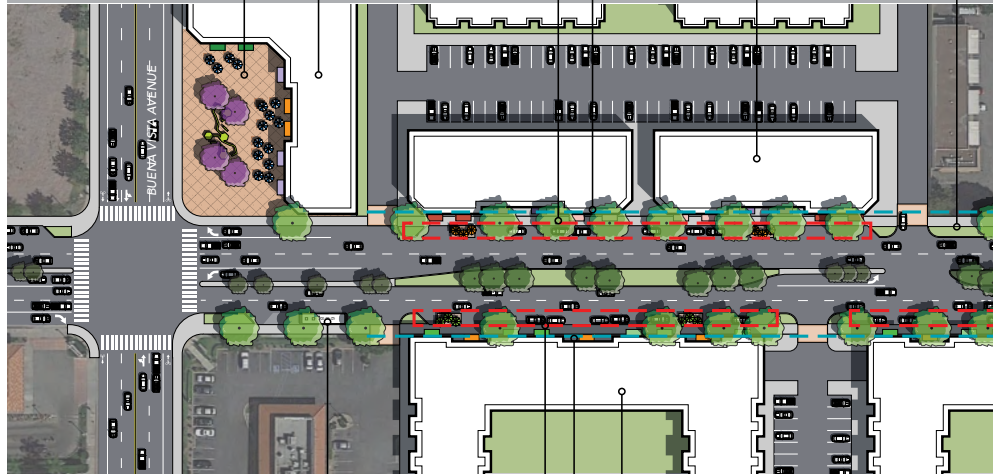
Firm: MIG

Client: City of San Luis Obispo

Location: San Luis Obispo, CA

Reference: Doug Davidson, City of San Luis Obispo
(805) 781-7177

Dates: 2017 – 2018



Duarte Town Center Specific Plan

With no historic town center or central gathering spot, the City of Duarte lacked “sense of place.” Residents desired a pedestrian-oriented place to comfortably shop or stroll along storefronts, relax with friends in a plaza, or come together for community events. In response, the City initiated work on a Town Center Concept Plan with MIG to foster the eventual development of such a place in the early 2000s. Adopted by the City Council in 2003, the Town Center Concept Plan envisioned a community-oriented, walkable, mixed-use activity center in the heart of Duarte. In 2012, the City hired MIG to prepare a specific plan to implement that Vision.

The specific plan was envisioned as the mechanism to encourage and promote mixed-use development and set forth a plan for streetscape improvements along an approximate one-mile stretch of Huntington Drive creating Duarte’s core town center area. This area will be enhanced and activated through a variety of public and private improvements. With the opening of the Duarte Metro Gold Line Station, the original Town Center concept has been expanded to also include Highland Avenue in this new planning effort. The expansion accommodates enhanced mobility options to and from the Gold Line station area, as well as promotes additional TOD opportunities in Duarte.

The Duarte Town Center Specific Plan is an action-oriented plan that sets standards and guidelines for new building forms, as well as land use and mobility regulations for activities within the Town Center. The Plan seeks to create a memorable, accessible, and economically vibrant Town Center. The Specific Plan is the result of extensive community engagement, planning, and design efforts. It builds upon community desires and aspirations from residents, businesses, property owners, stakeholders, City staff, the Planning Commission, and City Council.

Resulting from our successful completion of the Specific Plan, MIG was selected to prepare the Duarte Town Center Greening and Traffic Calming Plan. A collaboration with SCAG and the City, the Greening and Traffic Calming Plan represents a critical step toward implementing the Specific Plan with landscape design details needed for the City to contract for roadway construction plans and achieve its goals for attractive multimodal travel corridors, economic vitality, and placemaking.

PROJECT DETAILS

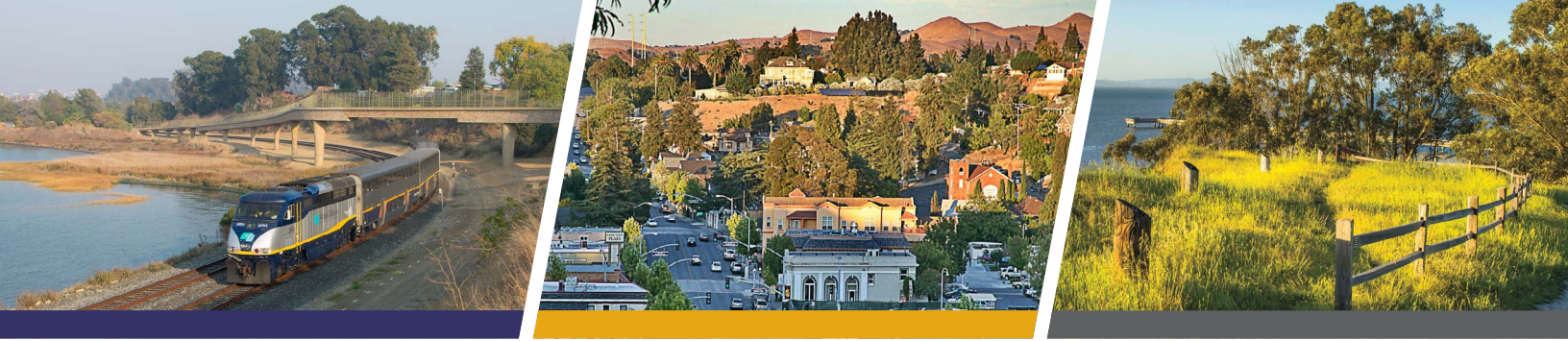
Firm: MIG

Client: City of Duarte

Location: Duarte, CA

Reference: Craig Hensley,
Community Development Director,
City of Duarte
(626) 357-7931 ext. 232
chensley@accessduarte.com

Dates: 2002–2003; 2012–2016



Organization and Staffing

At MIG, our greatest strengths are our individual staff members, who bring their training, skills, life experience, and professional acumen to each project. MIG brings two well-rounded teams with expertise in a wide range of fields to cover any sort of work order arising from this contract.

The lists below include all proposed team members, with organizational charts on the following pages. Resumes for our key team members are included in the Resumes and References section, beginning on page 29. Support staff are marked as such in the staff list. MIG can provide resumes for our support staff upon request.

Environmental Staff

Paula Hartman, Esq., will serve as the Principal-in-Charge for on-call environmental planning and CEQA services. **Ray Pendro** will serve as Project Manager for environmental review (CEQA) services and specialty environmental analysis and studies. Ray brings over 35 years of experience in environmental planning, and he has prepared and managed hundreds of EIRs and other environmental documents.

MIG Staff

- » **Paula Hartman–Principal-in-Charge**
35 years of experience
Member, California State Bar
Member, Association of Environmental Professionals

- » **Ray Pendro–Project Manager, Director of Environmental Planning**
30 years of experience
Member, Association of Environmental Professionals
- » **Mike Campbell, AICP–Director of Environmental Analysis**
35 years of experience
Member, Association of Environmental Professionals
- » **Christopher Dugan–Director of Air Quality, GHG, and Noise Services**
14 years of experience
Expert project director and data modeller
- » **Taylor Peterson–Director of Biological Analysis**
40 years of experience
Wetland Training Institute, Wetland Delineation Certificate
- » **Barbara Beard–Senior Project Manager**
30 years of experience
Specializes in project management and CEQA document preparation
- » **Steve Ridone–Senior Environmental Planner**
13 years of experience
Member, Association of Environmental Professionals
- » **Miranda Miller–Environmental Planning Assistant**
5 years of experience
Experienced environmental planner and reviewer for permit applications and project documents
- » **Christina Lau–Senior Environmental Analyst**
20 years of experience
Project manager, writer, and reviewer for CEQA and NEPA environmental documents
- » **Kate Werner–Senior Project Manager**
30 years of experience
Expertise in CEQA analysis, planning, land use issues, and CEQA document management

- » **Rose Redlich–CEQA Analyst**
6 years of experience
Expertise in permit applications, land use policy research, and CEQA document preparation
- » **Philip Gleason–Senior Air Quality and Noise Analyst**
8 years of experience
Specializes in preparation of Air Quality, Greenhouse Gas, and Noise technical environmental analyses
- » **Kasey Kitowski–Air Quality and Noise Analyst**
2 years of experience
Specializes in preparation of Air Quality and Noise technical environmental analyses
- » **William Deeman–Analyst**
5 years of experience
Expertise in preparing technical environmental analyses, and noise measurement and monitoring
- » **Kim Briones–Senior Biologist, Project Manager**
18 years of experience
CDFW Special Use Permit (S-210530001-21053-001)
Authorized to independently conduct bumble bee sampling for the CA Bumble Bee Atlas
CA Bumble Bee Atlas Survey Training (March 2022)
- » **Megan Kalyankar–Senior Biologist/Environmental Analyst**
16 years of experience
Trained Wetland Delineator, Romberg Tiburon Center
- » **Eleanor Cox–Preservation Specialist**
10 years of experience
Certificate of Completion, Section 106: A Review for Experienced Practitioners, National Preservation Institute, San Francisco, CA
Meets the Secretary of the Interior’s Professional Qualification Standards in History and Architectural History
- » **Gretchen Hillyard Boyce–Senior Historic Resources Specialist**
16 years of experience
Meets the Secretary of the Interior’s Professional Qualification Standards in History and Architectural History
California Preservation Foundation
- » **David Gallagher–Senior Biologist (support)**
7 years of experience
California Department of Fish and Wildlife Plant Voucher Collecting Permit
Wetland Delineation Certification

- » **Betty Kempton–Senior Biologist, GIS Analyst (support)**
17 years of experience
Wetland Training Institute Wetland Delineation Certificate, 2011
Flat-tailed Horned Lizard (FTHL) Authorization (Title 14) 2012 (No Expiration)
Federal recovery permit for listed vernal pool branchiopods, Permit No. TE-96483A (Expired)
CDFW Authorization to Collect Voucher Specimens of State-listed Endangered and Threatened Plants. Permit No. 2081(a)-24-003-V (Expiring 12-31-2026)

Subconsultant Staff

BASIN RESEARCH ASSOCIATES

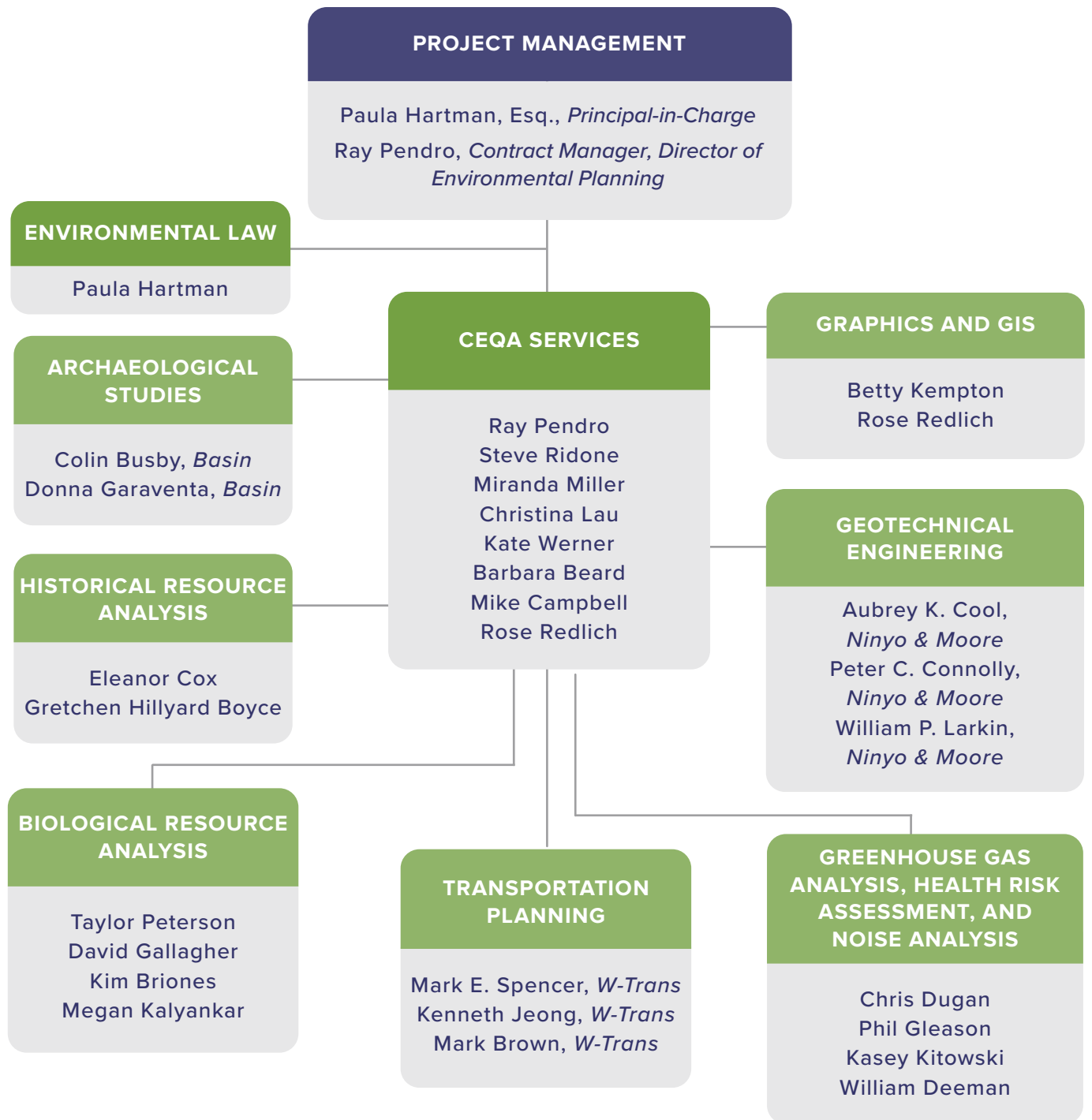
- » **Colin Busby–Principal Archaeologist**
50 years of experience
Register of Professional Archaeologist (RPA #10186)
- » **Donna Garaventa–Senior Research Scientist**
42 years of experience
Register of Professional Archaeologist (RPA #10185)

NINYO & MOORE

- » **Aubrey K. Cool–Principal Geologist**
17 years of experience
PG 7659 (California)
- » **Peter C. Connolly–Principal Engineer**
20 years of experience
PE 61547 (California), GE 2707 (California)
- » **William P. Larkin–Principal Environmental Scientist**
30 years of experience
Certified Asbestos Consultant, No. 99-2688

W-TRANS

- » **Mark E. Spencer–Senior Principal Transportation Engineer**
34 years of experience
Traffic Engineer #1737 (CA), Institute of Transportation Engineers (ITE), Fellow, International Director, 2021 – 2023
- » **Kenneth Jeong–Senior Traffic Engineer**
23 years of experience
Traffic Engineer #2787 (CA)
Institute of Transportation Engineers (ITE) Member
- » **Mark Brown–Associate Planner**
24 years of experience
Provides support for transportation impact studies, GIS, mapping, and transportation planning services



Planning Staff

Dan Amsden will serve as Principal-in-Charge for on-call planning services, including long-range and current planning.

Shawna Brekke-Read will serve as the Project Manager for planning services. Shawna has over 30 years of experience in public, non-government, and private sectors. As a director and municipal manager, she has overseen planning, building, housing, economic development, and permit services.

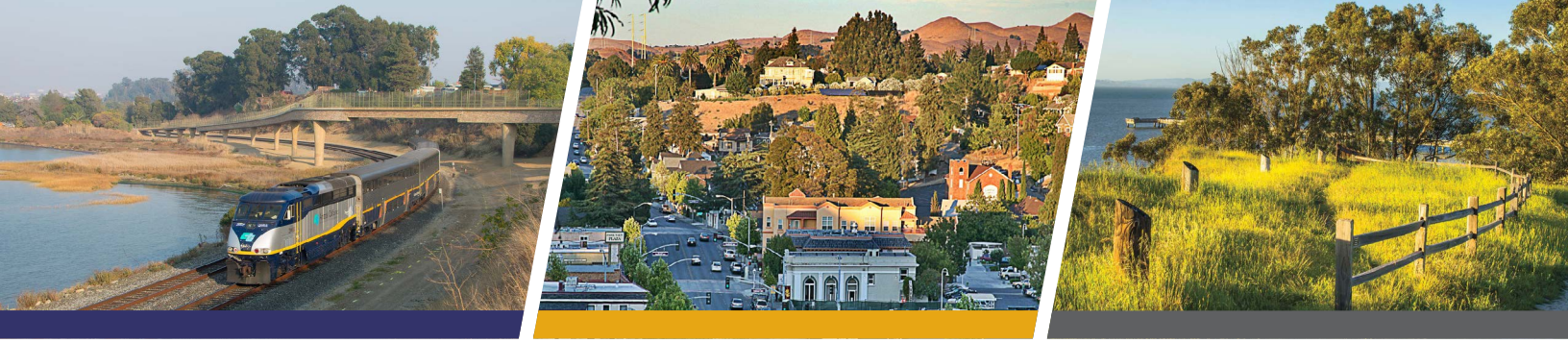
Dan and Shawna have the experience and expertise to provide the kind of service and results for which MIG is known. Working with your staff or the public, Dan and Shawna can address conflicts and challenges, finding intelligent and well-communicated solutions.

MIG Staff

- » **Dan Amsden—Principal-in-Charge**
24 years of experience
American Planning Association
APA California Board Member—Sacramento Valley Section, Diversity Inclusion Directors
Society for College and University Planning
- » **Shawna Brekke-Read—Project Manager/ Director of Contract and Professional Services**
30 years of experience
Expert in permit streamlining and process audits, housing implementation, development code/zoning amendments, and objective design standards
- » **Genevieve Sharrow—Project Manager**
19 years of experience
American Planning Association
- » **Deborah Drasler—Senior Planner**
26 years of experience
Experienced with land use regulations, CEQA requirements, Subdivision Map Act, Coastal Act, and policies and procedures
- » **Emily Sanchez-Resendiz—Planning Project Associate**
6 months of experience
Experienced with Form-Based Codes and planning outreach initiatives

- » **Dana Ayers— Land Use and Environmental Planner**
24 years of experience
Expert in municipal, county, environmental and land use planning and permitting
- » **Virginia Morgan—Contract Planning Associate**
1 year of experience
Experience with contract planning in multiple jurisdictions across California
- » **Christine Scott Thomson—Senior Project Manager**
25 years of experience
American Institute of Certified Planners (AICP)
LEED Accredited Professional (LEED AP)
- » **Mukul Malhotra—Principal**
29 years of experience
Expert in urban design and streetscapes
- » **Gabrielle DeLavallade—Planning Project Associate (support)**
6 months of experience
Expertise in contract planning, including permit application reviews and design guidelines
- » **Sagarika Nambiar—Project Associate (support)**
2 years of experience
Experience with urban design and planning
- » **Shikha Merchant—Urban Design Project Associate (support)**
9 years of experience
Combined architecture and landscape design experience





Description and Approach

Project Understanding

MIG understands that the City of Pinole Planning Division seeks to select firms to provide two types of professional city planning services over the next four years:

- » **Environmental Services** to perform a variety of environmental planning tasks to assist the Division with environmental documentation and technical studies to comply with CEQA, and
- » **On-Call Planning Services** to perform a variety of general planning services related to development and land use project review including site visits, public counter services, environmental determinations, technical plan check, and map review on an as-needed basis to augment its planning staff.

MIG further understands that the City of Pinole expects the on-call assistance may require the services of the equivalent of one Senior Planner, three days per week in person.

The City's Planning Division has had two full-time planning employees in the last two years, with an on-site contract senior-level planner three days per week.

We understand that in the last five years, the City has experienced a substantial increase in development, issuing an average of about 900 residential building permits per year. The Planning Division's workplan calls for major projects, including development entitlement requests and long-range planning projects. The City has a significant workload underway, including a new Health and Environmental Justice Element and an updated Safety Element. In the coming years, Pinole will need to implement the Housing Element, including changes and amendments to the Three Corridor Specific Plan and Zoning Ordinance.

MIG understands that there is a wide range of development project types in the City of Pinole, from administrative-level design review, use permits, and minor deviations that the Community Development Director can review and approve to comprehensive design review, conditional use permits, and variances that require Planning Commission review and approval; to specific plan amendments, development agreements, and zoning amendments requiring City Council approval. MIG is prepared to handle the full range of projects, both large and small, controversial or not. We understand that on-call planning support requires the ability to provide on-site services. We work with our clients to place the right planner with the right skillset, and our senior- and early-career staff can augment those on-site services as needed. We also understand that development review and project processing services require an understanding of the Pinole General Plan, including the 6th Cycle Certified Housing Element 2023–2031, the Three Corridors Specific Plan including the Private and Public Design Guidelines, and Design Guidelines (Old Town and Residential). In addition, the City has two different types of zoning districts, including special purpose districts for planned developments and specific plans.

Finally, MIG understands that the City of Pinole operates in a personalized way, providing a high level of service to its community. The Planning Division manages current and long-range planning. The current planning process uses a consolidated development permit application that includes an application checklist and can be submitted and resubmitted to City staff via email.

CURRENT PLANNING SERVICES

MIG provides supplemental staff support and expertise to help jurisdictions manage development applications and special projects. Our services range from full-time staff, including entire planning departments to interim, part-time, and on-call contracts. We currently have on-call contracts with a number of cities and counties to provide as-needed contract staff. We often work with three-party contracts where developers agree to pay the jurisdiction for the services of a contract planner to manage their particular project. Our planning services run the entire gamut of planning, including all functions provided by planning agencies.

We do not assign junior-level staff where seasoned planners are needed. Once assigned, every planner has access to the full breadth of expertise of any member of our senior staff, regardless of whether that senior staff member is assigned to a jurisdiction.

On-call assignments are generally application driven, or influenced by workloads and staffing fluctuations. MIG will work with City staff to establish a workplan appropriate to the situation. For counter services, we will work with City staff to be available on- or off-site, as the City requires, on a schedule agreed upon with City staff to provide services such as phone, email, and meetings; schedule coordination; as-needed staff meetings; other departmental coordination; and review and processing of routine or more complex project applications. For development review and more complex development projects, MIG will prepare a Task Order, including a scope of work and budget; review the applications; draft incompleteness letters if needed; review the project against all City codes, general plans, and State requirements; draft all staff reports and CEQA documents; and ultimately, present the project to a hearing body.

While this approach is typical for most on-call planning needs, it is not the only one we have to offer. We are happy to work with the City to find the approach that will meet your needs.



ENVIRONMENTAL/CEQA SERVICES

MIG will work closely with City staff to assist with environmental review and oversee preparation of planning and CEQA documents and technical reports for both private and City-initiated projects, attend meetings and hearings, regularly interface with City staff and other City consultants, and support staff with the preparation and filing of CEQA-mandated notices. Our technical experts will support the CEQA documents by reviewing technical reports in the areas of biology, energy, historic evaluation, noise and vibration, and air quality/GHG. MIG's CEQA and technical analysts and planners are well suited to providing a range of environmental services. MIG's senior staff are all seasoned professionals, who will interface with City staff, direct the preparation of environmental documents, and represent the CEQA, biology, and other technical documents at public meetings. MIG has the depth and availability of staff to fully support the City on multiple projects. MIG has multiple Directors and Senior Project Managers, as well as a full complement of analysts and technical specialists. We can support all technical needs of a project with the full team of professionals we have presented in this submittal, or our CEQA analysts could work with technical analysts hired directly by the City or project applicant. In addition, MIG can also provide a complementary suite of services, including mitigation monitoring, permitting, ADA compliance, facilitation, construction documentation and observation, and website design and hosting.

MIG has successfully initiated, organized, and managed a diverse array of projects both locally and nationally from our Berkeley and San José offices. We understand how to efficiently and effectively formulate project teams, develop budgets and scopes, and align expectations between the City and our Team. The following work plan process applies to task orders for both our environmental and planning services.

Developing a Project Work Plan

We approach each work order the same—large or small. This attention translates into exceptional service for the City of Pinole with dedicated MIG Team project managers and technical staff working directly with you to deliver quality individualized products. The MIG Team has an established work order response process that has been successful on similar on-call contracts. Within 24 hours of a request from the City, Ray Pendro or Shawna Brekke-Read will contact the City’s project manager to discuss the work order. MIG can accommodate tight timelines even if the team is completing multiple work orders simultaneously.

BALANCING REQUESTED SCOPE AND AVAILABLE BUDGET

Our scope, schedule, and budget negotiation process consider scope and budget consistency prior to beginning work. MIG understands the City’s contracting and scope negotiation process, including scope and budget alignment. We have found that the following steps help maximize efficiency and use of budget:

- » **Identifying appropriate staff to work on the deliverable.** While the project manager will always be involved, less expensive technical staff can be assigned to complete tasks with project manager oversight.
- » **Speeding up delivery.** Even small work orders have down time that still include management and administrative time. We’ve found that by shortening schedules, we can often save on invoicing and coordination costs that can be redirected to deliverables.

- » **Combining meetings.** We can combine meetings or schedule multiple meetings at the same location to reduce travel costs. We have also found that combining technical and community advisory committees can save money and also provide better cross-pollination between the two groups, bringing transparency to a project.
- » **Combining tasks and identifying contingency elements.** Depending on the work order, some tasks can be combined, saving both time and money. We may identify contingency tasks that, depending on the outcomes of completed deliverables, may or may not be needed. This provides flexibility for the City to determine the most appropriate direction and use of funds.
- » **Managing the work order for cost savings.** During the work order completion, we manage the project and deliverable with the mindset that saving money on tasks, where possible, means being able to do more elsewhere. We are always looking for ways to streamline deliverables without affecting quality.

DEVELOPING AND MANAGING WORK ORDERS

We typically complete the following steps to ensure that expectations are clear for both parties about the expected deliverables, schedule and budget, while building in flexibility because projects don’t always go as planned.

Phase 1: Pre-Contracting

Within 24 hours of receiving the draft scope, the contract manager will schedule a conference call with the City’s project manager to discuss the request, including anticipated deliverables, schedule, and assumed budget. Depending on the needs of the project, the contract manager will identify appropriate staff and availability for the duration of the project.

Within 72 hours, the MIG project manager will review the draft scope and develop a preliminary budget and schedule. We will then coordinate with the City’s project manager to refine the schedule and scope and identify key milestones such as public meeting dates and workshops, deliverables, and final products.

Phase 2: Project Completion and Quality Control

Work orders will often have tight timelines and budgets, requiring high-quality deliverables from the first draft. MIG uses the following procedures to complete, manage, and monitor a work order:

- » **Stay on Scope.** While there are often changes throughout a work order, the scope is a framework to complete a project. The City and MIG Team project manager will have developed a scope of work together. We will track progress and identify any out-of-scope issues immediately.
- » **Build Quality Control into Every Deliverable.** We've established specific project management tactics and tracking to manage work orders and deliverables. As part of our QA/QC process, every deliverable will be reviewed by MIG's Project Manager for this on-call contract (Ray Pendro or Shawna Brekke-Read), in addition to technical experts with a solid understanding of the materials. After the City's project manager reviews the final deliverables, the MIG Project Manager will discuss the final products with the City's project manager to identify how well the final deliverables meet their needs and standards.
- » **Track the Project Budget.** The MIG Team project manager will work with the City's project manager to identify an invoice system that meets the City's invoice requirements. MIG has real-time project budgeting and monitoring software to ensure budget allocations and expenditures are aligned and support project success. Once the schedule and final budget have been set, the hours and costs by each team member will be generated each month and cumulatively for the monthly project invoice. This provides the basis for reviewing actual hours against estimated expenditures.
- » **Maintain Client Involvement.** The MIG Team project manager will coordinate regularly with the City's project manager to discuss deliverables, review the work in progress, and identify any potential scheduling issues before they become problems. We typically schedule weekly or bi-weekly coordination calls, depending on the need for the work order.

- » **Plan for Change.** Very few projects go exactly as planned. When issues arise, MIG has a clear process to address changes maintaining the integrity of the scope and ensuring consistency in our deliverables. Our process is to:

- Clearly identify the reasons for the change and determine any potential impact to the project;
- Advise and seek input from the City and the project team regarding the change; and
- Develop a plan to adopt or modify the needed change and monitor it for unintended consequences.

Phase 3: Project Closeout

Upon completion of the work order, MIG's Contract Project Managers (Ray Pendro and Shawna Brekke-Read) and the work order project manager will contact the City's project manager to complete a formal debrief of the work order. We always want to know what went well and how we can provide the best service on the next task.

Project and Team Management

Successfully completing this project on time and on budget will require careful scheduling to ensure efficient and cost-effective use of time and resources. The proposed Scope of Work and associated timeline included in this response have been discussed with all of our team members and are achievable given the available resources and experience of MIG and its partners. We look forward to working with you to develop a more detailed and refined Scope of Work and project schedule.

COMMUNICATIONS AND DOCUMENTATION

For work orders arising from this on-call contract, we propose both in-person and virtual project management team meetings. The MIG Team will use video conferencing or screen-sharing during our regular check-ins. We will also provide weekly status updates via email and monthly progress reports with invoices. MIG will provide agendas for all internal and public-facing meetings. We will also provide meeting summaries for all public-facing meetings and an engagement summary at the end of each phase of the project.

MIG RESOURCE PLANNING

To most effectively tap into the depth of resources MIG has across its offices and business units, we utilize a sophisticated internal resource planning system. This allows us to anticipate periods of intense activity and ensure we plan to have key staff and resources available for meeting preparation, analysis, content development, and creation of communication and visualization materials as each plan builds up to key milestones. Our subconsultants have comparable systems to coordinate resources.

QUALITY MANAGEMENT PLAN

We place a strong emphasis on Quality Assurance/Quality Control for all our work. Quality deliverables that are backed up by clear and accurate data are critical to the success of a project. We understand that your credibility with community stakeholders and the public depends upon timely, high-quality products. We will develop and implement a rigorous QA/QC program to ensure the integrity of deliverables.

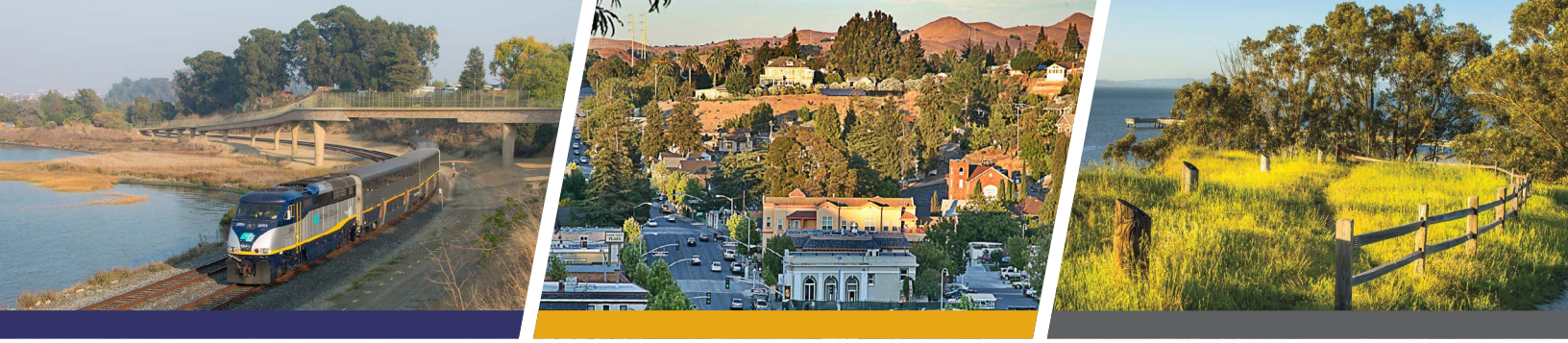
At the start of each project, we develop a Quality Management Plan (QMP). The QMP will be applied to each deliverable, addressing known and anticipated project issues and potential concerns, as well as the overall goals for the project. We will distribute the QMP to our subconsultants and brief them on these procedures during initial project meetings so everyone on the team is following the same policies for review, documentation, and edits.

Our QMP process will include internal reviews and independent qualified technical reviews with procedures to define the following key elements:

- » Roles and responsibilities
- » QA/QC expectations and procedures
- » Production standards and style guides to provide consistency across the project's deliverables
- » Retention procedures for review documents in accordance with adopted City protocols
- » Project Manager reviews of all work products prior to submittal to the City to confirm overall project accuracy and coordination
- » Procedures for assuring the free flow of information between team members and City staff, including notification of project changes and issues via project logs such as the decision log, action log, change log, and risk registry
- » Maintenance of project schedule, including QA/QC review intervals along with deliverable revision to address QA/QC comments
- » Regular review of the QMP with the project team to identify where refinements can be made to improve the process

QA/QC REVIEWERS

While all staff are held responsible for the quality of their work, we will also utilize QA/QC reviewers. Our QA/QC reviewers will be provided supporting documentation and deliverables for their use in confirming elements are coordinated across disciplines and for constructability review. Once the QA/QC reviewer completes their review, they will meet with team members responsible for preparing the deliverable.



Schedule of Work

Schedule Management

At MIG, internal time and task management are very important. We will work with City of Pinole staff to prepare a project management plan for each work order arising from this contract.

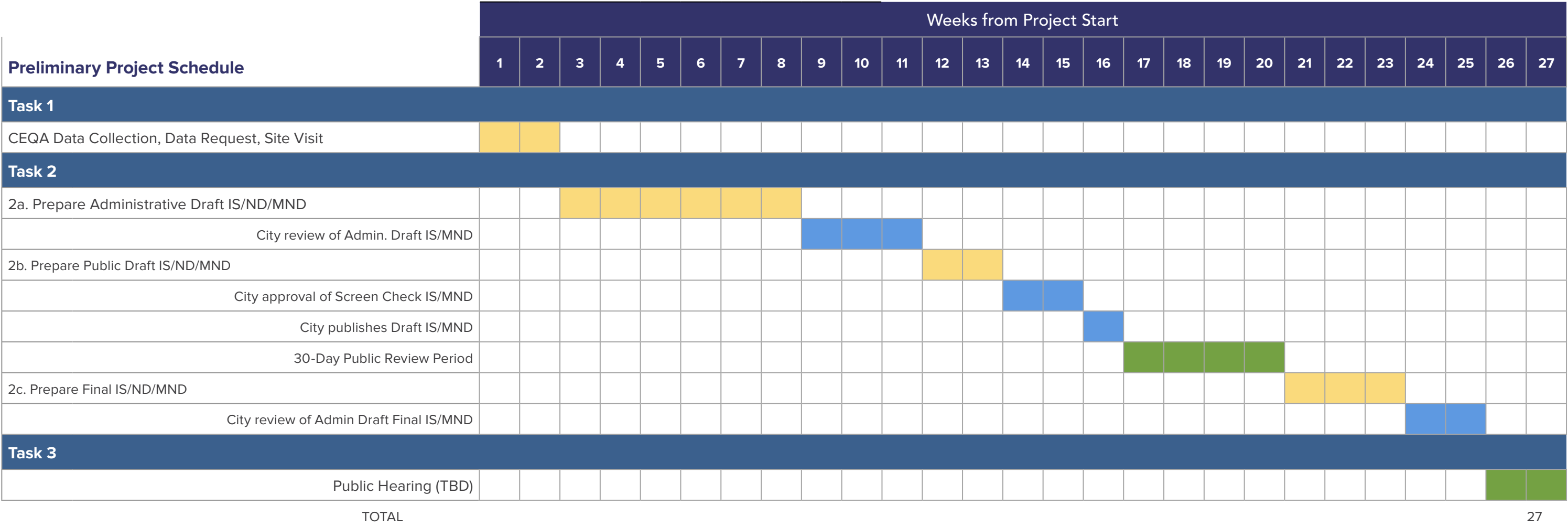
Meeting your deliverables means that we adhere to a system that informs us internally and identifies the needs of our subconsultants. We will establish a phase-based timeline for deliverables and an associated level of effort to track the budget. We use Deltek Vision project planning software that allows project managers to ensure that their project is correctly staffed every week throughout the duration of the project, report budget status and subconsultant progress, and identify potential conflicts. This is important because timelines shift, allowing us to plan with you to meet deliverables.

We maintain a projected three-month schedule for staffing all office projects. MIG's project management structure provides for senior input from the Principal, the Project Manager, the senior designers, and the technical QA/QC lead to oversee the design integrity and provide specialized expertise in project metrics, permitting, budgeting, scheduling, and providing strategic review of emerging issues.

Example Schedule—Environmental

MIG will work with City staff to prepare a CEQA document that is sufficient to provide environmental clearance for a given project. The table on the following page graphically illustrates MIG's preliminary processing schedule for a typical Initial Study/Negative Declaration or Mitigated Negative Declaration (IS/ND/MND), including anticipated review/response times for the City, based on the following key tasks:

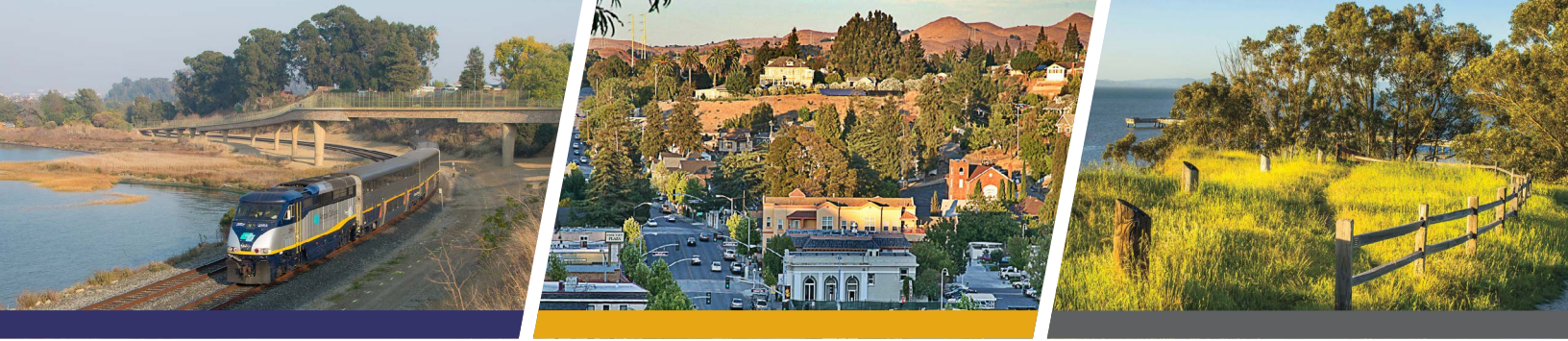
- » Task 1. CEQA Data Collection, Data Request, and Site Visit (2 weeks)
- » Task 2a. Prepare Administrative Draft IS/ND/MND (6 weeks)
- » Task 2b. Prepare Public Draft IS/ND/MND (2 weeks)
- » Task 2c. Prepare Final IS/ND/MND (3 weeks)
- » Task 3. Public Hearing (TBD)



Meeting/Public Review

MIG

City Review



Subconsultants

Our Subconsultants

ABOUT BASIN RESEARCH ASSOCIATES

Basin Research Associates, Inc. (BASIN), is a Small Business Enterprise specializing in the preparation of cultural resources compliance documents to meet the requirements mandated by historic preservation laws and regulations. Since 1980, BASIN has worked with many federal, state, and local agencies and environmental consulting firms in California and Nevada to provide the cultural resources research, field investigations, and analyses necessary to meet the mandates of NEPA and CEQA as well as local historic preservation requirements.

BASIN is a firm where all staff participate in a project and any outside discipline specialists are expected to collaborate and contribute to a project's successful completion. The BASIN team and its partners are committed to developing creative and innovative problem-solving approaches to assist clients in achieving their project objectives in multidisciplinary and multi-agency regulatory environments. BASIN's "lessons learned" from past projects and the experience and quality of their staff and outside consultants have allowed the firm to develop a reputation of providing compliance services consistent with the mandates to protect and preserve cultural resources while remaining responsive to client needs and regulatory requirements.

ABOUT NINYO & MOORE

Ninyo & Moore, a minority-owned business enterprise, was established in San Diego in 1986 to provide exceptional geotechnical engineering, geologic, hydrogeologic, soil testing, materials testing and special inspection, and environmental consulting services to the public and private sectors. For the past 37 years, they have provided these services for the design and construction of municipal and commercial developments, industrial developments, highways and roadways, airports, bridges, dams, educational facilities, harbor and offshore structures, hospitals, landfills, light rail transit lines, pipelines, power stations, railroads, residential developments, reservoirs and tanks, transmission lines, tunnels, water and wastewater treatment plants, and other public and private developments.

Ninyo & Moore's geotechnical group provides services during the planning, design, value engineering, construction, and post-construction phases of projects. These services include dam characterization, earthquake and fault studies, earthwork and grading, foundation design, geologic hazard evaluations, hydrogeologic evaluations, landslide evaluations, liquefaction, pavement design, seismic design and seismic hazard assessments, and slope stability. Their materials testing and inspection group provides special inspection of asphalt, bolt torque, concrete field placement, batch plant, structural steel and steel shop fabrication, fireproofing, masonry, reinforcing steel, and prestressed concrete; compressive strength testing of concrete, grout, and masonry; field compaction testing; flexural strength of concrete beams; asphalt testing; concrete testing; soils testing; and reinforcing steel testing.

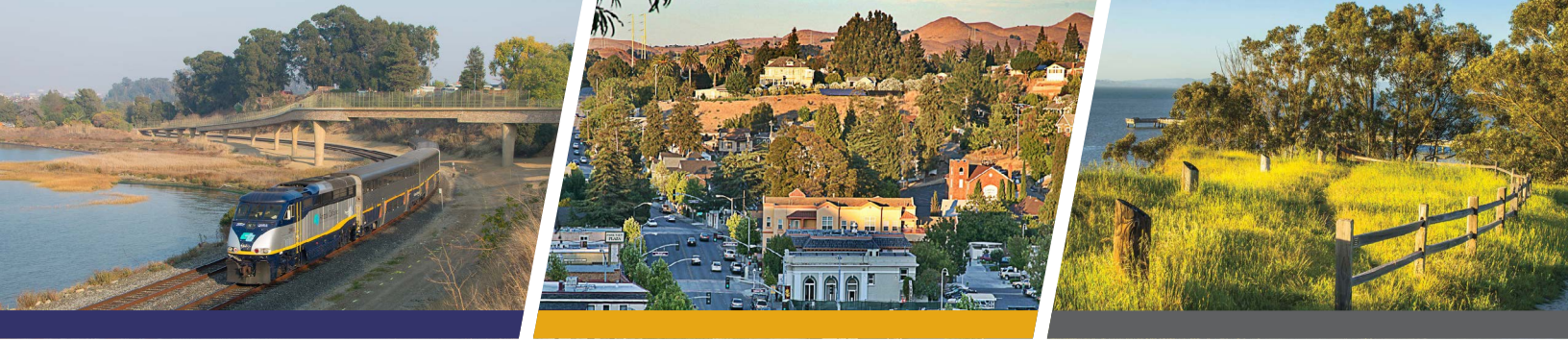
Ninyo & Moore's environmental group has extensive experience with Phase I and II environmental site assessments and audits, asbestos and lead paint surveys, underground storage tank assessments, hazardous waste investigations, regulatory compliance, water resource development, soil and groundwater contamination studies, and remediation services.

ABOUT W-TRANS

W-Trans provides traffic engineering and transportation planning services that emphasize mobility within available resources and help transform streets to serve all potential users. They are particularly skilled in retrofitting streets and roads to make walking, bicycling, and transit use safer and more convenient while also appropriately managing vehicle traffic. W-Trans has applied these skills to many different types of projects, and with the changes to the California Environmental Quality Act (CEQA) that now place more emphasis on alternative modes versus driver convenience, this long-term focus has become even more important.

W-Trans staff have applied their skills to a variety of projects ranging from analyses for traffic studies including Initial Studies and EIRs, traffic collision reduction programs, transportation facilities design including traffic signal and roundabout design as well as pedestrian and bicycle facilities to downtown revitalization, streetscape planning efforts, and complete street projects. Past work has included preparing impact analyses for General Plan Updates, Housing Elements, and Master Plans as well as development projects ranging from large regional shopping centers including Costco stores to small infill developments. W-Trans takes a holistic approach to traffic engineering, realizing that solutions cannot be developed in a vacuum or strictly follow the standards of the past. In order to be successful, traffic analysis and design must be sensitive to the context of the surrounding land use and community goals.

W-Trans is certified as a woman-owned business (DBE) by the California Department of Transportation.



Cost Proposal

COST CONTROL

MIG has a record of delivering projects on time and within budget. We view cost control as essential to the design process and integrate periodic third-party cost analyses on all our projects. Getting cost information in a timely manner during each phase reserves enough time for the project team to review designs and balance estimated costs with the available budget.

To be responsive to our clients’ needs for timeliness and quality, we must manage our projects effectively. MIG has developed a well-refined system that allows us to track and attend to the office's diverse individuals, disciplines, and project types. We maintain a three-month projected schedule for our staff that is updated weekly. Our office and projects run smoothly, and resources can be shifted quickly to the appropriate projects.

MIG Staff Billing Rates

CATEGORY	\$/HR
Senior Principal/CEO	355
Principal	230-245
Director/Senior Project Manager III	205-235
Senior Project Manager I-II	180-200
Project Manager	150-165
Sr. Biologist/Ecologist/Analyst III	205-225
Sr. Biologist/Ecologist/Analyst I-II	180-200
Biologist/Ecologist/Analyst I-II	110-165
Field Crew	100
Senior CAD/GIS/Graphic Analyst.	135-165
CAD/GIS/Graphic Analyst.	110-130
Administrative Support	110

BILLING RATES

Unless specified otherwise by prior agreement, invoices are submitted monthly showing time and charges for professional services by staff category and a separate figure for expenses. Invoices are payable upon receipt. Invoices unpaid past 30 days are subject to interest at 1- 1/2% per month. MIG labor includes all overhead.

Rates subject to 3% increase effective January 1 of each year

CATEGORY	\$/HR
Senior Archaeologist/Historian.	185-200
Archaeologist/Historian	120-165
Senior Landscape Architect	185-200
Landscape Architect.	150-165
Landscape Designer.	120-130
Senior Planner	185-200
Planner	110-160
ADA Specialist	135-155
Sr. Facilitator/Engagement Specialist	155-185
Facilitator/Engagement Specialist	110-150
Digital Engagement/Web Design	145-190
Graphic Designer/Visualization.	110-165

MIG Expenses

CATEGORY	BASIS
Commercial travel	Cost + 10%
Automobile travel	Current IRS rate
Lodging/Meals	Cost + 10%
Photocopy (A and B sizes)	\$0.10/image
Color copies	\$0.50/image
Commercial report reproduction	Cost + 10%
Noise meter setup	\$.50/unit/day
Bat acoustic detector	\$.50/unit/night
Subcontractors	Cost + 10%
Other (lab, materials, etc.)	Cost + 10%

Basin Research Associates Staff
Billing Rates

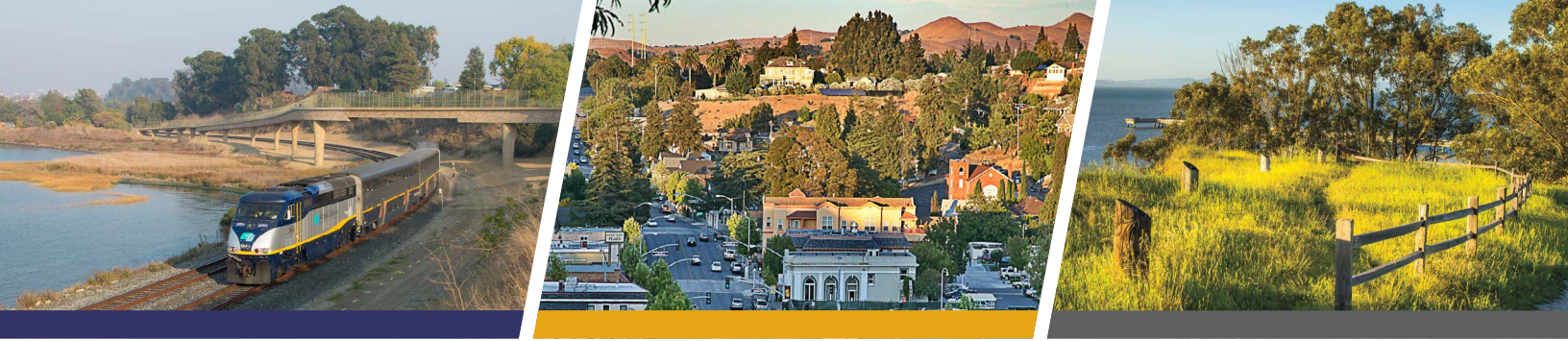
CATEGORY	BASIS
Principal Investigator, MA/PhD	\$180
Research Scientist, MA/PhD	\$165
Archaeologist (MA)	\$98
Archaeologist Technician (BA)	\$90
GIS/Graphics	\$112
Administrative/Clerical	\$78

Ninyo & Moore Staff Billing Rates

CATEGORY	BASIS
Principal Engineer/Geologist/Environmental Scientist/ Certified Industrial Hygienist	\$210
Senior Engineer/Geologist/ Environmental Scientist	\$200
Senior Project Engineer/Geologist/ Environmental Scientist	\$195
Project Engineer/Geologist/ Environmental Scientist	\$185
Senior Staff Engineer/Geologist/ Environmental Scientist	\$170
Staff Engineer/Geologist/Environmental Scientist	\$155
GIS Analyst	\$130
Technical Illustrator/CAD Operator	\$110
Certified Asbestos/Lead Technician	\$195
Field Operations Manager	\$130
Nondestructive Examination Technician	\$125
Supervisory Technician	\$120
Special Inspector (Concrete, Masonry, Structural Steel, Welding, and Fireproofing)	\$115
Senior Technician	\$110
Technician	\$110

W-Trans Staff Billing Rates

CATEGORY	BASIS
Senior Principal	\$300 – \$375
Principal	\$230 – \$300
Senior Engineer/Planner	\$195 – \$230
Engineer/Planner	\$175 – \$200
Associate Engineer/Planner	\$155 – \$180
Assistant Engineer/Planner	\$130 – \$155
Technician/Administrative	\$120 – \$155
Intern	\$30 – \$80
Field Technician	\$30 – \$75



Resumes and References

Key staff resumes for MIG and our subconsultants are provided on the following pages, showing the qualifications and experience of each staff member. The references can speak to our staff's exemplary performance on past projects and positions.

Resumes and References–Environmental 34

Resumes and References–Planning 50

EDUCATION

- » Juris Doctor, University of California, Davis
- » BS, Natural Resources Planning and Interpretation, Humboldt State University

REGISTRATIONS

- » Member, California State Bar

PROFESSIONAL AFFILIATIONS

- » Association of Environmental Professionals
- » The Western Section of the Wildlife Society

Paula Hartman, Esq

PRINCIPAL-IN-CHARGE | MIG

Paula Hartman has parlayed her interest in the environment and the outdoors into a 35-year career in environmental consulting and law. Although she very nearly became a park ranger, her early technical work with biologists at PG&E led her to pursue a law degree, and she has been helping clients “find answers and solutions” ever since. She values working on projects like infrastructure or public services, which may not get a lot of fanfare, but are critical necessities. Paula finds her passion reflected in projects that build community, connect people to the outdoors, and re-introduce solid ecosystem values. Her work ranges from endangered species and habitat conservation to environmental impact documentation and permitting. Her ability to identify potential long-term consequences and their financial and legal impacts have benefited public, private, and nonprofit organizations and agencies throughout California. Paula utilizes her multidisciplinary education and experience to ensure that projects are legally defensible and environmentally responsible for the benefit of clients and the community alike.

PROJECT REFERENCES

- » **California State Parks, Off-Highway Motor Vehicle Recreation Division**
Regulatory compliance support for Grants and Cooperative Agreements Program and park units, including draft regulations, evaluate compliance, and prepare CEQA documents.
2001–present, multiple contracts with combined services
Scott Soares, Senior Environmental Supervisor
715 P St., Sacramento CA 95814
(916) 247-1610 | Scott.Soaes@parks.ca.gov
- » **California State Parks, Off-Highway Motor Vehicle Recreation Division**
Oceano Dunes District Habitat Conservation Plan, EIR, and EA + affiliated services
2001–present, multiple contracts with combined services
Jon O’Brien, Environmental Program Manager
715 P St., Sacramento CA 95814
(916) 204-0871 | Jon.obrien@parks.ca.gov
- » **California Department of General Services, Project Management and Development Branch, Real Estate Services Division**
Yountville Veterans Home Skilled Nursing Facility EIR/EA
2019–2021
Dan O’Brien, Manager of Environmental Services
707 3rd Street, Fourth Floor, West Sacramento, CA 95605
(916) 376-1603 | daniel.obrien@dgs.ca.gov

EDUCATION

- » MS, Architecture and Urban Planning, University of California, Los Angeles
- » BA, Psychology, Boston University

PROFESSIONAL AFFILIATIONS

- » Association of Environmental Professionals

Ray Pendro

PROJECT MANAGER, DIRECTOR OF ENVIRONMENTAL PLANNING | MIG

Ray Pendro is a highly accomplished planner and CEQA expert who has managed and prepared environmental documentation for projects associated with every planned environment at every scale—from street to freeway; single building or neighborhood to entire city; seaside to mountainside; urban to rural; and many spaces in between. Ray's fascination with cities and human behavior drew him to the field over 30 years ago and continues to inspire him today. He engages people in collaborative problem-solving, bringing together the expertise of client staff and consultant teams to make informed decisions and find workable solutions. His comprehensive knowledge of CEQA guidelines and case law combined with his proficient writing skills enable him to communicate complex technical data clearly and concisely. Ray's work makes it possible for projects to be implemented without confusion or legal entanglement, ultimately leading to the reactivation of a city block or construction of new housing or adoption of a general plan—all for the improvement of communities and the people in them.

PROJECT REFERENCES

- » **City of Redding**
Downtown Redding Riverfront Specific Plan
2023–2024
Jeremy Pagan, Director of Development Service
777 Cypress Ave., Redding, CA 96001
(530) 225-4099 | jpagan@cityofredding.org
- » **City of San José**
King Road Complete Streets Plan
2023–Ongoing
Wilson Tam, Transportation Planning Manager
200 E Santa Clara St, San José, CA 95113
(510) 332-4129 | wilson.tam@sanjoseca.gov
- » **City of Santa Clara**
Patrick Henry Drive Specific Plan, Freedom Circle Specific Plan, and EIRs
2018–2022
John Davidson, Principal Planner
1500 Warburton Avenue, Santa Clara, CA 95050
(408) 615-2450 | JDavidson@santaclaraca.gov

EDUCATION

- » BS, Natural Resources Planning & Interpretation, Humboldt State University

REGISTRATIONS

- » American Institute of Certified Planners (AICP)
- » Certified Professional in Storm Water Quality (CPSWQ)

PROFESSIONAL AFFILIATIONS

- » American Planning Association
- » Association of Environmental Professionals

Mike Campbell, AICP

DIRECTOR OF ENVIRONMENTAL ANALYSIS | MIG

Mike Campbell is an award-winning specialist in environmental planning and stormwater management with over 35 years of experience consulting with local, regional, and federal jurisdictions on projects throughout Northern California. As a Director of Environmental Analysis, Mike plays a pivotal role in integrating his knowledge with the skills and capabilities of project and client team members. He oversees the preparation of Environmental Impact Reports (EIRs), Initial Studies (IS), and Environmental Assessments (EA), as well as Categorical Exemptions/Exclusions, in conformance with the requirements of CEQA and NEPA. Mike's passion for ecosystem preservation, particularly water resources, laid the groundwork for his expertise in stormwater management. He brings his analytical, managerial, and relationship-building skills to bear on a full range of development projects—from transit and parks to mixed-use, residential, commercial, and industrial. He views each project as an opportunity to work collaboratively and creatively to address emerging environmental challenges with a focus on balancing feasibility and implementation with sustainability and resilience.

PROJECT REFERENCES

- » **City of Cupertino Public Works Department**
IS/MND for a new public park and trail extension
2022–Ongoing
Susan Michael, Capital Improvement Programs Manager
10300 Torre Avenue, Cupertino, CA 95014-3202
(408) 777-1328 | susanm@cupertino.gov
- » **City of Mountain View Public Works Department**
CEQA IS/MND for the proposed replacement of two structurally deficient pedestrian bridges within the Shoreline Golf Links Golf Course
2023–2024
Marichrisse Hoang, P.E., Associate Civil Engineer
500 Castro Street, #2, Mountain View, CA 94041
(650) 903-6991 | Marichrisse.Hoang@mountainview.gov
- » **City of Watsonville Community Development Department**
IS/MND for a proposed two-story tilt up industrial warehouse distribution center building totaling 156,961 square feet
2022–2023
Matt Orbach, Principal Planner
250 Main Street, Watsonville, CA 95076
831-768-3075 | matt.orchach@cityofwatsonville.org

EDUCATION

- » BS, Natural Resource Management, Cook College, Rutgers University

Christopher Dugan

DIRECTOR OF AIR QUALITY, GHG, AND NOISE SERVICES

Christopher Dugan is a highly accomplished project director whose knowledge of local, state, and federal environmental regulations contributes to the successful preparation of required documentation and appropriate mitigation measures. Christopher's undergraduate studies drew him to investigate how human development affects people and the planet. His specialization in air quality, noise, and greenhouse gases ensures that development proceeds in a responsible manner to protect critical resources. Christopher skillfully takes complex information from engineers, scientists, and other data sources and clearly conveys it in a way that is meaningful and helpful for decision-makers and the public. He uses the latest technology to make the process more efficient, accurate and comprehensive—resulting in better outputs as well as enhanced reporting and presentation. Christopher has developed and tailored emissions inventories using CalEEMOD, EMFAC, OFFROAD, etc.; performed screening and refined dispersion modeling (e.g., SCREEN, AERMOD); and developed mitigation measures to control and reduce stationary, area, fugitive, and mobile source emissions. Given that air and noise resources are essential quality of life factors, he is committed to delivering independent, objective analysis and consultation that enable clients to make the best choices from environmental, regulatory, and community-based perspectives.

PROJECT REFERENCES

- » **California Department of Parks and Recreation, Off-Highway Motor Vehicle Recreation Division**
Oceano Dunes SVRA Dust Control Program
2016–Ongoing
Ronnie Glick, Acting District Superintendent
340 James Way, Ste. 270, Pismo Beach, CA 93449
(805) 773-7170 | Ronnie.Glick@parks.ca.gov
- » **City of Redlands**
Peer Review of Air Quality, Health Risk Assessment, Greenhouse Gas, Energy, and Noise Studies for Tennessee Street Warehouse Project
2023–2024
Sean Rielly, Principal Planner
35 Cajon St., Ste. 20, Redlands, CA 92373
(909) 798-7555 ext. 7344 | sreilly@cityofredlands.org
- » **City of Yreka**
Community Noise Study and General Plan Noise Element
2022–Ongoing
Julianna Lucchesi
701 Fourth Street, Yreka, CA 96097
(530) 841-2324 | jlucchesi@ci.yreka.ca.us

EDUCATION

- » BA, Human Biology,
Stanford University

REGISTRATIONS

- » Wetland Training Institute
Wetland Delineation
Certificate

Taylor Peterson

DIRECTOR OF BIOLOGICAL ANALYSIS | MIG

Taylor “Tay” Peterson is a regional and statewide expert in biological analysis and environmental impact assessment. Tay crafted her own major in animal behavior and natural history as an undergraduate at Stanford. Her first job was as a butterfly catcher and data collection manager for a two-year study of endangered butterflies that yielded the first habitat conservation plan on the planet. Over 40 years later, the butterflies continue to live in habitat protected in perpetuity by funds from carefully planned housing on San Bruno Mountain. Tay’s knowledge and experience combined with her problem-solving, writing, and facilitation skills ensure efficiency and effectiveness in all the MIG Biology Group projects. As Director of Biological Analysis, she provides technical expertise, quality control, and guidance on a variety of regulatory compliance and environmental planning processes—including biological technical reports, resource agency permits (404, 401/ WDRs/, 1600), permit compliance (construction monitoring, mitigation monitoring, reporting), CEQA and NEPA documents, habitat restoration, and park planning. Her projects include landfills, transmission lines, hospitals, schools, housing and safety elements, urban parks, regional open space, stormwater infrastructure, and urban development/redevelopment.

PROJECT REFERENCES

- » **Caltrain**
Technical assistance with biological studies, resource agency permits, construction monitoring, and post-construction monitoring and reporting on multiple rail projects along the Caltrain corridor
2014–Ongoing
Hilda Lafebre, Deputy Director
1250 San Carlos Ave, San Carlos, CA 94070
(650) 208-4376 | lafebreh@caltrain.com
- » **County of San Mateo**
Technical assistance with biological studies, mitigation plans, resource agency permits, construction monitoring, and post-construction monitoring and reporting for the Cordilleras Health System replacement project
2015–Ongoing
Sam Lin, Interim Director
400 County Center, Redwood City, CA 94063
(408) 391-5150 | slin@smcgov.org
- » **Waste Management**
Long-term biological monitoring and reporting, helped prepare the Conservation Plan for Bay Checkerspot butterfly, assistance with Conservation Plan compliance for the Kirby Canyon Landfill
1983–Ongoing
Becky Azevedo, Technical Manager
100 Vassar St., Reno, NV 89502
(408) 960-0769 | razevedo@wm.com

EDUCATION

- » BS, Natural Resource Policy and Management, University of Michigan, Ann Arbor

Barbara Beard

SENIOR PROJECT MANAGER | MIG

To say Barbara Beard is an expert environmental analyst and California Environmental Quality Act (CEQA) specialist may be an understatement. Barbara entered the field over 35 years ago when it was just emerging with the Endangered Species Act, Clean Air act, Clean Water Act, and CEQA barely a decade in place. While she always had a strong interest in ecosystems, open space, wildlife, and habitats, she finds the multifaceted nature of her work most rewarding. Interacting with clients and stakeholders, collaborating with team members, and overseeing analysis and documentation enable Barbara to use her writing, communications, and research skills to ensure that work products are technically accurate, detailed, and consistent.

Her experience and comprehensive knowledge are invaluable in helping clients successfully navigate the complex and sometimes unpredictable CEQA process. Barbara's acumen and insight provide the guidance needed to prepare legally defensible reports that support the implementation of critical public infrastructure projects that are vital to community function, health, and development.

Barbara has recently led the preparation of several Safety Elements—a required component of General Plans—focusing on climate hazards such as Sea Level Rise and high fire hazards and climate resiliency planning. She is knowledgeable in preparing vulnerability assessments, documenting climate hazards specific to a particular jurisdiction, and evaluating the vulnerability and resiliency of the built and natural environments.

PROJECT REFERENCES

- » **City of San Carlos Community Development Department**
CEQA On Call Services – Multiple CEQA documents (CEs, IS/MNDs, EIR)
2018–Ongoing
Lisa Costa Sanders, Principal Planner
600 Elm Street, San Carlos, CA 94070
(650) 802-4207 | costasanders@cityofsancarlos.org
- » **Town of Hillsborough Building and Planning**
Housing Element EIR
2023–2023
Liz Ruess, Assistant Director of Building & Planning
1600 Floribunda Avenue, Hillsborough, CA 94010
(650) 375-7400 | LRuess@Hillsborough.net
- » **City of Belmont**
608 Harbor Boulevard Residential Project Initial Study/General Plan EIR
Consistency Analysis
2021–2023
Rob Gill, Senior Planner
1 Twin Pines Ln, Suite 110, Belmont, CA 94002
(650) 598-4204 | rgill@belmont.gov

Steve Ridone

SENIOR ENVIRONMENTAL PLANNER | MIG

Steve Ridone is a Senior Environmental Planner with 13 years of environmental planning experience. He has assisted in preparing environmental documents (initial studies and EIRs) and master plans, research for background conditions reports and constraints analysis, and other planning and land use analysis tasks. Steve's experience also includes environmental data review, land use analysis, technical editing and research, project application material review, technical editing, and subcontract preparation and coordination.

EDUCATION

- » BA, History, University of California, Davis

PROFESSIONAL AFFILIATIONS

- » Association of Environmental Professionals

PROJECT REFERENCES

- » **City of Redding**
Downtown Redding Riverfront Specific Plan
2023–2024
Jeremy Pagan, Director of Development Service
777 Cypress Ave, Redding, CA 96001
(530) 225-4099 | jpagan@cityofredding.org
- » **City of San José**
King Road Complete Streets Plan
2023–Ongoing
Wilson Tam, Transportation Planning Manager
200 E Santa Clara St, San José, CA 95113
(510) 332-4129 | wilson.tam@sanjoseca.gov
- » **City of Santa Clara**
Patrick Henry Drive Specific Plan, Freedom Circle Specific Plan, and EIRs
2018–2022
John Davidson, Principal Planner
1500 Warburton Avenue, Santa Clara, CA 95050
(408) 615-2450 | JDavidson@santaclaraca.gov

Miranda Miller

ENVIRONMENTAL PLANNING ASSISTANT | MIG

Miranda Miller is an environmental planner who has experience assessing projects for compliance with the California Environmental Quality Act (CEQA). In this role, she reviews project proposals and permit applications for compliance with general plan policies and municipal code requirements. Miranda also facilitates entitlement processes (Use Permit, Zoning Permits, Design Review, CEQA Compliance) for commercial and mixed-use developments by reviewing applications for completeness and project merits; preparing reports, recommendations, and conditions of approval for decision-makers; and preparing necessary CEQA documents and application correspondence.

EDUCATION

- » BA, Global Studies, Phi Beta Kappa Society, University of California at Santa Barbara

PROJECT REFERENCES

- » **City of San Carlos Community Development Department**
CEQA On Call Services – Multiple CEQA documents (CEs, IS/MNDs, EIR)
2018–Ongoing
Lisa Costa Sanders, Principal Planner
600 Elm Street, San Carlos, CA 94070
(650) 802-4207 | costasanders@cityofsancarlos.org
- » **Town of Hillsborough Building and Planning**
Housing Element EIR
2023–2023
Liz Ruess, Assistant Director of Building & Planning
1600 Floribunda Avenue, Hillsborough, CA 94010
(650) 375-7400 | LRuess@Hillsborough.net
- » **City of Belmont**
608 Harbor Boulevard Residential Project Initial Study/General Plan EIR Consistency Analysis
2021–2023
Rob Gill, Senior Planner
1 Twin Pines Ln, Suite 110, Belmont, CA 94002
(650) 598-4204 | rgill@belmont.gov

Christina Lau

SENIOR ENVIRONMENTAL ANALYST | MIG

Christina Lau has 20 years of experience managing, writing, and reviewing various types of CEQA and NEPA environmental documents, ranging from categorical exemptions to EIS/ EIRs, including managing the subconsultants that brought expertise to each project.

Christina has been a project manager, lead author, reviewer, or contributor to a variety of projects involving parks and recreation, water and sewer infrastructure, schools, renewable energy, and various private residential, industrial, commercial, and retail developments. She also has previous experience in the preparation of joint NEPA/CEQA documents for transportation projects while working as an environmental planner for Caltrans.

EDUCATION

- » BA, Environmental Studies and Economics, Biology Minor, University of the Pacific, California
- » Graduate Study in Environmental Studies, California State University, San José

PROJECT REFERENCES

- » **City of Mountain View Public Works Department**
CEQA IS/MND for the proposed replacement of two structurally deficient pedestrian bridges within the Shoreline Golf Links Golf Course
2023–2024
Marichrisse Hoang, P.E., Associate Civil Engineer
500 Castro Street, #2, Mountain View, CA 94041
(650) 903-6991
Marichrisse.Hoang@mountainview.gov
- » **Pakpour Consulting Group/ Purissima Hills Water District**
IS/MND and Construction Services for Duval Way, Elena Road, Padre Court, Seton Property and Josefa Lane Water Main Replacement Project
2021–2023
William Lai, P.E., Associate Engineer
6601 Owens Drive, Suite 230, Pleasanton, CA 94588
(925) 224-7717 | wlai@pcgengr.com
- » **City of Mountain View**
IS/MND for Interceptor Force Trunk Main Rehabilitation Project
2020–2022
Ariel Morales, Senior Civil Engineer
500 Castro Street, #2, Mountain View, CA 94041
650-903-6042 | Ariel.Morales@mountainview.gov

Kate Werner

SENIOR PROJECT MANAGER | MIG

Kate Werner is a Senior Project Manager with expertise in CEQA analysis, planning, and land use issues. With 30 years of experience, she has managed CEQA documents on an array of land use projects including quarries, schools, residential and commercial developments, and recreational uses. Kate has specific expertise in public facility projects of varied size and complexity located throughout California. She assists clients with all aspects of the CEQA process including project scoping, notification requirements, public meetings, and project findings. Kate also provides peer technical reviews for clients seeking quality assurance and compliance with CEQA requirements.

EDUCATION

- » BS, Environmental Policy Analysis and Planning, University of California, Davis
- » AEP Advanced CEQA Workshop, 2019

PROJECT REFERENCES

- » **San Mateo County Project Development Unit**
Cordilleras Mental Health Center Replacement Project EIR
2015–2020
San Mateo County Government Center EIR
2017-2018, \$172,672
Sam Lin, Manager
555 County Center, Redwood City, CA 94063
(650) 369-4715 | slin@smcgov.org
- » **CA Department of General Services,**
Yountville Veterans Home Skilled Nursing Facility EIR/EA
2019–2021
Dan O'Brien, Manager of Environmental Services
707 3rd Street, West Sacramento, CA 95605
(916) 376-1603 | daniel.obrien@dgs.ca.gov
- » **California Department of Parks and Recreation**
Over Snow Vehicle 2010-2020 Program EIR, 2020 EIR Update, 2024 EIR Addendum, and Program Support 2007-2012 (EIR); 2020 to present (EIR addendums and ongoing support)
Jon O'Brien, Environmental Program Manager
715 P St, Sacramento, CA 95814
(916) 204-0871 | jon.obrien@parks.ca.gov

Rose Redlich

CEQA ANALYST | MIG

Rose Redlich is an environmental planner with a background in public agency planning and development services. She has reviewed and processed various types of permit applications, written and presented staff reports at planning commission meetings, and conducted land use policy research for special projects. Her more recent experience prior to joining MIG also included CEQA and NEPA document preparation for transportation projects and development proposal review at a local South Bay private environmental consulting firm. She is a detail-oriented problem-solver with strong analytical and technical writing skills whose hallmarks are organization and excellent time management. Rose is also skilled at mapping and GIS work and produces high-quality graphic exhibits for environmental documents utilizing the most up-to-date software applications and tools.

EDUCATION

- » MS, Master of Public Administration, San José State University, CA

PROJECT REFERENCES

- » **Santa Clara County Office of Planning and Development**
Processed planning information and reviewed development applications
2019–2019
Carl Hillbrants, Senior Planner
70 W Hedding St, San José, CA 95110
408 299-5770 | carl.hilbrants@pln.sccgov.org
- » **City of Hollister Community Development Dept**
Development permit application processing and review, and counter service
2019–2020
Bryan Swanson, Community and Economic Development Director
375 5th St, Hollister, CA 95023
831-223-5179 | bswanson@cityofsoledad.com
- » **Sapetto Real Estate Solutions**
Planning document composition and review, and land use policy research
2018–2019
Pamela Sapetto, Principal/Owner
One Park Plaza, Suite 600, PMB313, Irvine, CA 92614
714-815-7771 | Psapetto@SapettoRealEstate.com

Phillip Gleason

SENIOR AIR QUALITY AND NOISE ANALYST | MIG

Phil Gleason specializes in the preparation of Air Quality, Greenhouse Gas, and Noise technical environmental analyses. In his time at MIG, Phil has prepared emissions estimates and CEQA impact assessments in accordance with U.S. EPA guidance (e.g., AP-42) and regional air agency permit handbooks. In his analyses, he often uses mass emissions modeling programs and emission factor databases as well as dispersion modeling programs for comparison of pollutant concentrations to ambient air quality standards. Phil is also versed in the preparation of human health risk assessments using model data for toxic air contaminants and hazardous air pollutants. In addition to his knowledge of air quality models and assessment techniques, Phil has also utilized the SoundPLAN noise modeling software to determine the significance of noise generated at industrial sites.

EDUCATION

- » BS, Atmospheric Science, University of California, Davis, California

PROJECT REFERENCES

- » **California Department of Parks and Recreation, Off-Highway Motor Vehicle Recreation Division**
Oceano Dunes SVRA Dust Control Program
2023–Ongoing
Ronnie Glick, Acting District Superintendent
340 James Way, Ste. 270, Pismo Beach, CA 93449
(805) 773-7170 | Ronnie.Glick@parks.ca.gov
- » **City of Redlands**
Peer Review of Air Quality / Greenhouse Gas and Health Risk Assessment Studies for the Tennessee Village IS/MND
2023–2024
Sean Rielly, Principal Planner
35 Cajon St., Ste. 20, Redlands, CA 92373
(909) 798-7555 ext. 7344 | sreilly@cityofredlands.org
- » **County of Ventura**
eClimate Action Plan and Implementation Tracking Tool Development
2022–Ongoing
Mireille Vargas, Program Specialist
800 South Victoria Ave, L#1940, Ventura, CA 93009
(805) 317-3048 | Mireille.Vargas@ventura.org

Kasey Kitowski

AIR QUALITY AND NOISE ANALYST | MIG

Kasey Kitowski is a highly skilled environmental planner and analyst who has contributed their specialized expertise in air quality and noise to a wide range of projects from public infrastructure and transportation to parks and open space. An abiding interest in environmental issues led to their degree in environmental policy and continues to motivate their work in a fast-paced and ever-changing field. Kasey's in-depth knowledge and meticulous attention to detail result in meeting client objectives for compliance while protecting community air and noise resources in the context of a changing climate. Their ability to analyze and synthesize data from multiple sources produces clear, well-articulated air quality, climate change, and noise analyses. Kasey is inspired by opportunities to work on projects that have tangible, measurable impacts—developing feasible resource protection strategies that provide environmental benefits and facilitate effective project implementation.

EDUCATION

- » BS, Environmental Policy Analysis and Planning from University of California, Davis

PROJECT REFERENCES

- » **Riverside County**
County Noise Ordinance Development
2023–Ongoing
John Hildebrand, Planning Director
4080 Lemon Street, 12th Floor, Riverside, CA 92502
(951) 955-6097 | JHildebr@RIVCO.ORG
- » **City of San Juan Capistrano**
Air Quality, Greenhouse Gas, and Noise Technical CEQA Studies for the Camino Capistrano Project
2023–Ongoing
Paul Garcia, Principal Planner
30448 Rancho Viejo Road,
San Juan Capistrano, CA 92675
(949) 443-6327 | pgarcia@SanJuanCapistrano.org
- » **City of Redlands**
Peer Review of Air Quality, Health Risk Assessment, Greenhouse Gas, Energy, and Noise Studies
2023–2023
Sean Rielly, Principal Planner
35 Cajon St., Ste. 20, Redlands, CA 92373
(909) 798-7555 ext. 7344 | sreilly@cityofredlands.org

William Deeman

ANALYST | MIG

William Deeman brings scientific knowledge and dexterity with details to his work as an analyst of air quality, greenhouse gas (GHG), energy, and noise impacts. His background in geophysical fluid dynamics, oceanography, meteorology, and climate science further cemented his commitment to minimizing climate change one project at a time—with a cumulative effect that makes a difference.

William appreciates “getting into the weeds” with the intricate, in-depth analysis required in environmental planning. His adaptability and ability to learn quickly serve him well as regulations, processes, technology, and the science itself change regularly. William assists in data collection and preparation of technical analyses in the areas of air quality, GHG, energy, and noise.

EDUCATION

- » BS, Mathematics, Imperial College London, UK
- » MS, Atmosphere, Ocean and Climate, University of Reading, UK

PROJECT REFERENCES

- » **California Department of Parks and Recreation, Off-Highway Motor Vehicle Recreation Division**
Oceano Dunes SVRA Dust Control Program
2023–Ongoing
Ronnie Glick, Acting District Superintendent
340 James Way, Ste. 270, Pismo Beach, CA 93449
(805) 773-7170 | Ronnie.Glick@parks.ca.gov
- » **City of Redlands**
Noise and Vibration Technical CEQA Study for Tennessee Village IS/MND
2023–2024
Sean Rielly, Principal Planner
35 Cajon St., Ste. 20, Redlands, CA 92373
(909) 798-7555 ext. 7344 | sreilly@cityofredlands.org
- » **City of Yreka**
Community Noise Study and General Plan Noise Element
2022–Ongoing
Julianna Lucchesi
701 Fourth Street, Yreka, CA 96097
(530) 841-2324 | jlucchesi@ci.yreka.ca.us

Kim Briones

SENIOR BIOLOGIST, PROJECT MANAGER | MIG

A seasoned biologist and project manager, Kim Briones combines scientific rigor with genuine passion to help protect and conserve sensitive species and their habitats throughout California. For over 18 years, she has worked to harmonize project objectives with the preservation of sensitive species, habitats, and other important biological resources. From public infrastructure to parks and open space projects, she brings integrity and meticulous attention to biological surveys, species-specific habitat assessments, and mitigation compliance.

EDUCATION

- » MS, Biology, University of North Carolina at Greensboro
- » BS, Environmental Studies, San José State University

REGISTRATIONS

- » CDFW Specific Use Scientific Collecting Permit to conduct bat research (Expired, to be renewed)
- » CDFW Special Use Permit (S-210530001-21053-001) Authorized to independently conduct bumble bee sampling for the CA Bumble Bee Atlas
- » CA Bumble Bee Atlas Survey Training (March 2022)

PROJECT REFERENCES

- » **Midpeninsula Regional Open Space District**
Alpine Road Biological Support Services
2024–Ongoing
Meredith Manning, Watershed Specialist
5050 El Camino Real, Los Altos, CA 94022
(650) 704-0791 | mmanning@openspace.org
- » **PPI Engineering, Inc.**
General biological resources assessment and report and northern spotted owl habitat evaluation
2023–Ongoing
Jim Bushy, PE
2800 Jefferson Street, Napa, CA 94558
(707) 253-1806
- » **Midpeninsula Regional Open Space District**
Biological Studies for roosting bats and San Francisco dusky-footed woodrat colonies
2022–2022
Matthew Sharp Chaney
5050 El Camino Real, Los Altos, CA 94022
(650) 625-6573 | mchaney@openspace.org

Megan Kalyankar

SENIOR BIOLOGIST/ENVIRONMENTAL ANALYST | MIG

Megan Kalyankar has 16 years of consulting experience and specializes in biological and environmental impact analysis (CEQA/NEPA), wetland delineation, and resource agency permits (Clean Water Act 404 and 401; California Fish and Game Code Section 1600). She also conducts special status species surveys and prepares technical biological resources reports. She regularly provides construction monitoring and worker education, and prepares construction monitoring reports.

EDUCATION

- » MS, Environmental Management, University of Tasmania, Australia
- » BA, Nature and Culture, University of California, Davis
- » BA, Spanish, University of California, Davis

TRAINING

- » Trained Wetland Delineator, Romberg Tiburon Center, College of Extended Learning, SFSU

PROJECT REFERENCES

- » **California State Parks Off-Highway Motor Vehicle Recreation Division**
Assistance with Grants and Cooperative Agreements Program CEQA and Habitat Management Program
2011–Ongoing
Scott Soares, Senior Environmental Supervisor
715 P St., Sacramento CA 95814
(916) 247-1610 | Scott.Soaes@parks.ca.gov
- » **City of Mountain View**
CEQA and permitting assistance for City Bridges and Culverts Structural Inspection and Repairs
2023–Ongoing
Marichrisse Hoang, PE, Associate Civil Engineer
500 Castro St., Mountain View, CA 94041
(650) 903-6991
Marichrisse.Hoang@mountainview.gov
- » **City of Menlo Park**
Assistance with permitting and permit compliance for annual maintenance of Atherton Channel.
2015–Ongoing
Kaila Jones, Project Manager
701 Laurel St., Menlo Park, CA 94025
(650) 330-6778 | KAJones@menlopark.gov

Eleanor Cox, MS

PRESERVATION SPECIALIST | MIG

Eleanor Cox is a highly accomplished preservation specialist and project manager dedicated to broadening the application of cultural resources management to include holistic planning practices that work for diverse communities. An internship with the National Park Service put Eleanor on the path to graduate school and a 10-year career in historic preservation planning spanning the United States in both the private and public sectors. She helps clients consider a place and all its layers and components—historic and archeological, social and spiritual, natural and man-made—as they decide upon its future.

EDUCATION

- » MS, Historic Preservation, Columbia University in the City of New York
- » BA, History, University of California, Santa Cruz

REGISTRATIONS

- » Certificate of Completion, Section 106: A Review for Experienced Practitioners, National Preservation Institute, San Francisco, CA
- » Meets the Secretary of the Interior's Professional Qualification Standards in History and Architectural History

PROJECT REFERENCES

- » **City of Santa Rosa**
Fremont Park Historic Resource Study
2023–2024
Scott Wilkinson, Park Planner
100 Santa Rosa Ave, Santa Rosa, CA 95404
(707) 543-3953 | swilkinson@srcity.org
- » **San Francisco Department of Public Works**
Better Market Street CEQA process and mitigations for cultural resources
2018–2022
Boris Deunert, Manager of Regulatory Affairs
49 South Van Ness Ave, San Francisco, CA 94103
(415) 423-4021 | boris.deunert@sfdpw.org
- » **National Park Service Regions 8, 9, 10, and 12**
Multiple cultural landscapes projects
2023–Ongoing
Vida Germano, Cultural Landscapes Program Lead
333 Bush Street, Suite 500, San Francisco, CA 94104
(415) 623-2367 | vida_germano@nps.gov

Gretchen Hillyard Boyce, MS

SENIOR HISTORIC RESOURCES SPECIALIST | MIG

Gretchen Hillyard Boyce is a regional expert and national leader in the field of historic resources and cultural landscapes. With over 16 years of experience in the public and private sectors, she helps clients balance the values and views of multiple stakeholders while meeting regulatory requirements and standards. Gretchen's big-picture perspective on cultural resource management bridges the divide between traditional built, cultural, and natural resource practices so that preservation and management can occur and adapt amidst shifting social, political, and legal environments.

EDUCATION

- » MS, Historic Preservation, University of Pennsylvania
- » BA, Architectural History, University of Virginia

REGISTRATIONS

- » Meets the Secretary of the Interior's Professional Qualification Standards in History and Architectural History
- » California Preservation Foundation

PROJECT REFERENCES

- » **City of Santa Rosa**
Fremont Park Historic Resource Study
2023–2024
Scott Wilkinson, Park Planner
100 Santa Rosa Ave, Santa Rosa, CA 95404
(707) 543-3953 | swilkinson@srcity.org
- » **San Francisco Department of Public Works**
Better Market Street CEQA process and mitigations for cultural resources
2016–2023
Boris Deunert, Manager of Regulatory Affairs
49 South Van Ness Ave, San Francisco, CA 94103
(415) 423-4021 | boris.deunert@sfdpw.org
- » **National Park Service Regions 8, 9, 10, and 12**
Multiple cultural landscapes projects
2023–Ongoing
Vida Germano, Cultural Landscapes Program Lead
333 Bush Street, Suite 500, San Francisco, CA 94104
(415) 623-2367 | vida_germano@nps.gov

Colin Busby

PRINCIPAL ARCHAEOLOGIST | BASIN RESEARCH ASSOCIATES

Dr. Colin Busby has 50 years archaeological experience in six states and three foreign countries. His cultural resources management experience has involved all aspects of NEPA and CEQA assessment and regulatory compliance for federal, state, and municipal governments; land developers; the U.S. military; and the scientific community in the western United States. Specialties include Native American consultation, public liaison and regulatory agency coordination, research design development, NHPA Section 106 and Section 110 compliance, editing and report production. Dr. Busby has completed over 700 cultural resource assessments, mitigation programs, and regulatory compliance programs associated with land development, flood control, water resources and wastewater management, energy development, mining exploration, and urban development throughout northern and central CA and NV.

EDUCATION

- » Ph.D., Anthropology, University of California, Berkeley

REGISTRATIONS

- » Register of Professional Archaeologist (RPA #10186)

PROJECT REFERENCES

- » **County of Alameda**
On-call for Cultural and Historic Property Resources
2009–ongoing
James Yoo, Environmental Services
399 Elmhurst Street, Hayward, CA 94544-1395
(510) 670-6632 | jamesy@acpwa.org
- » **Panorama Environmental, Inc.**
Cultural resources assessments for various public work and private development projects
2009–ongoing
Tania Treis, Principal
717 Market Street, Ste 400, San Francisco, CA 94103
(650) 340-4829 | tania.treis@panoramaenv.com
- » **Denise Duffy & Associates, Inc.**
Cultural resources assessments for various public work and private development projects
2009–ongoing
Denise Duffy, Principal
947 Cass Street, Ste 5, Monterey, CA 93904
(831) 373-4341 | dduffy@ddaplanning.com

Donna Garaventa

SENIOR RESEARCH SCIENTIST | BASIN RESEARCH ASSOCIATES

Dr. Donna Garaventa, Senior Research Scientist, has 42 years of professional experience with archaeological compliance projects on federal, state, and local levels. Her responsibilities include specialized project research, technical project management, programmatic planning, discipline specialist liaison, editing and report production, technical issue resolution, and research design formulation. Dr. Garaventa's experience has ranged from small surveys to major interdisciplinary data recovery excavations undertaken for both public and private projects in California, Nevada, and New Mexico. Her extensive work with cultural material, combined with her fieldwork and collections management skills, brings an interdisciplinary, conservation-minded approach to cultural resource projects.

EDUCATION

- » Ph.D., Anthropology, University of California Berkeley

REGISTRATIONS

- » Register of Professional Archaeologist (RPA #10185)

PROJECT REFERENCES

- » **County of Alameda**
On-call for Cultural and Historic Property Resources
2009–ongoing
James Yoo, Environmental Services
399 Elmhurst Street, Hayward, CA 94544-1395
(510) 670-6632 | jamesy@acpwa.org
- » **Panorama Environmental, Inc.**
Cultural resources assessments for various public work and private development projects
2009–ongoing
Tania Treis, Principal
717 Market Street, Ste 400, San Francisco, CA 94103
(650) 340-4829 | tania.treis@panoramaenv.com
- » **Denise Duffy & Associates, Inc.**
Cultural resources assessments for various public work and private development projects
2009–ongoing
Denise Duffy, Principal
947 Cass Street, Ste 5, Monterey, CA 93904
(831) 373-4341 | dduffy@ddaplanning.com

Aubrey K. Cool, PG

PRINCIPAL GEOLOGIST | NINYO & MOORE

As a Principal Geologist for Ninyo & Moore, Aubrey Cool has experience in the environmental industry, specializing in Leaking Underground Fuel Tank case project management, groundwater monitoring program management, and soil, groundwater, and soil vapor investigations. As the project manager for a Bay Area airport site, she recently oversaw a landfill gas and groundwater monitoring well installation investigation, coordinated the monthly landfill well monitoring and quarterly landfill gas and groundwater monitoring well sampling, and prepared the installation and quarterly monitoring and sampling reports. Ms. Cool possesses an expert knowledge of California's Low-Threat Underground Storage Tank Case Closure Policy and has provided her clients with the professional expertise to develop technical strategies to achieve timely and cost-effective case closures.

EDUCATION

- » BS, Earth Sciences, University of California, Santa Cruz

REGISTRATIONS

- » PG 7659 (California)

PROJECT REFERENCES

- » **City of South San Francisco**
Soil characterization for the Orange Memorial Park Aquatic Center
2023–2024
Philip Vitale
400 Grand Avenue, South San Francisco, CA 94080
(650) 829-3800 | philip.vitale@ssf.net
- » **City of Richmond**
Environmental services for EPA Brownfields grant
2017–2022
Lina Velasco
450 Civic Center Plaza, Richmond, CA 94904
510.620.6841 | lina_velasco@ci.richmond.ca.us
- » **Port of Oakland**
As needed Environmental Compliance services
2018–Ongoing
Colleen Liang
530 Water Street, Oakland, CA 94607
(510) 627-1100 | cliang@portoakland.com

Peter C. Connolly, PE, GE

PRINCIPAL ENGINEER | NINYO & MOORE

As Principal Engineer for Ninyo & Moore, Peter Connolly manages and conducts geotechnical evaluations for commercial and public facilities, including highways, railroads, pipelines, and bridges. He routinely performs slope stability analyses, designs flexible and rigid pavement and underground pipelines, prepares and reviews geotechnical reports, develops geotechnical design parameters, and provides recommendations for shallow and deep foundations, retaining structures, in-situ ground remediation, and earthwork. In a Project Management role, he performs project administration and management, provides supervision of and technical support to staff-level engineers and geologists, and reviews laboratory results, project plans, and specifications.

EDUCATION

- » ME, Civil Engineering, University of California, Berkeley
- » BS, Civil Engineering, Rensselaer Polytechnic Institute

REGISTRATIONS

- » PE 61547 (California)
- » GE 2707 (California)

PROJECT REFERENCES

- » **City of Fremont**
Geotechnical evaluation for pavement settlement
2022–2022
Ed Nakayama
39550 Liberty Street, Alameda, CA 94537
(510) 494-4700 | enakayama@fremont.gov
- » **City of Menlo Park**
City of Menlo Park On-Call Peer Review
2022–Ongoing
Chuck Andrews
701 Laurel Street, Menlo Park, CA 94025
(650) 330-6600 | chandrews@menlopark.gov
- » **City of Alameda**
Geotechnical services for a new aquatic center
2023–2024
Jack Dybas
920 Willow Street, Alameda, CA 94501
(510) 747-7900 | jdybas@alamedaca.gov

William P. Larkin, CAC, LRC I/A & PM

PRINCIPAL ENVIRONMENTAL SCIENTIST | NINYO & MOORE

As a Principal Environmental Scientist for Ninyo & Moore, William Larkin has 30 years of environmental experience in all aspects of asbestos and lead-based paint surveys and construction management programs, as well as environmental planning programs including transportation and city planning projects. He has participated in multifamily asbestos and lead-based paint surveys in both occupied and unoccupied buildings, aided in asbestos project design and provided project management and construction monitoring in educational, commercial, industrial, residential, and laboratory facilities. Mr. Larkin has conducted numerous environmental due diligence assessments and compliance reviews of retail, industrial, and commercial properties and has conducted numerous biological/mold assessments for private and public clients.

EDUCATION

- » MPA, Golden Gate University, San Francisco, CA
- » BA, Political Science and European History, University of California, Davis

REGISTRATIONS

- » Certified Asbestos Consultant, No. 99-2688

PROJECT REFERENCES

- » **City of Richmond**
Booker T. Anderson Community Center
2024–2024
Josef Munoz
450 Civic Center Plaza, Richmond, CA 94804
(510) 307-8091 | josef_munoz@ci.richmond.ca.us
- » **City of Vallejo Police Department**
Air sampling, wipe sampling and oversight during lead abatement/cleaning
2024–2024
Melissa Tigbao
555 Santa Clara Street, Vallejo, CA 94590
(707) 648-4163 | melissa.tigbao@cityofvallejo.net
- » **City of Larkspur**
Fire Stations 15 and 16
2020–2023
Julian Skinner
400 Magnolia Avenue, Larkspur, CA 94939
(415) 927-5110 | jskinner@cityoflarkspur.org

Mark E. Spencer, PE

SENIOR PRINCIPAL TRANSPORTATION ENGINEER | W-TRANS

President and Senior Principal Mark Spencer is the manager of the W-Trans Oakland office, focuses on traffic analysis for multidisciplinary projects, and excels at community engagement. His work includes managing a wide array of transportation planning projects from EIRs and Specific Plans to parking studies and neighborhood traffic management plans. He is often invited to present projects before community forums and elected officials, and is recognized for his ability to present technical topics to both general and professional audiences. He also enjoys his role in mentoring and training staff.

EDUCATION

- » MS, Civil Engineering, University of California, Berkeley
- » BEng, Civil Engineering, McGill University, Montreal, Canada

REGISTRATIONS

- » Traffic Engineer #1737 (CA)
- » Institute of Transportation Engineers (ITE), Fellow, International Director, 2021–2023

PROJECT REFERENCES

- » **County of Contra Costa**
On-call traffic engineering services
Mar 2012–Ongoing
Warren Lai, Deputy Director of Public Works
1025 Escobar Street, Martinez, CA 94553
(925) 313-2180 | wlai@pw.cccounty.us
- » **County of Alameda**
On-call traffic engineering services
Feb 2017–Ongoing
Tam Nguyen, Senior Engineer
399 Elmhurst Street, Hayward, CA 94544
(510) 670-5758 | tam@acpwa.org
- » **City of San Carlos**
On-call traffic engineering services
Dec 2016–Ongoing
Grace Le, City Engineer
600 Elm St, San Carlos, CA 94070
(650) 802-4201 | GLe@cityofsancarlos.org

Kenneth Jeong, PE

SENIOR TRAFFIC ENGINEER | W-TRANS

Kenny Jeong is a Senior Traffic Engineer who manages traffic engineering studies and provides technical support for transportation improvement projects. Kenny received his B.S. in Civil and Environmental Engineering from San José State University in 2001. The Bay Area native began his consulting career immediately following graduation, contributing on Plans, Specifications, and Estimates for roadway improvement projects and traffic analyses for development projects all across the Bay Area. Kenny has a broad range of experience including multijurisdictional projects with evaluations of traffic operations using microsimulation, roundabout analysis and planning, conducting traffic impact studies, and reviewing neighborhood and school circulation issues.

EDUCATION

- » BS, Civil Engineering, San José State University,

REGISTRATIONS

- » Traffic Engineer #2787 (CA)
- » Institute of Transportation Engineers (ITE) Member

PROJECT REFERENCES

- » **County of Contra Costa**
On-call traffic engineering services
Mar 2012–Ongoing
Warren Lai, Deputy Director of Public Works
1025 Escobar Street, Martinez, CA 94553
(925) 313-2180 | wlai@pw.cccounty.us
- » **County of Alameda**
On-call traffic engineering services
Feb 2017–Ongoing
Tam Nguyen, Senior Engineer
399 Elmhurst Street, Hayward, CA 94544
(510) 670-5758 | tam@acpwa.org
- » **City of Novato**
On-call traffic engineering services
Mar 2017–Ongoing
David Dammuller, Engineering Services Manager
922 Machin Avenue, Novato, CA 94945
(415) 899-8953 | ddammuller@novato.org

Mark Brown

ASSOCIATE PLANNER | W-TRANS

Associate Planner Mark Brown manages projects and provides support for transportation impact studies, GIS, mapping, and transportation planning services.

Mark graduated from the University of Southern California in 2000 with a Master of Planning and a strong transportation planning emphasis. Originally from the San Fernando Valley of Los Angeles, Mark has been involved in a broad range of transportation projects, having managed numerous transportation impact studies and active transportation master planning efforts across California. His expertise also extends to geographic information systems, transit alternatives analysis, traffic planning, environmental impact assessment, and mitigation as well as mapping and public outreach. Mark firmly believes in a balanced approach to transportation planning that includes all modes of travel to maximize competitive travel options.

EDUCATION

- » Master of Planning, Transportation Emphasis, University of Southern California
- » BA in Urban Studies and Planning, University of California, San Diego,

PROJECT REFERENCES

- » **County of Contra Costa**
On-call traffic engineering services
Mar 2012–Ongoing
Warren Lai, Deputy Director of Public Works
1025 Escobar Street, Martinez, CA 94553
(925) 313-2180 | wlai@pw.cccounty.us
- » **County of Alameda**
On-call traffic engineering services
Feb 2017–Ongoing
Tam Nguyen, Senior Engineer
399 Elmhurst Street, Hayward, CA 94544
(510) 670-5758 | tam@acpwa.org
- » **City of San Carlos**
On-call traffic engineering services
Dec 2016–Ongoing
Grace Le, City Engineer
600 Elm St, San Carlos, CA 94070
(650) 802-4201 | GL@cityofsancarlos.org

EDUCATION

- » Graduate Certificate in Planning Law, Rutgers University, New Brunswick, New Jersey
- » MCRP, California Polytechnic State University, San Luis Obispo
- » BA, Geography, University of California, Santa Barbara

PROFESSIONAL AFFILIATIONS

- » American Planning Association
- » APA California, Sacramento Valley Section – Board Member
- » APA California, Diversity Inclusion Directors – Board Member
- » Society for College and University Planning

Dan Amsden, AICP

PRINCIPAL-IN-CHARGE | MIG

Dan Amsden is an experienced, personable problem-solver whose patience and poise enable him to navigate the most complex and controversial urban planning projects. His father planted the planning seed before Dan left for college where the idea of helping to organize the built world took root, leading him to study geography, city and regional planning, and eventually regulatory law. As timelines to produce results have become more compressed, he uses his land use, public policy, and engagement expertise to devise effective strategies that streamline and focus projects on action-oriented change. Whether cutting through unnecessary regulations and roadblocks, or developing community buy-in, Dan enjoys finding multifaceted solutions through collaboration and engagement. He is committed to diversity and inclusion in his projects, as well as within the field of planning itself, serving as a Board member for diversity and inclusion with APA California. From general and specific plans to zoning and urban design, Dan is always seeking ways to innovate—creating better processes, projects, and outcomes for his clients and communities.

PROJECT REFERENCES

- » **City of Mountain View**
Moffett Boulevard Precise Plan
2024–Ongoing
Aki Honda Snelling, Senior Planner
500 Castro St, Mountain View, CA 94041
(650) 903-6452 | aki.snelling@mountainview.gov
- » **City of Burlingame**
General Plan Update, Climate Action Plan, Broadway Specific Plan, Parks and Recreation Master Plan
2015–2019
Kevin Gardiner AICP, Community Development Director
501 Primrose Road, Burlingame, CA 94010
(650) 558-7253 | kgardiner@burlingame.org
- » **City of Redding**
Downtown Redding Riverfront Specific Plan
2023–2024
Jeremy Pagan, Director of Development Service
777 Cypress Ave. Redding, CA 96001
(530) 225-4099 | jpagan@cityofredding.org

EDUCATION

- » BA, Environmental Studies and Planning, Sonoma State University

Shawna Brekke-Read

PROJECT MANAGER / DIRECTOR OF CONTRACT AND PROFESSIONAL SERVICES | MIG

Shawna Brekke-Read leads MIG's contract and professional services for Northern California. Shawna enjoys supporting local agency staff, providing tailored, solutions-based services. Shawna's work includes reviewing complex projects, overseeing current planning efforts, and supporting early career planners in project review.

Shawna has over 30 years of experience in public, non-government, and private sectors. Her MIG work has included permit streamlining and process audits, meeting facilitation, housing implementation, and development code/zoning amendments, including objective design standards. Shawna has worked extensively in areas with sensitive resources that are subject to heightened review standards, including coastal communities and the Lake Tahoe Basin.

Prior to joining MIG, Shawna directed Community Development, Planning, and Development Services Departments in Northern California. As a director and municipal manager, she specialized in permit streamlining as she oversaw planning, building, housing, economic development, and permit counter functions.

PROJECT REFERENCES

- » **City of Richmond**
On-call planning services
2023–Ongoing
Hector Rojas, Planning Manager
450 Civic Center Plaza, Richmond, CA 94804
(510) 620-6706 | Hector_rojas@ci.richmond.ca.us
- » **County of San Joaquin**
On-call contract staffing
2022–Ongoing
Corinne King, Deputy Director of Community Development, Planning
44 N San Joaquin St, Stockton, CA 95202
(209) 953-7509 | cking@sjgov.org
- » **City of San Rafael**
On-call contract staffing
2020–2021
Alicia Giudice, Director of Development Services for the City of Rohnert Park (formerly with the City of San Rafael)
1400 Fifth Ave, San Rafael, CA 94901
(707) 588-5536

Genevieve Sharrow

PROJECT MANAGER | MIG

Genevieve Sharrow is a highly versatile planner whose experience encompasses a diverse range of projects, including general plans, specific plans, zoning codes, parks master plans, housing policy documents, and environmental impact analyses. While researching crime and the built environment in college, she came to value history and lessons from the past as an avenue to building better places in the future. Genevieve's attention to detail and creativity are showcased in her preparation of zoning codes and specific plans, which she crafts to function as both regulatory documents and economic development tools. Her work is focused on viable implementation so that clients can respond to immediate issues while planning for the long-term with the fluidity and flexibility to adapt to change. Her detailed writing style is clear, concise, and technically sound, yet accessible to the lay person. As a project manager, Genevieve excels at conducting a truly collaborative process that involves clients, technical experts, and communities. On every project, she is committed to enhancing quality of life and strives to provide the tools needed for clients to achieve success.

PROJECT REFERENCES

» **City of Atascadero**

Housing Element update, Objective Design Standards zoning text amendments, Zoning text amendments on process/discretionary thresholds
2019–2024

Phil Dunsmore, Community Development Director
6500 Palma Ave., Atascadero CA 93422
(805) 461-5035 | pdunsmore@atascadero.org

» **City of Paso Robles**

Housing Element update, Comprehensive zoning code update
2019–2024

Darcy Delgado, Associate Planner
1000 Spring Street, Paso Robles, CA 93446
(805) 227-7200 x7742 | DDelgado@prcity.com

» **City of Duarte**

Duarte Town Center Specific Plan, Duarte Station Specific Plan, Duarte Town Center Greening and Traffic Calming Plan, Westminster Gardens Specific Plan
2015–ongoing

Craig Hensley, Community Development Director
1600 Huntington Drive, Duarte, CA 91010
(626) 357-7931 | chensley@accessduarte.com

EDUCATION

- » MA, Urban Planning, University of California, Los Angeles
- » BA, Social Anthropology, University of Michigan

PROFESSIONAL AFFILIATIONS

- » American Planning Association (APA)

AWARDS

- » APA California Chapter, Comprehensive Plan Award: Small Jurisdiction, Duarte Town Center Specific Plan, 2017

EDUCATION

- » BS, Urban and Regional Planning, California State Polytechnic University, Pomona

Deborah Drasler

SENIOR PLANNER | MIG

Deborah Drasler has over 26 years of public and private professional planning experience. Debbie has served as project manager on multiple current and advanced planning projects throughout Southern California, including specific plans, general plan amendments, zone changes, and controversial entitlement projects. She is proficient in managing projects, small and large, including single-family and multifamily residential, wireless facilities, commercial, mixed-use, and industrial development plans.

Debbie has extensive knowledge and experience with land use regulations, CEQA requirements, Subdivision Map Act, Coastal Act, and policies and procedures. She works effectively with city staff, developers, residents, and special interest groups. Debbie also shares her skills and planning knowledge by serving in a supervisory capacity, training entry-level, in-house staff for municipalities to ensure an agency has effective and confident personnel.

PROJECT REFERENCES

» City of Westminster

Senior-level planning services for specific complex or controversial projects including entitlements for Bolsa Row Specific Plan and Project Development, Westminster Memorial Park and Mortuary, Milton Housing Development
2013–Ongoing
Steve Ratkay, AICP, Planning Manager
8200 Westminster Blvd., Westminster, CA 92683
(714) 548-3484 | sratkay@westminster-ca.gov

» County of Orange

Senior-level planning services for specific complex or controversial projects including entitlements for Oak Grove Subdivision, County of Orange General Plan Amendment – Transportation Element
2013–2024
Justin Kirk, AICP, Deputy Director – Development Services
601 N. Ross Street, Santa Ana, CA 92701
(714) 667-1627 | Justin.kirk@ocpw.ocgov.com

» City of Laguna Hills

On-call planning services for general entitlement applications as well as senior-level planning services for specific complex or controversial projects including entitlements for Starbucks/Plantpower/Taco Bell, Moulton Niguel Water District Expansion, Laguna Hills Mall “Five Lagunas” Mixed-Use Project
1991–2009, 2015–2021
David Chantarangsu, Former CDD, City of Laguna Hills
(Current City of Murrieta Development Services Director)
24035 El Toro Rd, Laguna Hills, CA 92653
(951) 461-6002 | DChantarangsu@MurrietaCA.gov

EDUCATION

- » BA, Urban Studies, Minor in Landscape Architecture, University of California, Berkeley

Emily Sanchez-Resendiz

PLANNING PROJECT ASSOCIATE | MIG

Emily Sanchez-Resendiz supports MIG clients through thorough contract planning services and on-call planning support. Emily primarily reviews development proposals to ensure compliance with local policies and code requirements. She holds a high standard for all forms of communication and is experienced in navigating interdepartmental coordination to ensure efficient project progress (e.g., applicant and agency correspondence). She has a passion for people-centered design and the importance of community health in urban development.

Emily has experience in the public, nonprofit, and private sectors. Her work at MIG has included working on project developments subject to Form-Based Codes and aiding in the facilitation and planning of outreach initiatives such as the Contra Costa County Collaborative. Her work before MIG has allowed her to refine her skills in several areas, including outreach strategies, GIS analyses, field mapping, and fluent abilities to produce aesthetically appealing resources in English and Spanish. Some of her most proud accomplishments are pioneering the implementation of GIS services in her hometown's Public Works department and serving an important role in producing outreach materials for Carr Lake, an ecological restoration project in Salinas, California.

PROJECT REFERENCES

- » **City of Richmond**
On-call planning services
2023–Ongoing
Hector Rojas, Planning Manager
450 Civic Center Plaza, Richmond, CA 94804
(510) 620-6706 | Hector_rojas@ci.richmond.ca.us
- » **Town of Moraga**
On-call planning services
2021; 2024 – Ongoing
Afshan Hamid, Planning Director
329 Rheem Blvd, Moraga, CA 94556
(925) 888-7043 | ahamid@moraga.ca.us
- » **Town of Moraga**
On-call planning services
2021; 2024 – Ongoing
Brian Horn, Associate Planner
329 Rheem Blvd, Moraga, CA 94556
(925) 888-7044 | bhorn@moraga.ca.us

EDUCATION

- » MS, Community Development, University of California, Davis
- » Graduate Certificate, Landscape Architecture
- » Environmental Design, University of California, Davis
- » BA, Environmental Studies, University of Maryland, Baltimore County

Virginia Morgan

CONTRACT PLANNING ASSOCIATE | MIG

Virginia Morgan has a range of experience from social and environmental research to supporting current planning projects. As a project associate at MIG, Virginia has served as a contract planner for multiple jurisdictions including Richmond, Belvedere, and Mono County. During her work as a contract planner, she has provided prompt and professional coordination with applicants, as well as the preparation of reports for planning commissions, design review boards, and design review study sessions. Her current planning work has included projects ranging from small-scale residential updates to new, multifamily, and mixed-use developments. She has processed development entitlements to ensure their compliance with municipal codes and form-based codes, ordinances, general design standards and design guidelines for heritage homes, CEQA, and streamlined housing projects under California State Law SB35.

Virginia also served as the prime associate on a Short-Term Rental Study (STR) for Mono County, where she prepared a policy analysis on current STR regulations and rationale in Mono County and related jurisdictions.

PROJECT REFERENCES

- » **City of Richmond**
On-call planning services
2023–Ongoing
Hector Rojas, Planning Manager
450 Civic Center Plaza, Richmond, CA 94804
(510) 620-6706 | Hector_rojas@ci.richmond.ca.us
- » **Mono County**
Short-Term Rental Study
2023–Ongoing
Aaron Washco, Planning Analyst, Community Development
1290 Tavern Rd. PO Box 347. Mammoth Lakes, CA 93546
(760) 924-1810 | awashco@mono.ca.gov
- » **City of Oakland**
Project Management Intern
December 2022–June 2023, hourly internship ~30hrs/week
Micaela Pronio
250 Frank H. Ogawa Plaza, Oakland, CA 94612
(510)238-4932 | mpronio@oaklandca.gov

EDUCATION

- » BA, Urban Studies,
Stanford University

PROFESSIONAL AFFILIATIONS

- » American Planning Association
- » American Institute of Certified Planners

Dana Ayers, AICP

LAND USE AND ENVIRONMENTAL PLANNER | MIG

Dana joins MIG in June 2024 with over 24 years of experience in municipal, county, environmental and land use planning and permitting, with the majority of her career to date in public sector suburban and agricultural communities. Consequently, she has extensive knowledge of local government agency operations, including entitlement and permitting processes, standards and practices. As a governmental and contract planner, she has provided analysis for numerous land use development proposals and prepared or managed preparation of initial studies, negative declarations, mitigated negative declarations, and environmental impact reports for residential, commercial, agricultural and industrial projects, many of which were highly contentious. Dana has additional experience in advanced level planning, including preparation of general plan amendments, zoning code amendments, and related statutory and environmental analysis.

PROJECT REFERENCES

- » **City of Clayton**
Interim Community Development Director
2021–2021
Reina Schwartz, City of Clayton City Manager (former),
City of Albany Interim Finance Director (present)
6000 Heritage Trail, Clayton, CA 94517
(510) 528-5730 | rschwartz@albanyca.org
- » **City of Clayton**
Interim Community Development Director
2019–2020
Joe Sbranti, City of Clayton Interim City Manager (former)
6000 Heritage Trail, Clayton, CA 94517
(925) 726-9141
- » **Contra Costa County**
Martinez Renewable Fuels project
2021–2021
Lashun Cross, Principal Planner
30 Muir Road, Martinez, CA 94553
(510) 459-5386 | Lashun.Cross@dcd.cccounty.us

Christine Thomson, AICP, LEED AP

SENIOR PROJECT MANAGER | MIG

As a planner and designer, Christine Scott Thomson offers lessons learned and wisdom earned from 25 years of work on a variety of projects at every scale—from a single building to neighborhoods to districts to entire cities. Christine was first drawn to the field by a curiosity about how societies formed and the resulting relationship between the built and natural environments. Her passion for sustaining those environments keeps her focused on finding greener solutions that work to increase the health and prosperity of human and natural ecosystems.

EDUCATION

- » MS, Environment & Resources, University of Wisconsin
- » MA, Urban and Environmental Planning, University of Virginia
- » MA, Architecture, University of Virginia
- » BA, Urban Studies / Geology, Brown University

REGISTRATIONS

- » American Institute of Certified Planners (AICP)
- » LEED Accredited Professional (LEED AP)

PROJECT REFERENCES

- » **City of Concord**
Development of an Objective Design Standards (ODS) booklet with standards and associated graphics
2021–2023
Joan Ryan, Community Reuse Planner
1950 Parkside Drive, Concord, CA 94519
(925) 671-3370 | Joan.Ryan@cityofconcord.org
- » **City of Redding**
Riverfront Specific Plan & EIR
2023–Ongoing
Jeremy Pagan, Director of Development Service
777 Cypress Ave, Redding, CA 96001
(530) 225-4099 | jpagan@cityofredding.org
- » **City of Baldwin Park**
Development of an Objective Design Standards (ODS) code language and associated graphics
2022–2023
Melissa Chipres, Associate Planner
14403 E. Pacific Avenue, Baldwin Park, CA 91706
(626) 960-4011 x452 | melissac@baldwinpark.com

Mukul Malhotra

PRINCIPAL | MIG

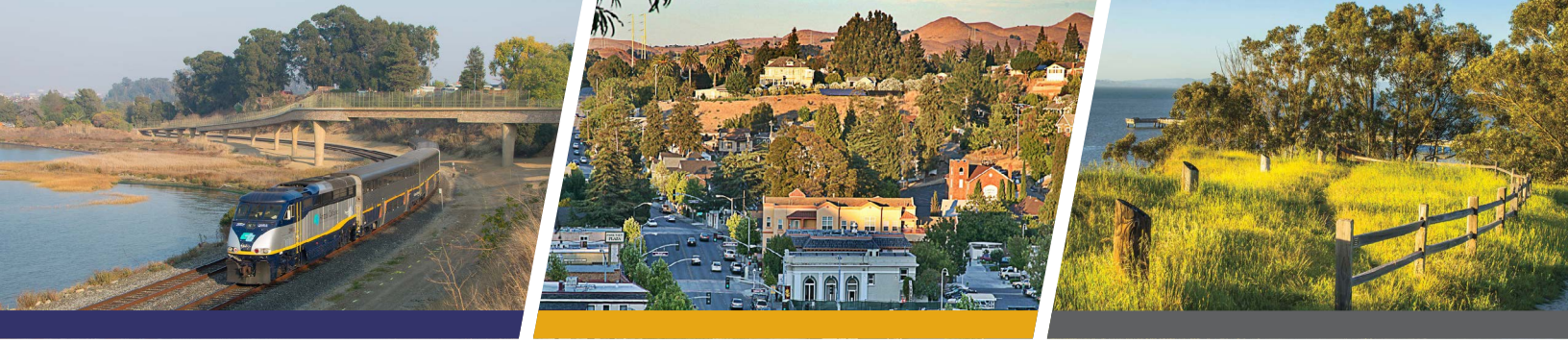
Mukul Malhotra is an award-winning urban designer and nationally-recognized expert and innovator in comprehensive plans. Originally an architect, Mukul gravitated toward planning and urban design because it yields greater impact beyond just the physical environment. He is committed to not only advancing the communities he works in around the country, but to moving the dial up a notch on the profession itself. His projects have addressed issues related to urban development and revitalization, streetscape design and planning, pedestrian- and transit-oriented design, and preservation of neighborhood and city character. From well-established single family neighborhoods and historic districts to new communities, Mukul's creativity and interdisciplinary approach have given shape and form to countless places and spaces from Texas to Massachusetts and California to North Carolina.

EDUCATION

- » Master of Urban Design, University of California, Berkeley
- » BArch, Sushant School of Art and Architecture, Gurgaon, India

PROJECT REFERENCES

- » **Centro San Antonio**
Zona Cultural Streetscape Master Plan
2020–2023
Edward A. Romero
219 E Travis St, San Antonio, TX 78205
(210) 225-3862 | eromero@centrosa.org
- » **San Antonio Public Works Department**
Alamo Complete Streets
2011–Ongoing
Luis E. Maltos, PE
100 W. Houston St., 15th Floor, San Antonio, TX 78205
(210) 207-8223 | luis.maltos@sanantonio.gov
- » **Hemisfair**
Hemisfair Complete Streets
2018–2022
Andres Andujar, CEO
630 E. Nueva, San Antonio, TX 78205
(210) 867-1305 | andres.andujar@hemisfair.org



Required Statements and Documents

Conflicts of Interest

- » MIG has no conflicts of interest, real or perceived, on this RFP.

Levine Act

- » Neither MIG nor any of our team members have made a contribution of \$250 or more to a City Council Member within the 12-month period preceding the submittal deadline of this RFP, and within the 12-month period preceding any subsequent procurement based on this RFP.

Indemnification

- » MIG has the ability and agreement to fulfill the indemnification and insurance requirements contained in the standard contract.

Proprietary Information

- » Nothing contained in the submitted proposal will be proprietary.
- » MIG acknowledges that the Consultant understands that all documents submitted to the City in connection with the proposal are subject to the California Public Records Act and may be disclosed without notice to the Consultant.

Standard Agreement

- » MIG has no changes to the text of the standard agreement included in the RFP.

Litigation

MIG has had no litigation within the past 7 years. MIG has never had a contract terminated for breach of contract.



Statement of Qualifications | May 6, 2024

On-Call Environmental & Planning Services

for the City of Pinole





Statement of Qualifications | May 6, 2024

On-Call Environmental & Planning Services

for the City of Pinole

Prepared by: PlaceWorks

2040 Bancroft Way, Suite 400
Berkeley, California 94704
t 510.848.3815

ORANGE COUNTY • **BAY AREA** • SACRAMENTO • CENTRAL COAST • LOS ANGELES • INLAND EMPIRE

www.PlaceWorks.com



May 6, 2024

Lilly Whalen
Community Development Director
City of Pinole
Community Development Department
2131 Pear Street
Pinole, CA 94965

Subject: On-Call Environmental and Planning Services

Dear Lilly:

Please accept the attached submittal as PlaceWorks' Statement of Qualifications to provide on-call environmental and planning services for the City of Pinole.

PlaceWorks is a 100% employee-owned planning, design, and environmental consulting firm with 140 employees in six offices statewide. We provide comprehensive planning, environmental review, urban design, landscape architecture, community outreach, and GIS services.

We care a lot about what's happening in Pinole, and the potential to assist you and City staff is exciting for us, as we were not able to offer services to the City while one of your colleagues was a family member of one of ours, and I have not had a chance to work with you since your days in Sausalito.

This proposal shall remain valid for 90 days from the date of submittal and as Principal I'm authorized to bind the team to the contents of this submittal and to negotiate contracts on behalf of PlaceWorks.

PlaceWorks acknowledges and accepts all terms of the Consulting Services Agreement (Attachment A).

PlaceWorks has read and acknowledges Addendum No. 1, issued April 29, 2024, and Addendum No. 2, issued April 29, 2024.

Please contact me at any time if you'd like more information.

PLACEWORKS

A handwritten signature in black ink, appearing to read "Ca K", written over the printed name and title.

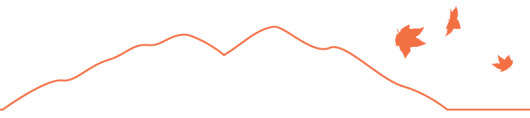
Charlie Knox
Principal



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APPENDIX A: RESUMES



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1. COMPANY PROFILE

PlaceWorks

PlaceWorks is a 100% employee-owned planning, design, and environmental consulting firm. The firm serves both public- and private-sector clients in the fields of comprehensive planning, urban design, landscape architecture, environmental analysis and sciences, and GIS. Founded in 1975, PlaceWorks now employs a staff of approximately 140 people in six offices.

PlaceWorks is all about places and how they work geographically, environmentally, functionally, aesthetically, and culturally. We are also passionate about how we work with our clients. PlaceWorks brings together people from diverse practice areas, offering best-of-all-worlds capability and connectivity. Just as each place we work is distinctly different, so is our thinking.

Company Ownership

Company Type: California C-Corporation

Office Locations

Santa Ana (headquarters)

Berkeley

Los Angeles

Ontario

Sacramento

San Luis Obispo

Primary Contact

Charlie Knox

Principal

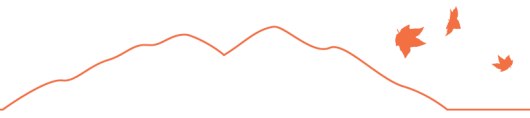
2040 Bancroft Way, Suite 400
Berkeley, CA 94704

510.848.3815 ext. 3310

cknox@placeworks.com

Website

placeworks.com



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2. ORGANIZATION AND STAFFING

PlaceWorks has assembled a highly qualified team to provide on-call environmental and planning services for the City of Pinole. This chapter describes the key personnel that will be assigned to the project. Resumes for the key staff identified below are included in the appendix at the end of this proposal. Additional materials are available upon request.

Key Staff

Charlie Knox, Principal



Charlie has more than 30 years of experience in public and private sector planning and has a thorough understanding of how to manage and coordinate staff and stakeholder efforts to best serve municipal staff, local citizens, city councils, and communities. Charlie's expertise includes shepherding high-profile projects through the entitlement process, including mixed-use developments and municipal energy-conservation projects. He also specializes in local and regional transportation and transit initiatives to help shorten commutes, reduce single-occupant vehicle travel, support Transit-Oriented Development, establish local Transportation Demand Management programs, and reduce Vehicle-Miles Traveled to meet City, regional, and State objectives. Prior to joining PlaceWorks, Charlie led the City of Benicia Public Works and Community Development Departments and used innovative leadership skills to provide superior customer service to residents despite significant resource constraints.

Terri McCracken, Associate Principal



Terri is an extremely organized and efficient planner with a detailed understanding of the environmental review process. With over 20 years of environmental planning experience, she is a valuable asset to any project team. Terri is responsible for the day-to-day management of environmental review projects, maintaining regular contact with clients, coordinating subconsultants, and attending meetings. Terri's work at PlaceWorks has focused on the application of CEQA, NEPA, as well as other State and federal environmental regulations and guidelines. Terri effortlessly manages, coordinates, reviews, and conducts research for various types of environmental review documents for a broad range of projects, including long-range plans, municipal codes, residential, commercial, industrial, recreational, resort, and public works. She is responsible for the preparation of environmental constraints, feasible mitigation measures, and viable project alternatives, as well as for responding to public and agency comments on environmental documents. She is also responsible for facilitating public meetings and managing project schedules in order to provide work products on time and within budget.

Carey Stone, Senior Associate



A team member of PlaceWorks since 2007, Carey has experience with a range of planning projects including general plans, environmental review documents, public outreach campaigns, and GIS projects. Specializing in comprehensive planning, she has served as project manager on a variety of projects for cities and counties throughout California. Carey is well-versed in the full arc of general plan updates and understands what decisions need to be made when to complete a project on schedule. Utilizing her thorough research and analytical and writing skills, Carey has managed and worked on all phases of general plan projects including preparing existing conditions reports, working with advisory committees, developing policies, analyzing alternatives, preparing public outreach strategies and materials, assisting with environmental review, and using GIS to generate buildout calculations. She is also an experienced small group facilitator and can effectively guide discussions and elicit input from all members of a group.

Angelica Garcia, Associate



Angelica has experience working on a wide range of planning projects, including general plans, neighborhood plans, community outreach campaigns, housing elements, objective design standards, and zoning code updates. She has over eight years of experience and brings a wide variety of skills through her work experience and education. Her interest in urban planning stems from her desire to help create healthier communities. She enjoys working on plans that reflect the unique needs of each community. Angelica is currently the project manager for Placer County and City of Soledad General Plan Updates. She is also working on the General Plan Update for San Mateo, three Neighborhood focused Housing Action Plans for Stockton, and updating the Environmental Justice Elements for San Mateo County, City of Burlingame, and City of East Palo Alto.

Raul Tovar Gonzalez, Project Planner



Raul is a motivated planner who aims to promote the development of healthy, livable, and sustainable communities. Through his work, he hopes to support the goals and visions of the communities in which he works. At PlaceWorks, Raul enjoys working on a variety of comprehensive planning and transportation planning projects - in both the public and private sectors. He is highly resourceful and brings versatile skill sets to his projects, including strong research, project management, analytic, and graphics skills.

Lauren Willey, Associate



Lauren enjoys a range of projects, from climate action and adaptation planning to comprehensive planning. Her planning approach is driven by her desire to center residents in the planning process, especially those that have historically been excluded, and is informed by her interests in technical analysis and environmental design. Her work includes greenhouse gas inventories and forecasting, climate action planning, and comprehensive planning.

Rachel Goren, Associate

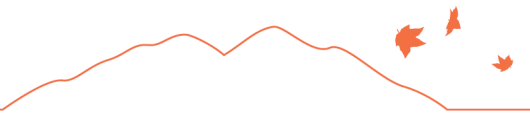


Rachel is passionate about the environment and works to lessen human impact and increase resiliency within this changing climate. She has over 3 years of experience working in both the private and public sector. She began as a Project Planner at PlaceWorks working on CEQA and planning documents for a variety of projects. She has proved to be a dedicated and beneficial asset to the team.

Madeline Miller, Project Planner



Madeline has two years of experience in the environmental realm. Working within a public agency has given her valuable insight that she uses to support her team, clients, and projects while also harnessing her skills to foster relationships between private, local, state, and federal agencies. She has worked on a variety of projects pertaining to CEQA and regularly prepares non-technical sections of EIRs while coordinating with staff and ensuring internal consistency.



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3. DESCRIPTION AND APPROACH

Comprehensive Planning

Our planners stay at the forefront of the rapidly evolving legislative and technological environment and our processes, plans, and products reflect this. Our staff have led the way in responding to evolving general plan law as well as applying innovative outreach strategies and new technologies. We take an integrated and holistic approach to planning and design projects. The breadth of our experience includes General Plans, Specific Plans, zoning codes, community profiles, and other long-term planning and policy documents. We also have significant experience helping agencies apply for and use grant funding to help implement their projects. Working closely with our clients and stakeholders, we help communities realize their goals while supporting environmental stewardship and sustainable, long-term growth.

Specific Plans

PlaceWorks has prepared specific plans that streamline development throughout California and is recognized as a thought leader in state-of-the-art specific plan preparation. Not only have we prepared over 250 specific plans that cover every region of the state, we have published a *“Practical Guide to the Specific Plan.”* In all cases, PlaceWorks approach is to use specific plans as a tool to both engender responsible development and to streamline the approval process so that development can proceed efficiently and cost effectively. Specific plans are an invaluable California tool for customizing how future development and public improvement address community needs and create thriving places. Our work is for both public- and private-sector clients, which gives us important insight into housing trends, production needs, and other barriers that exist throughout the state.

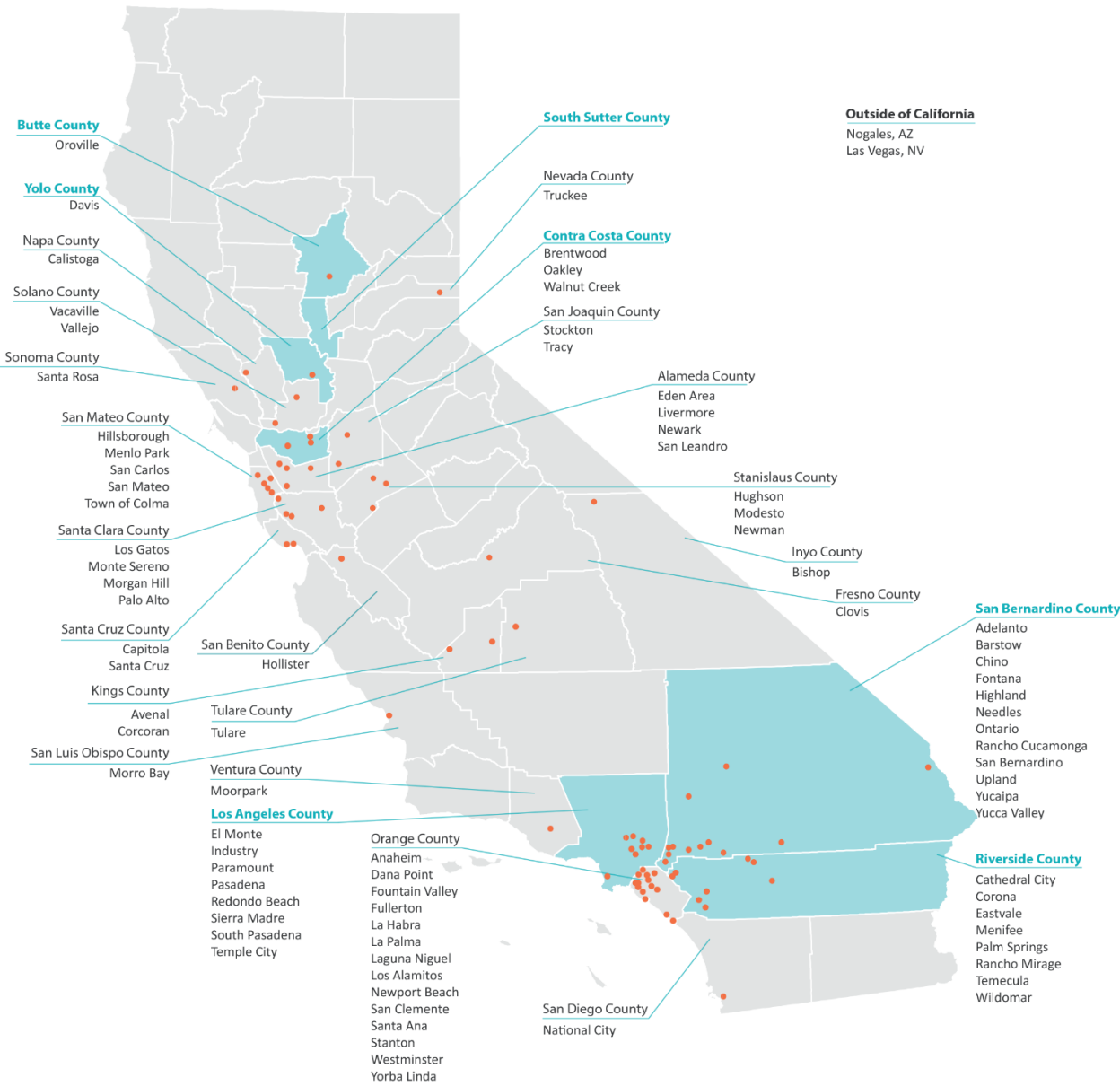
Zoning and Form-Based Codes

Our effective and user-friendly zoning codes are carefully customized to meet each community’s unique needs. We focus on what already works and then tailor and integrate best practices from a range of approaches, including form-based codes, performance zoning, and conventional zoning. Our codes are innovative but grounded in practical and economic realities with clear and concise text, high-quality graphics, and creative solutions to complicated issues.

General Plans

With several principal-level General Plan practitioners throughout California, PlaceWorks’ portfolio of General Plan projects and expertise is unparalleled. As shown on the following page in Figure 1, PlaceWorks has the distinction of having prepared more than 100 general plans for communities throughout California, 18 of which have won awards at the local and state levels from the APA. The breadth of our experience includes small and large urbanized cities as well as rural, suburban, and unincorporated communities. We also have a broad range of experience in coastal, mountain, valley, and desert communities throughout the state.

FIGURE 1 GENERAL PLAN EXPERIENCE



Agency Planning

We are honored to serve as an extension of staff in a number of communities and in diverse agencies. We are very experienced in municipal development review assistance, including staff report preparation and exhibits, developer/City facilitation, site planning, urban design, and presentations to commissions and City councils.

Environmental Review

We have four decades of experience in environmental planning and science, with a long-term perspective and technical expertise in responsive to the dynamic State and federal regulatory environment, as well as to local contexts. We have handled a wide range of project sizes and types, and our reputation is built on our consistent production of effective and defensible environmental documents. As a full-service environmental and planning firm, we understand the needs associated with conducting feasibility and environmental clearance for public infrastructure projects.

PlaceWorks has completed thousands of environmental documents and risk analyses—from CEQA documentation, environmental site investigations and remediation, and health risk assessments to landscape architecture, transportation, and bicycle plans. Our dedicated in-house team consists of project managers, environmental planners and scientists, licensed engineers, designers, economists, and air quality/GHG and noise modeling experts. Our broad experience and technical proficiency have given us a keen understanding of the complexities of both public policies and project designs for sustainable development. In addition to providing the requisite technical support for wide-ranging tasks, we often serve as a sounding board for clients to explore design strategies and their environmental and regulatory implications. The breadth of our environmental services is summarized below.

California Environmental Quality Act Documentation

- Environmental Impact Reports (EIRs)
- Negative Declarations (NDs) and Mitigated Negative Declarations (MNDs)
- Exemptions
- Addenda
- Mitigation Monitoring Programs
- Findings/Resolutions
- Third-Party CEQA Adequacy Review
- Litigation Support
- Technical Studies
 - Air Quality, GHG, Energy
 - Noise, Vibration, and Acoustics
 - Hydrology/Water Quality Studies
 - Health Risk Assessments
 - Visual Impacts Analyses: Shade/Shadow Analysis, Light/Glare Studies, Visual Simulations including Drone Photography

National Environmental Policy Act Documentation

- Environmental Impact Statements (EISs)
- Environmental Assessments (EAs)
- Findings of No Significant Impact (FONSIs)

Regulatory Compliance and Safety

- SWPPPs/WQMPs
- SPCCPs
- NPDES Monitoring and Permits
- Air Permits
- CDFW/Corps Permitting
- Regulatory Agency Interface and Strategy

Technical Studies

Air Quality, GHG, Energy, Health Risk Assessments



Continued public concern about poor air quality and changing climates due to increased GHG emissions requires a more stringent approach to meeting evolving regulations. PlaceWorks helps clients navigate these critical decisions with individually tailored air quality, GHG, and energy analyses and modeling for environmental processing under CEQA. We obtain and make use of key data from the California Air Resources Board (CARB), the Environmental Protection Agency (EPA), the Bay Area Air Quality Management District (BAAQMD), the California Energy Commission, and the Energy Information Administration. Our staff also has a strong technical grasp of modeling tools and protocols for quantifying air quality parameters and GHG emissions, including the California Emissions Estimator Model (CalEEMod), CARB's Emission FACTor (EMFAC) model and Atmospheric

Dispersion Modeling (AERMOD), CARB's Off-Road model, and CALINE. We beta tested the CalEEMod emissions inventory model for South Coast AQMD and Sacramento Metropolitan AQMD.

We are on top of the changing regulatory environment for GHGs, criteria air pollutants, and toxic air contaminants (TACs). PlaceWorks applies our knowledge of the BAAQMD CEQA Guidelines and modeling tools (e.g., CalEEMod, EMFAC, Offroad, AERMOD) to all projects we undertake in the Bay Area. We work closely with the lead agency and BAAQMD to ensure that the air quality modeling provides a conservative estimate of emissions, follows BAAQMD modeling protocols, and addresses recent case law, including the *Sierra Club v. County of Fresno* (Friant Ranch, L.P.) (2018) 6 Cal.5th 502. Our staff are members of the Association of Environmental Professional's (AEP) Climate Change Committee and have been involved in GHG thresholds development since Assembly Bill (AB) 32 was adopted. We also ensure our projects are compliant with CEQA case law regarding use of an efficiency metric (*Golden Door Properties, LLC v. County of San Diego/Sierra Club, LLC v. County of San Diego* (2018) 27 Cal.App.5th 892). For projects that exceed the BAAQMD thresholds, we consider use of on-site reductions as well as use of GHG emissions offsets with clearly defined performance standards to achieve GHG reduction goals (*Golden Door Properties, LLC/Sierra Club v. County of San Diego* (2020) Fourth District D075328, D075478, D075504).

PlaceWorks' in-house technical services staff is well versed in analyzing both how projects impact the environment and how existing air emission sources in the environment affect sensitive populations. PlaceWorks stays up to date with the latest recommendations and studies prepared by CARB, California Environmental Protection Agency (CalEPA), and Office of Environmental Health Hazards Assessment (OEHHHA), as well as the BAAQMD. PlaceWorks is proficient in air dispersion modeling software, such as the EPA's AERMOD and OEHHHA's Guidelines for Health Risk Assessments. PlaceWorks has completed numerous operational and construction Health Risk Assessments for industrial projects, residential developments, and school sites.

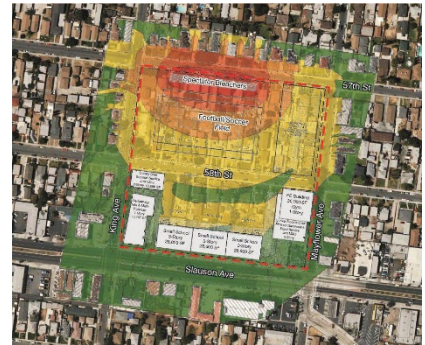
PlaceWorks' technical staff has presented at conferences for the APA, AEP, Urban Land Institute, and other organizations. Our staff members who serve on AEP's Climate Change Committee have assisted in the

development of white papers on baseline GHG emissions inventories, forecasting GHG emissions inventories, establishing GHG reduction targets for general plans and GHG reduction planning, and, most recently, a white paper on establishing GHG reduction targets and thresholds for post-2020 GHG emissions analyses. PlaceWorks is also familiar with the California Air Pollution Control Officers Association's (CAPCOA) Quantifying Greenhouse Gas Mitigation Measures, which is regularly applied to community GHG emissions forecasts for the transportation sector.

Noise and Vibration Assessments

PlaceWorks' noise specialists have extensive experience in applied engineering acoustics and tailoring noise assessments to meet the needs of individual projects. Our library of investigative software includes commercial packages, such as SoundPLAN, as well as powerful in-house, proprietary analysis models to evaluate every possible noise condition.

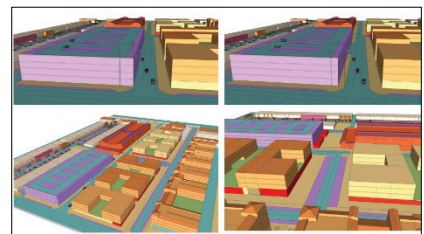
PlaceWorks uses the SoundPlan Model to assess noise levels and display the results in noise contours. This model considers varying terrain types, building attenuation, and other factors. The resulting color-coded contour map is far more informative than tables of results because it shows the geographic extent of the generated noise. When laid over an aerial map, the noise contours developed by this model illustrate noise exposure and magnitude at surrounding residences. PlaceWorks regularly provides the following for noise and vibration assessments:



- Environmental Impact Assessment
- Noise Control
- Roadway/Railway Noise Analysis
- Architectural/Building Acoustics
- Vibration Evaluations

Visual Impact Analyses

PlaceWorks has skilled staff who prepare graphics for visual impact analyses that help identify the opportunities and constraints of existing conditions and proposed projects, both on-site and in the surrounding environment. Physical changes to an area as a result of proposed project alternatives, and the resulting change in appearance, are identified, documented, and assessed in terms of their visual impact. Field studies are also conducted to determine potentially affected viewer groups in and near the project limits. Visual simulations and graphics are used to assess the potential visual impacts of the project, including any blocking or disruption of scenic views or vistas, damage or removal of any recognized scenic resources, substantially altered visual quality or visual character within the project limits, or creation of a substantial new source of light or glare. PlaceWorks has experience providing the following visual assessment services:



- Shade and Shadow Analysis
- Lighting and Glare Studies

- Drone Photography for use in Aesthetics CEQA Sections and View Simulations
- Photorealistic and Rendered View Simulations
- Digital 3D modeling and animations of topographic grading, buildings, streets, and landscapes

Hydrology/Water Quality Studies and Water Supply Assessments

PlaceWorks has qualified stormwater pollution prevention plan developers and practitioners (QSD/QSPs) with many years of experience with:



- Stormwater pollution prevention plans (SWPPPs)
- Water quality management plans (WQMPs)
- Water supply assessments
- Post-construction stormwater operation and maintenance plans
- Designing low-impact development (LID) and best management practices (BMPs) into site design
- Stormwater runoff modeling: pre-/post-development conditions
- Peer reviewing hydrology reports prepared by other consultants
- Determining reductions in peak flow rates with implementation of LIDs and BMPs
- Storm sewer system design for projects of 10 acres or less

Project Management

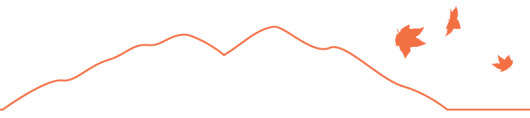
All of PlaceWorks' projects, regardless of the size or scope, have significant principal-level involvement. Every PlaceWorks project has a designated Principal-in-Charge who is responsible for ensuring that all products are produced on-time, within budget, and meet the highest quality. The Principal-in-Charge remains actively engaged throughout every step of the project. Additionally, each project has a designated Project Manager that is responsible for day-to-day project management and for maintaining regular contact with the client; coordinating with subconsultants, when applicable; facilitating workshops; and attending all project meetings. Depending on the nature of the project, junior staff will work closely with the Project Manager to develop materials such as visual simulations, site plans, construction documents, and other illustrative material as well as assist with drafting design policies, research, and public participation activities.

PlaceWorks maintains an internal workload management database whereby we carefully balance our workload to ensure that adequate staff, time, and resources are available to complete all projects on schedule. At the end of each week, we forecast hours by team members for the following week to ensure every project will be adequately staffed. In advance of our weekly Monday staff meeting, Project Managers fill in their anticipated staff needs for their projects. During the Monday staff meeting, the database is projected for all to review and discuss, and hours are adjusted to ensure full staff coverage for each project. By the end of the meeting, every team member understands exactly what his/her assignments are and how many hours are allotted for the week. This assists project managers not only with scheduling, but also with management of project budgets. PlaceWorks maintains constant communication with our clients and we document decisions in writing to make certain they are clearly understood by all team members. Our proven track record in efficient project management is especially valuable for projects with critical timelines.



4. SUBCONSULTANTS

PlaceWorks is not proposing any subconsultants as part of this effort, but would be happy to add team members, or coordinate with other City consultants, at the City's direction, based on the specific assignment.



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5. SCHEDULE OF WORK

Scheduling Methodology

Communication is the best means of ensuring that projects remain on task and budget. Each project has similar milestones that must be met, such as project completeness letter, technical analysis, CEQA, conditions of approval, staff report, and presentation materials. PlaceWorks schedules regular conference calls and meetings to allow rapid and frequent checks on progress. Although technology can expedite communication, regularly scheduled in-person meetings are valuable to foster solution building and information exchange. Typically, we schedule in-person meetings around other required meetings to reduce costs.

If the schedule starts to slip, we first try and determine the reason. If it is a PlaceWorks staff resources issue, we can bring more staff into the project to meet the deadline. If the issue is outside of our control, finding that out early can help us recommend solutions to getting things back on track. Ultimately, it comes back to communication and making sure the Director is aware of the schedule and our commitment.

PlaceWorks managers regularly meet and apprise each other of project status, milestones, budgets, and schedule. For each project, our Principal-in-Charge and Project Manager will be equally informed.

Schedule Example

An example of our typical schedule for a project-level environmental review with an option for an MND and EIR is provided on the next page.





6. COST PROPOSAL

PlaceWorks' hourly rate sheet is shown below. Our rates increase by a small percentage each year, and if selected, PlaceWorks can provide rates for subsequent years. For on-call services, we are flexible in adjusting our rates depending on the duration of the contract. We bill on a monthly time-and-materials compensation schedule. Reimbursables, which include mileage, printing, and graphic reproduction, are billed separately.

PlaceWorks Fee Schedule	
Staff / Staff Level	Hourly Bill Rate
Principal	\$210-\$335
Associate Principal	\$195-\$275
Senior Associate II	\$170-\$260
Senior Associate I	\$160-\$220
Associate II	\$135-\$190
Associate I	\$125-\$175
Project Planner	\$105-\$165
Planner	\$90-\$145
Graphics Specialist	\$90-\$155
Administrator	\$145-\$235
Clerical/Word Processing/Technical Editor	\$45-\$155
Intern	\$80-\$115

Subconsultants are billed at cost plus 10%.

Mileage reimbursement rate is the standard IRS approved rate.

Possible Yearly Increase of 5% on bill rates.

Cost Control

Over years of managing complex projects, PlaceWorks has developed effective strategies for guaranteeing that our work products are of the utmost quality, are completed within the agreed upon time frame, and are aligned with the established budget. We work with our clients to develop complete critical path schedules in the initial project stages and establish meeting and workshop dates as early as possible to allow everyone involved to monitor the project's progress. We schedule dates for written deliverables in order to allow adequate time for internal review for consistency, style, and completeness and to ensure that each product we give our clients is

polished. All PlaceWorks deliverables are proofed by both technical and grammatical readers, as well as formatted by in-house word processors.

PlaceWorks maintains a rigorous system of project cost control, employee billability, and client invoicing. Our project budget sheets are oriented subtask-by-subtask, and include both hours/budget used, hours/budget available, and percentage of work complete. All Project Managers are required to complete monthly staffing needs for each of his/her projects, which are then used by the PlaceWorks Management Team to develop long term staffing requirements for all PlaceWorks team members. We maintain a redundant invoicing process whereby invoices are distributed to Project Managers for review and signature, then rerouted to project Principals-in-Charge for a second review and execution. Invoices are then returned to accounts receivable with required revisions, to be returned to Project Managers for final review before distributing to clients.

PlaceWorks utilizes Deltek management and accounting software. Deltek allows each project manager to input staffing requirements at the level of detail required. For example, projected work can be input at the weekly level for short-term planning (e.g., 2 to 3 months) and monthly requirements (hours/week for the month) for the duration of a longer project. This allows us to manage workload to ensure that appropriate level staff is available and working on project tasks. The Deltek system also projects the cost for each task based on the staffing plans. Any change to hours is automatically reflected in the budget information. More importantly, Deltek facilitates “real time” budget status information. Based on weekly entry of time, the Project Manager can get the budget status by the level of detail entered for the project (typically for milestone tasks at a minimum). If required, daily time entry and information can be facilitated through Deltek.



7. RELEVANT PROJECTS AND REFERENCES

Relevant Projects

This section contains relevant examples of PlaceWorks' experience providing on-call services to agencies across California.

STOCKTON ON-CALL PLANNING SERVICES (STOCKTON, CA)

Reference

Stephanie Ocasio, Community Development Director, City of Stockton | 425 N. El Dorado Street, Stockton, CA 95202 | 209.937.8544 | Stephanie.Ocasio@stocktonca.gov

Dates of Work

2021-Ongoing

PlaceWorks is on a five-year on-call contract with the City of Stockton to provide in-house current and advanced on-call planning services for the City, with one full-time employee devoted entirely to the Planning Division as Supervising Planner for Current Planning. PlaceWorks provides a full range of services, from GIS to CEQA documentation, development reviews, staff reports, and Council and Commission presentations.

BENICIA ON-CALL PLANNING SERVICES (BENICIA, CA)

Reference

Suzanne Thorsen, Community Development Director, City of Benicia | 250 East L Street, Benicia, CA 94510 | 707.746.4280 | SThorsen@ci.benicia.ca.us

Dates of Work

December 2023-Ongoing

PlaceWorks assists the City of Benicia as an augment to staff for a wide range of planning and environmental review services. The complex and contentious Rose Estates project currently in process encompasses PlaceWorks involvement in certification of completeness, compliance with zoning and consistency with the general plan, writing of memos and staff reports, presentations to Planning Commission and City Council, and full environmental review from notice of preparation through scoping, Administrative Draft and Public Review Draft EIR, Response to Comments, and Planning Commission and Council Review.

CANYON CROSSING MIXED-USE PROJECT MND (CUPERTINO, CA)

Reference

Piu Ghosh, Planning Manager,
Community Development, City of
Cupertino | 10300 Torre Avenue,
Cupertino, CA 95014 | 408.777.32774 |
PiuG@cupertino.gov

Dates of Work

August 2018-January 2022

As one of the 15-plus projects that PlaceWorks has prepared for the City of Cupertino since 2015, including CEQA Guidelines Section 15183 Exemptions, Class 32 Infill Exemptions, MNDs, and General Plan Addenda, PlaceWorks prepared an Initial Study to determine the appropriate CEQA document for the proposed residential mixed-use project at 10625-10637 South Foothill Boulevard/Stevens Canyon Road. The proposed project would involve the construction of a commercial and residential development on a 1.57-acre site. The site is currently developed with three buildings, a surface parking lot, and associated

landscaping. The proposed project would involve demolishing all the existing structures and redeveloping the site with a mixed-use building including 4,536 square feet of neighborhood-serving commercial space and five apartments, as well as a mix of 13 attached and detached single-family units, for a total of 18 residential units. All structures would be two stories (30 feet) in height. All parking would be at the ground level except for a single-level subterranean parking garage located under the mixed-use building. The General Plan EIR included an analysis of the project site as potential Housing Element Site 9 (Foothill at McClellan Center – Foothill Market), which assumed potential redevelopment of the existing commercial development to commercial and residential uses with 25 dwelling units per acre (or 27 net residential units) with a maximum of 30 feet in height. Accordingly, the environmental analyses approach tiers from the certified EIR for the preparation of the Initial Study pursuant to CEQA Guidelines Section 15152 (Public Resources Code Section 21094). The CEQA document evaluates the proposed impacts of the project and anticipated that mitigation measures may be required to reduce potential impacts associated with construction-related air quality, biological resources, cultural resources, geology and soils, and utilities and service systems.





8. REQUIRED STATEMENTS

Conflict of Interest

PlaceWorks has no financial, business, or other relationship with the City of Pinole, landowners, or developers that may have an impact on the outcome of this project. We have no current clients who may have a financial interest in the outcome of this contract.

Insurance and Indemnification

PlaceWorks agrees to and has the capability to fulfill the indemnification and insurance requirements contained in the City's sample contract. Our insurance limits are below and will not be increased:

General Liability: \$5M Occurrence and Aggregate

Automobile Liability: \$1M Occurrence and Aggregate

Workers Compensation: \$1M

Professional Liability: \$5M

No Proprietary Information

Nothing contained in this Statement of Qualifications is proprietary.

California Public Records Act

PlaceWorks acknowledges that all documents submitted to the City in connection with the proposal are subject to the California Public Records Act and that the documents may be disclosed without notice.

Exceptions

PlaceWorks has no exceptions to the City's proposed Consulting Services Agreement. However, please note that the Agreement uses the term "Consultant" and "Contractor" interchangeably. PlaceWorks proposes that all "Contractor" labels be changed to "Consultant."

Litigation

PlaceWorks does not have any bankruptcies, liens, stop payment notices, judgments, lawsuits, arbitrations, mediations, foreclosures, or similar actions pending.

In March of 2021, PlaceWorks was named in a cross-complaint, and a settlement was reached and the lawsuit was dismissed with no admission of fault on our part in March of 2024. The original complaint was filed in 2019

against the City of Oakland for breach of contract by Flatiron West Inc., the general contractor for the Embarcadero Bridge Replacement project. The City of Oakland cross-complained against T.Y. Lin International Group and AECOM in July of 2020. T.Y. Lin/AECOM subsequently filed a cross-complaint against DC&E/PlaceWorks. DC&E was acquired by PlaceWorks in 2011, and our preconstruction planning role on the project ended in 2007.

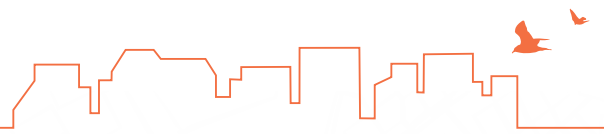




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RESUMES







CHARLIE KNOX

Principal

Charlie has longstanding zoning ordinance experience, dating back to his work on the first code ever adopted by San Miguel County, Colorado in 1991. He has drafted and shepherded innumerable ordinance changes, including sign code, use-specific, and environmental protection updates. He also has significant experience with hybrid and form-based codes and is adept at understanding which approach or combination of styles can best serve a community's needs. He was among the early practitioners of form-based code work, serving as project manager for the Downtown Cotati Specific Plan while working with Crawford Multari & Clark Associates. He also oversaw the Downtown Benicia Mixed-Use Master Plan, which combines visioning with brief, simple coding. Charlie completed the ConnectMenlo General Plan and M-2 Area Zoning Update for the City of Menlo Park. The two-year effort included a component to create new zoning regulations and high-quality design standards for the rapidly developing innovation hub around the Facebook headquarters. The final products are easy to understand and administer, and have been received by local residents and the environmental and development communities as fair and appropriate.

HIGHLIGHTS OF EXPERIENCE

Specific Plans and Zoning

- Menlo Park General Plan and Zoning Update | Menlo Park CA
- Stockton Zoning and Land Use Map Updates | Stockton CA
- Oroville Sustainable Code Update and Climate Action Plan | Oroville CA
- Marinship Specific Plan Assessment and Evaluation | Sausalito CA
- Benicia Downtown Mixed Use Master Plan | Benicia CA
- Cotati Downtown Specific Plan | Cotati CA
- Morros Area Specific Plan | San Luis Obispo County CA

Entitlements

- Fourth and University Project | Berkeley CA
- Bayside Village Project | Hercules CA
- Mountain Village Subdivision (Now Incorporated) | Telluride CO
- Aldasoro Ranch Subdivision | Telluride CO
- Lawson Hill Mixed-Use and Affordable Housing Subdivision | Telluride CO
- Telluride Ski Area Expansion | Telluride CO

Comprehensive Planning

- Menlo Park General Plan Update | Menlo Park CA
- Stockton 2035 General Plan Update | Stockton CA
- Santa Rosa General Plan Update | Santa Rosa CA
- Vallejo Integrated Revitalization Program and Comprehensive General Plan



EDUCATION

- MA, Communications, University of Washington, Seattle WA
- BA, English, Whitman College, Walla Walla WA

AFFILIATIONS

- American Planning Association
- Bay Area Planning Directors Association

Team member since 2013



CHARLIE KNOX

Principal

cknox@placeworks.com

Update | Vallejo CA

- Livermore Housing Element Implementation and Environmental Review | Livermore CA
- Marin Countywide Plan | Marin County CA
- Ventura General Plan | San Buenaventura CA
- Pleasant Hill General Plan | Pleasant Hill CA
- Morgan Hill General Plan | Morgan Hill CA
- Citrus Heights General Plan | Citrus Heights CA
- Cotati General Plan Background Report | Cotati CA
- Sonoma General Plan and EIR | Sonoma CA

Sustainability Initiatives

- Sustainable Communities Strategy Base-Case Scenario and Implementation Project | Monterey Bay Area CA
- Vulnerability Assessment and Adaptation Plan | Benicia CA
- Renewable Energy and Conservation Project | Benicia CA
- Electric Vehicle Fast Charger and Solar Battery Backup Project | Benicia CA
- Valero Benicia Refinery Flue Gas Scrubber | Benicia CA
- Valero/Good Neighbor Steering Committee Settlement Agreement | Benicia CA
- Benicia Boatyard Marine Debris Cleanup | Benicia CA

SPEAKING ENGAGEMENTS

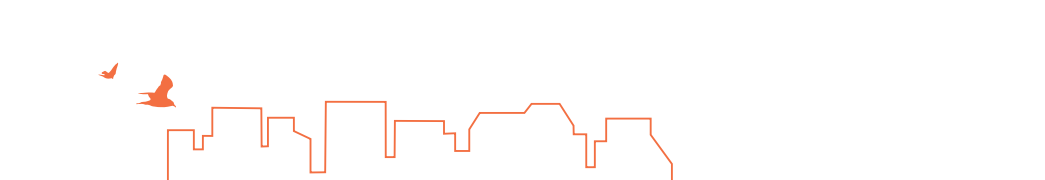
- Panelist, "The Future of Smart Cities," Redefining Mobility Summit, San Ramon, CA 2017
- "Planning 2.0: The Drivers of Regional and Global Change and Land Use Innovation," Plenary Lunch, 2015 APA California Annual Conference, Oakland CA
- "Company Town 2.0: How Facebook and Google are Rethinking the Corporate Campus," Mobile Workshop, 2015 APA California Annual Conference, Oakland CA

LEADERSHIP & COMMUNITY

- Bay Area Planning Director's Association, Steering Committee Member, 2006 to Present
- Association of Bay Area Governments, Regional Planning Commissioner, 2009 to 2011

AWARDS

- 2019 APA CA Statewide and Sacramento Valley Section, Comprehensive Planning Award: Large Jurisdiction, Envision Stockton 2040 General Plan
- 2018 APA CA Northern Section, Comprehensive Planning Award: Large Jurisdiction, Propel Vallejo General Plan 2040
- 2013 Green California Leadership, Benicia Renewable Energy Project
- 2011 California Preservation Foundation, Benicia Historic Context Statement
- 2010 California State Legislature Transportation Safety Project, Rose Drive Bridge
- 2008 APA National Planning Excellence Award for Implementation, Marin Countywide Plan
- 2008 APA CA Comprehensive Planning, Marin Countywide Plan



TERRI MCCRACKEN

Associate Principal

Terri is an extremely organized and efficient planner with a detailed understanding of the environmental review process. With 20 years of environmental planning experience, she is a valuable asset to any project team. Terri is responsible for the day-to-day management of environmental review projects, maintaining regular contact with clients, coordinating subconsultants, and attending meetings. Terri's work at PlaceWorks has focused on the application of CEQA, NEPA, as well as other State and federal environmental regulations and guidelines. Terri effortlessly manages, coordinates, reviews, and conducts research for various types of environmental review documents for a broad range of projects, including long-range plans, municipal codes, residential, commercial, industrial, recreational, resort, and public works. She is responsible for the preparation of environmental constraints, feasible mitigation measures, and viable project alternatives, as well as for responding to public and agency comments on environmental documents. She is also responsible for facilitating public meetings and managing project schedules in order to provide work products on time and within budget.

HIGHLIGHTS OF EXPERIENCE

Environmental Review

- Los Banos General Plan 2042 EIR | Los Banos CA
- University of California, Berkeley, Long Range Development Plan and Housing Project #1 and #2 EIR | Berkeley CA
- The Gateway New Academic Building Project, Addendum #1 to the University of California, Berkeley, Long Range Development Plan and Housing Project #1 and #2 EIR | Berkeley CA
- Academic Replacement Building Project, Addendum #4 to the University of California, Berkeley, Long Range Development Plan and Housing Project #1 and #2 EIR | Berkeley CA
- San Rafael General Plan Update and Downtown Specific Plan EIR | San Rafael CA
- San Vicente Redwoods Land Use and Public Access Plan IS/MND | Santa Cruz CA
- Santa Rosa Southeast Greenway General Plan Amendment and Rezoning EIR | Santa Rosa CA
- Butcher's Corner Mixed-Use Project EIR | Sunnyvale CA
- Cupertino General Plan Update and Rezoning EIR | Cupertino CA
- Menlo Park General Plan Update and Zoning Amendment EIR | Menlo Park CA
- 88 Broadway and 735 Davis Street Affordable Housing and Senior Housing IS/



EDUCATION

- BA, Urban Studies and Planning, California State University, Sonoma CA
- BS, Environmental Education, University of Oklahoma, Norman OK

CERTIFICATIONS

- Certified Green Building Professional

AFFILIATIONS

- Association of Environmental Professionals
- American Planning Association
- San Francisco Bay Area Planning and Urban Research Association

Team member since 2010



TERRI MCCRACKEN

Associate Principal

tmccracken@placeworks.com

- MND | San Francisco CA
- Hayward Downtown Specific Plan EIR | Hayward CA
- Millbrae Station Area Specific Plan Update and TOD Projects #1 and #2 EIR | Millbrae CA
- The Forum at Rancho San Antonio Continuing Care Senior Housing Project EIR | Cupertino CA
- Westport Residential, Senior Housing, and Commercial EIR | Cupertino CA
- De Anza Hotel Project IS/MND | Cupertino CA
- Village Hotel Project IS/MND | Cupertino CA
- Marina Plaza Mixed-Use Project IS/MND | Cupertino CA
- The Landing at Walnut Creek Residential EIR | Walnut Creek CA
- Industrial Road Hotel EIR | San Carlos CA
- Hilton Garden Inn IS/MND | San Carlos CA
- The Hamptons Residential Project IS/MND | Cupertino CA
- Canyon Crossing Mixed-Use Project IS/MND | Cupertino CA
- 22690 Stevens Creek Boulevard Residential Project IS/MND | Cupertino CA
- The Northwest Specific Plan EIR | Rohnert Park CA
- Woodbury Highlands Residential Project IS/MND | Lafayette CA
- 640 Morecroft Road Residential Project IS/MND | Lafayette CA
- Lafayette Town Center Phase 3 IS/MND | Lafayette CA
- Cupertino General Plan Amendment, Housing Element Update and Associated Rezoning EIR | Cupertino CA
- BottleRock Festival CEQA Exemption | Napa CA
- Devil's Slide CEQA Documentation Report | San Mateo County CA
- Housing Element Update, General Plan Consistency Update, and associated Zoning Ordinances amendments | Menlo Park CA
- Terraces of Lafayette EIR | Lafayette CA
- Village Entrance Parking Garage Revised EIR | Laguna Beach CA
- Brighton Landing Specific Plan EIR | Vacaville CA
- Vacaville General Plan Update EIR | Vacaville CA
- San Leandro General Plan Update EIR | San Leandro CA

AWARDS

- 2022 Environmental Analysis Award of Merit, California AEP | San Rafael General Plan 2040 and Downtown San Rafael Precise Plan EIR
- 2017 Environmental Analysis Document Award of Merit, California AEP | Millbrae Station Area Plan Specific Plan Update and TOD #1 & #2 EIR

SPEAKING ENGAGEMENTS

- Guest Lecturer, How to Prepare an Environmental Impact Report, 2011 to 2019, Bren School of Environmental Science & Management, UC Santa Barbara CA
- Presenter, Casino Serving Land Uses Panel, 2014, American Planning Association State Conference, 2014, Anaheim CA
- Presenter, Environmental Professional Career Panel, 2014, Association of Environmental Professionals State Conference, 2013, Huntington Beach CA
- Presenter, Basics CEQA Workshop, Association of Environmental Professionals Advanced CEQA Workshop, Eureka CA
- Panel Moderator, Advanced CEQA Workshop, 2011 Association of Environmental Professionals Advanced CEQA Workshop, Eureka CA



CAREY STONE

Senior Associate



A team member of PlaceWorks since 2007, Carey has experience with a range of planning projects including general plans, environmental review documents, public outreach campaigns, and GIS projects. Specializing in comprehensive planning, she has served as project manager on a variety of projects for cities and counties throughout California. Carey is well-versed in the full arc of general plan updates and understands what decisions need to be made when to complete a project on schedule. Utilizing her thorough research and analytical and writing skills, Carey has managed and worked on all phases of general plan projects including preparing existing conditions reports, working with advisory committees, developing policies, analyzing alternatives, preparing public outreach strategies and materials, assisting with environmental review, and using GIS to generate buildout calculations. She is also an experienced small group facilitator and can effectively guide discussions and elicit input from all members of a group.

EDUCATION

- Master of Community and Regional Planning, University of Oregon, Eugene, OR
- BA, Sociology, University of California, Santa Cruz, CA

Team member since 2007

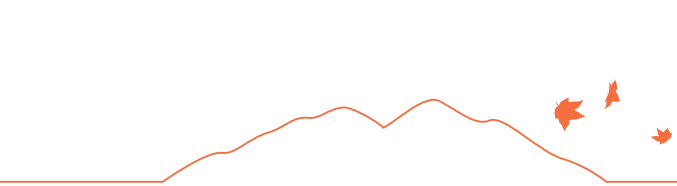
HIGHLIGHTS OF EXPERIENCE

Comprehensive Planning

- Livermore General Plan Update | Livermore CA
- San Mateo General Plan Update | San Mateo CA
- Hollister General Plan Update | Hollister CA
- Avenal General Plan and Sustainability Implementation Programs | Avenal CA
- Morgan Hill 2035 | Morgan Hill CA
- Corcoran General Plan Enhancement and IS/MND | Corcoran CA
- Tulare General Plan, TOD Plan, and EIR | Tulare CA
- Los Banos General Plan Update | Los Banos CA
- Vacaville General Plan Update and EIR | Vacaville CA
- San Carlos General Plan Update and EIR | San Carlos CA
- Palo Alto Comprehensive Plan Amendment | Palo Alto CA
- Envision Chino – General Plan 2025 and EIR | Chino CA
- Oakley General Plan and Zoning Ordinance Assessment | Oakley CA
- Yolo County General Plan Update | Yolo County CA
- Oroville General Plan and Development Code Update | Oroville CA
- Butte County General Plan Update and EIR | Butte County CA
- Sacramento County General Plan Update | Sacramento County CA

Environmental Review

- San Carlos General Plan Update EIR | San Carlos CA
- Brighton Landing EIR | Vacaville CA
- Ravenswood/Four Corners Specific Plan and EIR | East Palo Alto CA
- National City General Plan, EIR, and Climate Action Plan | National City CA
- Oroville General Plan and Development Code Update | Oroville CA



CAREY STONE

Senior Associate

cstone@placeworks.com

Public Outreach

- Sunnyvale Council Election System Community Engagement Services | Sunnyvale CA
- Downtown Livermore Public Outreach | Livermore CA
- U.S. 101 Part-Time Transit Lane Feasibility Study Outreach | Marin County CA
- WCCTAC Express Bus Implementation Plan Outreach | Contra Costa County CA
- SamTrans Express Bus Study | San Mateo County CA
- Albany Parking Management Study | Albany CA
- San Leandro Parking Management Study | San Leandro CA
- Point Molate Alternatives Process Facilitation | Richmond CA
- Vehicle Registration Fee Expenditure Plan and Public Outreach | Alameda County CA

GIS

- Sustainable Communities Strategy Technical Support | Contra Costa County CA
- South Bay Salt Pond Habitat Evolution Mapping | South San Francisco Bay Area CA
- San Carlos General Plan Update and EIR | San Carlos CA

Regional Planning

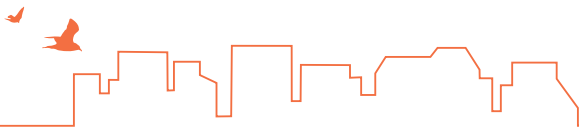
- Contra Costa Transportation Authority On-Call Support | Contra Costa County CA
- Smart Valley Places Cities COMPACT Cities Executive Committee Coordination | San Joaquin Valley CA

Housing Element

- San Carlos General Plan Update and EIR | San Carlos CA

AWARDS

- 2018 Hard-Won Victory Award of Merit, California APA, Northern Section, Palo Alto Comprehensive Plan Amendment
- 2016 Hard-Won Victory, California Chapter APA and Northern Section, Vacaville General Plan Update
- 2013 Grassroots Initiative Award of Merit, California APA, Northern Section, Ravenswood/Four Corners Specific Plan and EIR
- 2010 Small Jurisdiction Comprehensive Planning Award of Merit, California APA, Northern Section, San Carlos General Plan



ANGELICA GARCIA

Associate

Angelica has experience working on a wide range of planning projects, including general plans, neighborhood plans, community outreach campaigns, housing elements, objective design standards, and zoning code updates. She has over eight years of experience and brings a wide variety of skills through her work experience and education. Her interest in urban planning stems from her desire to help create healthier communities. She enjoys working on plans that reflect the unique needs of each community. Angelica is currently the project manager for the General Plan Update in Soledad which began this year. She is also working on the General Plan Update for San Mateo, three Neighborhood focused Housing Action Plans for Stockton, and updating the Environmental Justice Elements for San Mateo County, City of Burlingame, and City of East Palo Alto.

Prior to joining Placeworks, Angelica worked as a planner in the public sector for the City of Vacaville and City of Buena Park, where she gained valuable experience in policy implementation, zoning, land use entitlements, and community planning. In her previous roles, she collaborated closely with community members and industry professionals regarding land use design and entitlements.

During her graduate program, Angelica assisted with a Complete Streets and Healthy Communities Initiative which was a collaborative effort with the City of Buena Park, residents, and other key stakeholders to prepare a safe routes to school plan.

HIGHLIGHTS OF EXPERIENCE

- Soledad General Plan Update | Soledad CA
- Stockton Neighborhood Action Plans | Stockton CA
- Vacaville Comprehensive Housing Analysis | Vacaville CA
- San Mateo General Plan Update | San Mateo CA
- San Mateo County Multi-Jurisdictional Environmental Justice Updates | San Mateo County CA
- Hollister General Plan Update and Environmental Review | Hollister CA
- Contra Costa County General Plan Update | Contra Costa CA
- Livermore General Plan Update | Livermore CA
- Santa Rosa General Plan Update | Santa Rosa CA
- Butte County General Plan Update and EIR | Butte County CA
- Marin County US 101 Bus on Shoulder Feasibility Study | Marin County CA
- Yuba City General Plan Update | Yuba City CA
- Big Basin Visioning Project | Statewide CA
- Sunnyvale Housing Development Objective Standards | Sunnyvale CA
- Rohnert Park Housing Services | Rohnert Park CA

EDUCATION

- Master of Planning, University of Southern California
- BA, Communication Studies, University of California, Los Angeles

CERTIFICATIONS

- IAP2 Planning for Effective Public Participation (May 2022)

AFFILIATIONS

- American Planning Association

Team member since 2020



ANGELICA GARCIA

Associate

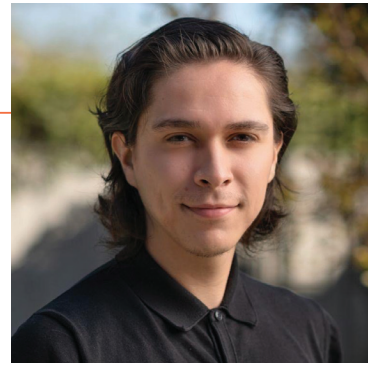
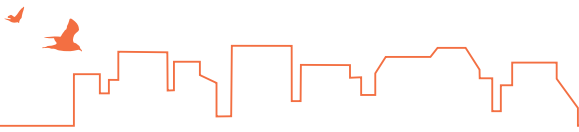
agarcia@placeworks.com

- Richmond Mills Act Ordinance Update | Richmond CA
- Valley Transportation Authority Transit Oriented Development Visioning | Gilroy CA
- Tuolumne County Title 17 Zoning Code Comprehensive Update and ADU Ordinance | Tuolumne County CA
- Imperial County Housing Element Update | Imperial County CA
- Laguna Hills Housing Element Update | Laguna Hills CA
- Marysville Housing Element Update | Marysville CA
- Yountville Housing Element Update | Yountville CA
- Western Riverside Council of Governments Planning Support Services | Riverside CA

ACTIVITIES

APA 2017-Present

- Sacramento Valley APA PLAN Program 2018-2019
- California APA Conference 2017-2020
- California APA Conference 2023



RAUL TOVAR GONZALES

Project Planner

Raul is a motivated planner who aims to promote the development of healthy, livable, and sustainable communities. Through his work, he hopes to support the goals and visions of the communities in which he works. At PlaceWorks, Raul enjoys working on a variety of comprehensive planning and transportation planning projects - in both the public and private sectors. He is highly resourceful and brings versatile skill sets to his projects, including strong research, project management, analytic, and graphics skills.

EDUCATION

- BS, Sustainable Environmental Design, University of California, Davis, CA

Team member since 2022

HIGHLIGHTS OF EXPERIENCE

- Contra Costa Transportation Authority Ongoing Planning Services | Contra Costa County CA
- San Mateo County Community Based Transportation Plan Updates | San Mateo County CA
- Solano County Housing, Safety, and Environmental Justice Elements | Solano County CA

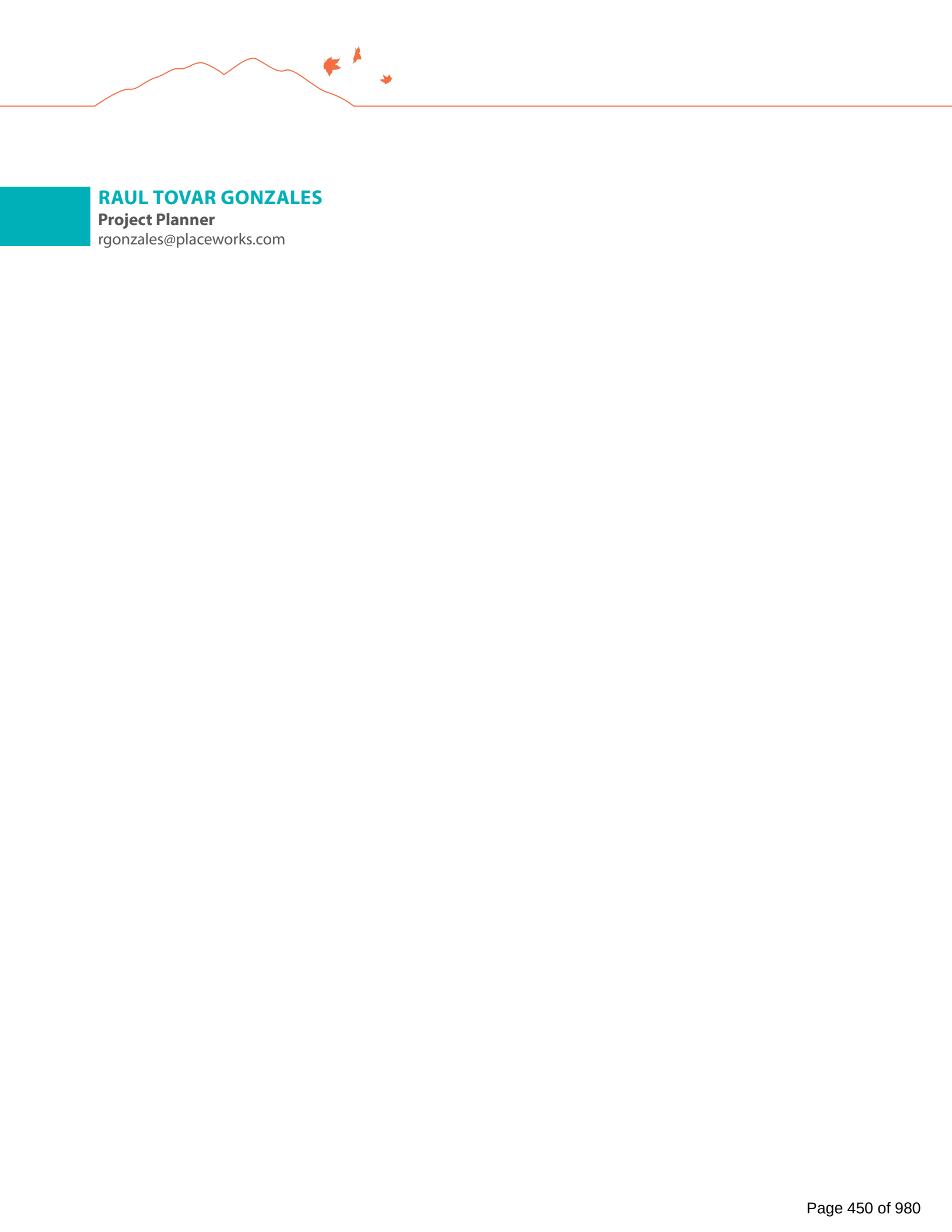
PRIOR EXPERIENCE

Mintier Harnish | Assistant Planner | 2019 - 2022

- Responsible for contributing to the production of materials, reports and other deliverables relating to land use, zoning and housing. Participated in public outreach and field analyses to gather data for project development.

Alta Planning + Design | Intern | 2019

- Participated in public outreach and field studies to gather data for project development. Assisted in the development of reports and other materials used in active transportation planning.



RAUL TOVAR GONZALES

Project Planner

rgonzales@placeworks.com



LAUREN WILLEY

Associate



Lauren enjoys a range of projects, from climate action and adaptation planning, to comprehensive planning. Her planning approach is driven by her desire to center residents in the planning process, especially those that have historically been excluded, and is informed by her interests in technical analysis and environmental design. Her work includes greenhouse gas inventories and forecasting, climate action planning, and comprehensive planning.

Prior to joining PlaceWorks, Lauren performed research on community wildfire recovery, worked with the Recreation and Parks Department of San Francisco on equitable park planning, and supported the growth of shared micromobility programs in cities around the world.

HIGHLIGHTS OF EXPERIENCE

- Windsor Biennial GHG Inventory and Reduction Report | Windsor CA
- Laguna Beach Climate Action and Adaptation Plan | Laguna Beach CA
- San Mateo General Plan Update | San Mateo CA
- Contra Costa County General Plan Update | Contra Costa County CA
- Modesto General Plan Update and EIR | Modesto CA
- CCTA Ongoing Planning Services for CMP and GMP | Contra Costa County CA
- Soledad General Plan Update | Soledad CA
- Livermore General Plan Update and Housing Element | Livermore CA
- Salinas General Plan Update, EIR, and Climate Action Plan | Salinas CA
- Stockton 2035 General Plan Update | Stockton CA
- Solano Transportation Authority (STA) Multi-Jurisdictional Housing Element | Solano County CA
- BCAG Sustainable Communities Strategy Update | Butte County CA
- Hollister General Plan Update and EIR | Hollister CA

PRIOR EXPERIENCE

San Francisco Recreation and Parks Department, Capital and Planning Division | 2021 - 2022

- Provided research and design support for CEQA review, property acquisitions, grant applications, community meetings, and the City's first Equitable Park Development Plan.

Lime, Government Relations | 2018 - 2020

- Supported a global team of government liaisons in launching and expanding shared micromobility programs in cities.
- Managed the equity program to expand sustainable transportation options to low-income residents.

EDUCATION

- Master of City Planning, University of California, Berkeley
- BA, Political Science, University of California, Los Angeles

AFFILIATIONS

- American Planning Association
- American Society of Adaptation Professionals

Team member since 2022



LAUREN WILLEY

Associate

lwilley@placeworks.com

Recology South Bay, Zero Waste Division | 2018

- Supported all commercial customers and multi-family housing complexes in Mountain View, CA in their effort to comply with local waste regulations through the provision of diversion reports, educational materials, and operational assistance.



RACHEL GOREN

Associate



Rachel is passionate about the environment and works to lessen human impact and increase resiliency within this changing climate. She has over 3 years of experience working in both the private and public sector. She began as a Project Planner at PlaceWorks working on CEQA and planning documents for a variety of projects. She has proved to be a dedicated and beneficial asset to the team.

Previously she worked for Caltrans, District 5, as an Environmental Scientist Construction Liaison. In this position, she was responsible for ensuring all environmental commitments and mitigation measures were being met and performed correctly. She reviewed planning documents, permits, and specifications and made multiple field visits to the active construction sites. She worked on a variety of projects focusing on bridge rehabilitation, corridor improvement, and mitigation projects. She worked closely with both the construction team and environmental staff as well as key stake holders to ensure the success of their projects.

HIGHLIGHTS OF EXPERIENCE

- San Jose Silverado Memory Care Community Initial Study | San Jose CA
- Canyon Middle School Athletic Field Project | Castro Valley CA
- LRCP Update and 201 Golden Gate Avenue Mixed-Use Project EIR | San Francisco CA
- California State Parks Cornerstone Documents | Statewide CA
- Bancroft Parking Structure Replacement Project | Berkeley CA
- Hetfield Estates Mitigation Monitoring | Moraga CA
- Pioneer Road Complete Streets Visual Impact Assessment | Los Banos CA
- Foothill College CEQA Services | Los Altos Hills CA
- San Mateo County Multi-Jurisdictional Safety Element Update | San Mateo County CA
- Cupertino General Plan 2040 and Zoning Code Amendments Environmental Assessment | Cupertino CA
- 2023-2031 Housing Element Update: Addendum No. 2 to the Daly City General Plan Update EIR | Daly City CA
- Lake County General Plan and Local Area Plans Update and Climate Adaptation Plan EIR | Lake County CAA
- Hollister 2040 General Plan, Climate Action Plan, and Agricultural Lands Preservation Program Revised EIR | Hollister CA
- Lafayette Safety Element Update | Lafayette CA
- Amador County USD School Closure/Consolidation Project CEQA Services | Amador County CA
- Daly City Commercial Mixed Use Zone Development | Daly City CA
- Leon Townhomes Development Project CEQA Exemption | Cupertino CA
- Oxford Preparatory Academy Expansion Project Initial Study | Lake Forest CA

EDUCATION

- BS, Environmental Management and Protection, California Polytechnic State University, San Luis Obispo

AFFILIATIONS

- Association of Environmental Professionals

Team member since 2023



RACHEL GOREN

Associate

rgoren@placeworks.com

PREVIOUS EXPERIENCE

Caltrans | Environmental Scientist, Construction Liaison

- San Benito Route 156 Project
- State Route 25 Curve Realignment Project
- Centennial Creek Mitigation Project
- Morro Road Soldier Pile Wall Project
- Old Creek Bridge Replacement
- State Route 46 Corridor Improvement Project
- Toro Creek Bridge Replacement
- Trout Creek Bridge Replacement



MADELINE MILLER

Project Planner



Madeline has two years of experience in the environmental realm. Working within a public agency has given her valuable insight that she uses to support her team, clients, and projects while also harnessing her skills to foster relationships between private, local, state, and federal agencies. She has worked on a variety of projects pertaining to CEQA and regularly prepares non-technical sections of EIRs while coordinating with staff and ensuring internal consistency.

HIGHLIGHTS OF EXPERIENCE

- Los Alamitos High School Gymnasium Project IS/MND | Los Alamitos CA
- Stanford University Belmont Campus Conceptual Development Plan and Development Agreement EIR | Belmont CA
- San Carlos General Plan 2030 Buildout Reset | San Carlos CA
- Amador School Closure/Consolidation Program Project | Amador CA
- Mountain View Police and Fire Administrative Building CEQA Services | Mountain View CA
- Salinas Housing Element CEQA Review | Salinas CA
- Santa Rosa General Plan 2050 EIR | Santa Rosa CA
- Cupertino General Plan 2040 and Zoning Code Amendments | Cupertino CA
- Salinas General Plan Update EIR and CAP | Salinas CA
- San Mateo General Plan Update | San Mateo CA
- 501 Industrial Road Hotel Project CEQA | San Carlos CA

PRIOR EXPERIENCE

California State Parks, Environmental Services Intern – Planning (2021-2022)

- Assisted with the implementation of CEQA processes and permit applications. Prepared drafts of technical memoranda, meeting minutes, transmittals, presentations, and other written materials. Interacted with various members of public agency and private client staff on matters related to land use planning and CEQA compliance.

U.S. Green Chamber of Commerce - Rotary Liaison (2020-2021)

- Orchestrated all stages of the Rotary Project, coordinated with a variety of stakeholders, and established a robust workflow. This role allowed her to bring Rotary Clubs from all over the world to collectively discuss and establish climate objectives.

EDUCATION

- BS, Environmental Studies, University of California Santa Barbara

AFFILIATIONS

- Association of Environmental Professionals

Team member since 2022



MADELINE MILLER

Project Planner

mmiller@placeworks.com

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PROPOSAL

ON-CALL & ENVIRONMENTAL PLANNING SERVICES

CITY OF PINOLE

MAY 6, 2024

605 Third Street / Encinitas, CA 92024 / 760.942.5147

DUDEK

Cover Letter

May 6, 2024

Lilly Whalen
Community Development Director
City of Pinole
2131 Pear Street
Pinole, California 94965

Subject: Proposal for On-Call and Environmental Planning Services

Dear Lilly Whalen:

The City of Pinole (City) requires a team with a comprehensive approach to provide on-call environmental planning services. The City includes a historic downtown and a variety of residential neighborhoods, as well as commercial and industrial uses. The City has seen a substantial uptick in development over the last five years and expects this trend to continue. Beyond planning applications and entitlements, the City looks forward to major updates to its General Plan.

Dudek has performed hundreds of environmental review projects throughout California for more than 44 years. We have built a strong reputation for assisting local municipalities in effectively navigating California's ever-increasing regulatory maze with our team of experienced and enthusiastic California Environmental Quality Act (CEQA) practitioners and regulatory professionals. We are committed to providing the highest-quality services to the City and will offer the following strengths in our support of the City's environmental planning process:



Responsive Leadership and Local Understanding. We will manage this contract from our Sacramento office, with support from our additional Northern California offices in Oakland, Santa Cruz, and Auburn. Corinne (Cori) Resha will lead the Dudek team and serve as the primary point of contact. Ms. Resha has supported contract planning, environmental planning, review, and documentation services for numerous Northern California agencies. From her prior local and regional experience, Ms. Resha understands the key issues for the community and the opportunities and constraints for future development associated with the City's existing built environment.

On-Call CEQA Experience and Services. Dudek provides on-call CEQA and National Environmental Policy Act (NEPA) permitting services to a wide range of municipalities and special districts throughout California. With more than 170 on-call contracts throughout California, Dudek has built a reputation for providing supportive environmental, planning, regulatory, engineering, construction management, operations, and funding expertise for a range of public agencies. Dudek's environmental planners have processed more than 3,400 documents, including many for complex, controversial projects in environmentally constrained areas. The Dudek team has expertise in the preparation of a wide range of environmental documents, including initial studies, negative declarations, mitigated negative declarations, categorical exemptions, addendums, and environmental impact reports for large

and small projects. We expertly guide agency staff through the environmental review and permitting processes, focusing on identifying critical project issues early to facilitate an efficient schedule. We are able to balance multiple projects at once while remaining responsive and cost conscious. Our team includes CEQA/NEPA experts; biologists, botanists, and permitting specialists; hazardous materials specialists; geologists and hydrologists; archeologists and architectural historians; noise and air quality specialists; and transportation specialists to provide critical project support.

We involve the appropriate technical experts in each project to complete resource assessments and impact analyses so that the project record includes the substantial evidence necessary to comply with CEQA. We provide regular reporting and meetings, as necessary, regarding key work tasks to get in front of potential problems. We keep you informed and offer alternatives to mitigate unnecessary delays.

Dudek acknowledges the terms and conditions of the Consulting Services Agreement (Attachment A) with one requested addition outlined in further detail in the Required Statement section of the proposal. This proposal is valid for ninety (90) days. Dudek acknowledges receipt of Addendum 1 and 2 on April 29, 2024.

If you have any questions about this proposal, please contact Contract Manager Cori Resha at cresha@dudek.com or 916.438.5303. The Dudek team is excited for this opportunity to work with the City and to provide excellent environmental planning services.

Sincerely,



Joe Monaco
President and CEO



Cori Resha
Senior Project Manager

Joe Monaco is authorized to sign on behalf of Dudek.

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APPENDIX

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Company Profile

Firm Overview

Dudek is a California-based environmental and engineering consulting firm with offices nationwide staffed by more than 800 planners, scientists, civil engineers, contractors, and technical experts. We help our clients address challenges related to infrastructure, planning, and the environment to drive project progress and create lasting results.

With analyses based in science and ethics, Dudek offers solutions that encompass the project lifecycle and anticipate future needs. Our professionals find practical, cost-effective approaches to help you achieve your project-specific and overall goals. We work to build your trust, which allows us to offer constructive and durable project solutions.

As a medium-sized firm, Dudek provides personalized, boutique-level service combined with the breadth and depth of capabilities characteristic of larger firms. The firm maintains a flat organizational structure that empowers project managers to be decision-makers and entrepreneurs. Internal administrative processes are kept to a minimum to limit bureaucracy and to enable project managers to be flexible and responsive in meeting client needs.

CLIENT VALUE PHILOSOPHY

Our project managers are empowered to solve problems and make decisions in a timely fashion to keep project momentum moving forward. With remarkably low employee turnover, our staff's long tenure means the team you meet at project start will see your projects through to completion. We offer the most value for clients by doing the following:

- Being the best integrated, multifaceted team in the industry, with high-quality work products and client-focused service
- Being engaged listeners to understand problems and think through the highest value-oriented approach
- Anticipating and planning for our clients' stakeholder needs
- Focusing on innovation to make smarter progress
- Being easy to work with because we are structured to support clients
- Understanding the stakes and the price of delays or failure

QUALIFICATIONS AND EXPERTISE IN ENVIRONMENTAL PLANNING

Dudek has extensive experience preparing environmental impact reports (EIRs), environmental impact statements, initial studies (ISs), environmental assessments, mitigated negative declarations (MNDs),

DUDEK AT A GLANCE



Multidisciplinary design,
planning, engineering, and
environmental services

800+ EMPLOYEES	13 CALIFORNIA OFFICES
--------------------------	------------------------------------

Employee-owned
CALIFORNIA CORPORATION

TOP 120 U.S. ENVIRONMENTAL FIRMS (Engineering News-Record)	44 <i>Dudek has been in business for 44 years</i>
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addendums, and other studies mandated by the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA), and documents for private- and public-sector projects throughout California. In addition, our team includes technical experts in the areas of air quality, biological resources and permitting, cultural and historic resources, greenhouse gases, noise, and transportation. These experts are well versed in the identification and assessment of environmental and regulatory constraints to development.

DUDEK LOCATIONS AND SERVICES

Dudek is headquartered in Encinitas, California with offices throughout California and the nation. **Figure 1** illustrates the location of our headquarters and branch offices with location of our staff. Our depth and breadth of experience means we can quickly assemble and mobilize the appropriate level of service to match your project needs and budget. Our services include the following:

- Agency permitting
- Air quality/greenhouse gas/health risk assessments
- Biological surveys and monitoring
- CEQA/NEPA compliance
- Climate action/adaptation plans
- Coastal planning/permitting
- Construction management
- Cultural resources/built environment
- Civil engineering
- Construction management
- Environmental planning
- Grant management and writing
- Habitat restoration and management
- Hazardous materials permitting and compliance
- Hydrology
- Mapping and surveying

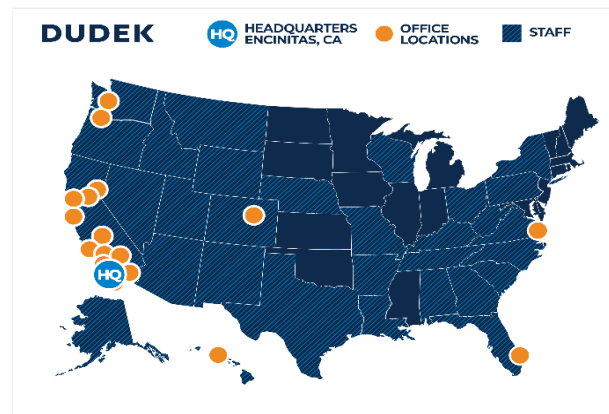


Figure 1. Dudek office locations and staff

- Mitigation compliance
- Paleontology
- Public outreach
- Site assessment and remediation
- Transportation analyses
- Urban design and planning
- Urban forestry
- Wildfire protection planning
- Water conservation planning
- Water infrastructure planning and design
- Visual simulations

Organization and Staffing

We have assembled a comprehensive team of specialists who can provide the full array of environmental review services sought by the City. **Figure 2** presents the organization and roles of the key Dudek personnel, and **Table 1** lists their education, certificates, and relevant experience. Note that we have only included key team members and have not included all available staff. Resumes for all staff shown on the organization chart are included in **Appendix A**.

Figure 2. Project Organization Chart



*Denotes key personnel

Table 1. Project Team Qualifications

Proposed Staff	Education/Certifications	Relevant Experience
Cori Resha Contract Manager	Education University of the Pacific, McGeorge School of Law Juris Doctor California State University BA, Environmental Economics	20 years' experience - On Call Planning and Environmental Services, El Dorado County, California - On-Call CEQA/NEPA Services, City of Bellflower, California - On-Call Environmental Compliance Services for Transportation Planning and Programs Division, County of Los Angeles Public Works (Federal Projects), California
Daniel Hoffman Project Manager	Education Whitman College BA, Environmental Studies/Economics	7 years' experience - University of California Berkeley Softball Field EIR, Berkeley, California - University of California Berkeley Clark Kerr Campus Beach Volleyball EIR, Berkeley, California - San Francisco Fell Street DMV Field Office Initial Study, San Francisco, California
Katherine Waugh, AICP Project Manager	Education University of California, Davis BS, Environmental Policy Analysis and Planning Certifications AICP	24 years' experience 123 Independence Drive Residential Development, City of Menlo Park, California 1005 O'Brien Drive/1320 Willow Road Research and Development Project, City of Menlo Park, California - Augustin Bernal Mountain Bike Trail, City of Pleasanton, California
Brian Grattidge Project Manager	Education University of California, Davis MA, Political Science BA, International Relations	28 years' experience - Collins Drive Subdivision, City of Auburn, California - City of Vacaville Circulation Element Update, Climate Action Plan, and EIR, Vacaville, California - City of Lincoln SUD-B Northeast Quadrant Specific Plan EIR, Lincoln, California
Dennis Pascua Transportation Planner	Education University of California, Irvine BA, Social Ecology (Environmental Analysis and Design)	31 years' experience - Byron Airport Development Program EIR, Contra Costa County, California - Former Dixon High School Modernization Project, Dixon, California - City of Carson On-Call Environmental Analysis Services, Carson, California
Mladen Popovic, AICP Transportation Planner	Education University of California, Santa Barbara BA (with Honors), Geographic	8 years' experience - Byron Airport Development Program Traffic Impact Analysis and EIR, County of Contra Costa, California

Table 1. Project Team Qualifications

Proposed Staff	Education/Certifications	Relevant Experience
	Information Systems BA (with Honors), Environmental Studies University of California, Irvine Masters, Urban and Regional Planning Certifications AICP	- University of California Berkeley Softball Field EIR, Berkeley, California - St. Joseph's Medical Center Hospital Expansion Project Traffic Impact Analysis and EIR, CommonSpirit Health, City of Stockton, California
William Burns, RPA Archaeologist	Education University of York MS, Coastal and Marine Archaeology University of Massachusetts at Amherst BA, Anthropology (Mathematics minor) Certifications RPA, No. 989730 Divemaster (National Association of Underwater Instructors)	20 years' experience - Vista Woods Apartments Project, Contra Costa County, California - Pacific Gas and Electric Vegetation Management, multiple projects, San Joaquin, Amador, Stanislaus, Calaveras, Tuolumne, Mariposa, Madera, Fresno Counties, California - University of California Berkeley Clark Kerr Campus Beach Volleyball Courts Project, Berkeley, California
Audrey Herschberger, PE Environmental Engineer	Education Oregon State University BS, Chemical Engineering Certifications Professional Environmental Engineer, OR No. 80505PE Hazardous Waste Basics, Managing Common Wastes Oregon Department of Environmental Quality	16 years' experience - Phase I Environmental Site Assessment and Hazardous Material Evaluations, Private Energy Development Company, Stanislaus County, California - Multiple Phase I Initial Site Assessments, City of La Cañada Flintridge, California - Multiple Multi-Family Residential Property Phase I Environmental Site Assessments, Ahe Group, Hawaii
Fallin Steffen, MPS Architectural Historian	Education Tulane University, New Orleans Masters of Preservation Studies University of California, Santa Cruz BA History of Art and Visual Culture	9 years' experience - Cal Softball Field Renovation Project, University of California, Berkeley, CEQA Compliance, Berkeley, California - Awakening Nourishing Fires Project, City of Santa Cruz Economic Development Department, CEQA Compliance and Local Historic Preservation Permitting Support, Santa Cruz, California - Northgate Town Square Project, Merlone Geier Management, LLC, CEQA Compliance, San Rafael, California

Table 1. Project Team Qualifications

Proposed Staff	Education/Certifications	Relevant Experience
Monte Kim, PhD Architectural Historian	Education University of California, Santa Barbara PhD, History California State University, Sacramento MA, Public History University of California, Santa Cruz BA, History	20 years' experience - On-Call Services for Department of Water Resources, Operations and Maintenance Division, State of California - Cultural Resources Inventory and Evaluation Report for the Huntington Library Scholar's Grove Housing Project, San Marino, California - California Department of Fish and Wildlife Mission Creek Habitat Restoration Project, Santa Barbara County, California
Angelica Chiu CEQA/NEPA Analyst	Education University of California, Davis BS, Environmental Policy Analysis and Planning	5 years' experience - Creekside Village Specific Plan EIR, County of El Dorado, California - City of Sacramento 2040 General Plan Master EIR, City of Sacramento, California - St. Joseph's Medical Center Hospital Expansion Project EIR, CommonSpirit Health, City of Stockton, California - North County Solid Waste Services Project EIR, County of Los Angeles, California
Jonathan Leech, AICP, INCE, PG Noise Specialist	Education University of California, Santa Barbara BA, Environmental Studies/Geology Pennsylvania State University Coursework in Graduate Acoustics Program Certifications AICP Institute of Noise Control Engineering (INCE) Professional Geologist (PG), CA No. 6398	38 years' experience - City of Rohnert Park On-Call Acoustic Services, Sonoma County, California - Belden Barns Farmstead and Winery EIR, Sonoma County, California - California Boulevard Round-About, City of Napa, California
Connor Burke, INCE Noise Specialist	Education University of San Diego BA, Environmental Studies Certifications Institute of Noise Control Engineering (INCE) Certified Environmental Specialist	9 years' experience - Pacific Coast Commons Specific Plan EIR, City of El Segundo, California - Northside Specific Plan EIR, Rick Engineering, Cities of Riverside and Colton and Riverside County, California - The Farm in Poway EIR, City of Poway, California

Table 1. Project Team Qualifications

Proposed Staff	Education/Certifications	Relevant Experience
	Professional Association of Diving Instructors (PADI) Divemaster, No. 344699 Emergency First Responder British Sub-Aqua Club (BSAC) Boat Handling	
Adam Giacinto, RPA Cultural Resource Specialist	Education San Diego State University MA, Anthropology Santa Rosa Junior College AA, Anthropology Sonoma State University BA, Anthropology/ Linguistics	▪ 18 years' experience ▪ Alameda County Water District Project, California ▪ San Pablo Broadband Project, City of San Pablo, California ▪ Caltrain Electrification Project, Cities of San Francisco, San Mateo, Palo Alto and San Jose, California
Matthew Morales Air Quality Specialist	Education University of California, Davis BS, Environmental Toxicology	▪ 19 years' experience ▪ San Pablo Broadband Project, City of San Pablo, California ▪ WETA Alameda Main Street Ferry Terminal Refurbishment Project IS/MND, City of Alameda ▪ Station Avenue Project – Central Rohnert Park Priority Development Area Plan EIR Consistency Review, City of Rohnert Park
Matt Ricketts Biologist	Education Eastern Kentucky University MS, Biology/Applied Ecology University of Illinois at Urbana-Champaign BS, Natural Resources and Environmental Sciences	▪ 23 years' experience ▪ Augustin Bernal Mountain Bike Project, City of Pleasanton, Alameda County, California ▪ Sustainability Policy and Regulatory Update of the County of Santa Cruz General Plan/Local Coastal Program and Santa Cruz County Code, County of Santa Cruz, California ▪ Jewel Lake Long-term Maintenance Study, Balance Hydrologics Inc./East Bay Regional Park District, Berkeley, California
Emily Scricca Biologist	Education San Jose State University MS, Environmental Studies University of Vermont BS, Animal Sciences Certifications USFWS, Section 10(a)(1)(A) Native Endangered and Threatened Species Recovery Permit, No. TE45251C-0 ▪ California tiger salamander	▪ 13 years' experience ▪ Delta Field Division Environmental Extension-of Staff, California Department of Water Resources (DWR), Contra Costa/Alameda Counties, California ▪ Delta Field Division Habitat Conservation Plan Project, DWR, Contra Costa/Alameda Counties, California ▪ Advanced Meter Infrastructure, Alameda County Water District, Alameda County, California

Table 1. Project Team Qualifications

Proposed Staff	Education/Certifications	Relevant Experience
	CDFW, Memorandum of Understanding, Scientific Collecting Permit, No. SC-013755 - California Tiger Salamander CDFW, Scientific Collecting Permit, Special Use Permit, No. S-220390005-22040-002 East Contra Costa County Habitat Conservancy - CDFW/USFWS approved Biologist	
Eric Schniewend Geologist	Education University of California, Santa Barbara BA, Geological Sciences	29 years' experience - Bayview Development EIR, Contra Costa County, California - CSLC NuStar Marine Terminal EIR, Contra Costa County, California - Richmond Chevron Refinery Renewal Project EIR, Richmond, California
Josh Saunders, AICP Aesthetics	Education New School of Architecture + Design MS, Architecture (Landscape Architecture concentration) University of California, San Diego BA, Urban Studies and Planning Certifications American Institute of Certified Planners (AICP)	19 years' experience - The Inns at Buena Vista Creek Project EIR, City of Oceanside, California - The Enclave at Ivanhoe, County of San Diego, California - Kaiser Permanente Los Angeles Medical Center Campus Project, City of Los Angeles, California

Description and Approach

Project Understanding

Environmental planning is an intrinsic and mandatory part of the planning process and is guided by the overriding goal of CEQA, which is to provide public disclosure of potential environmental effects and to mitigate those impacts to the extent feasible. Environmental planning can be a lengthy and complicated process. Similar to many municipalities throughout the state, the City of Pinole (City) Community Development Department has many disparate responsibilities and obligations. The involvement of qualified consultants in the environmental planning process can help City staff members maximize their productivity and effectiveness. We will function as an extension of City staff in completing the CEQA process, representing the City with the highest integrity and professionalism and providing unparalleled service.

Dudek has extensive experience serving a variety of public agencies under on-call and extension-of-staff contracts. These include the Cities of Rohnert Park, Santa Cruz, Gilroy, Auburn, and Lincoln; the Cloverdale Unified School District; and the San Francisco Unified School District. Dudek's CEQA specialists and technical experts understand that agency staff have a wide range of responsibilities and busy schedules. Our professionals are trained to understand the agency's processes and apply our expertise within that structure. The result is maximized efficiency without sacrificing valuable time and energy.

City staff must be able to rely on their consultant team to complete technical analyses and CEQA document preparation and provide support in the public noticing process, confident that every detail is attended to. We coordinate closely with our clients to maintain project schedules and make sure that every logistical detail involved in finalizing documents for public review, providing appropriate public notice of document availability, and posting documents with the county clerk is completed efficiently and in compliance with all statutory requirements.

We have assembled a multidisciplinary team that reflects our ability to do the following:

- Provide high-quality technical specialists
- Meet any local agency environmental compliance or regulatory permitting need
- Balance the need for specialty technical services with cost effectiveness
- Provide strong writing and oral communication skills to communicate project technical details and goals to diverse stakeholders

Dudek Project Management Approach

PROJECT MANAGEMENT

Under this on-call contract, Dudek's contract manager will oversee all work completed on individual projects to ensure consistency in approach and quality across all task orders. As each request for proposal is received, Ms. Resha will match the project with a project manager who is best suited to the project. Under this contract, Dudek will be staffed with senior-level project managers to help address complex environmental issues and provide detailed review of work products. Our depth of staff allows us to be responsive to a variety of needs on multiple, concurrent task orders and remain flexible to changing requirements and unforeseen issues. Dudek staff takes its commitment to client responsiveness seriously, leveraging technology to maintain productivity and keep our teams connected, both internally and externally. We provide robust virtual support for our clients, maintaining continuity in critical projects across any scenario.



Our project managers are well informed, practiced, and empowered to harness the full resources of our firm to provide responsive client service and innovative solutions that improve project efficiency and delivery. Whether taking a quick phone call or creating an additional scope element, our project managers can mobilize new approaches, resources, and team members quickly to meet your needs.

Dudek has remarkably low employee turnover, and the team we present will see your projects through to completion. Our environmental team effectively communicates with the local community and decision-makers by coordinating technical expertise, policy interpretation, informative graphics and figures, and detailed impact analysis and mitigation measures. We will integrate project teams that have regulatory and technical expertise with the right project leader so that documents are thorough and environmental review processes are streamlined and efficient.

Dudek has extensive experience preparing EIRs and other CEQA-mandated studies and documents for private- and public-sector projects. Through this experience, Dudek has developed a clear understanding of the individual tasks involved in preparing the range of required environmental documents. Essential elements of environmental analysis that contribute to our completion of environmental documents that are certified or adopted by the lead agency include gaining a clear understanding of the project, leading to our preparation of an accurate, detailed, and thorough project description; in-depth knowledge of the legal requirements of CEQA and/or NEPA and awareness of other applicable regulatory considerations; identification of key environmental issues; technical proficiency in the methodology for analysis of existing conditions and evaluation of potential project impacts; and effective communication of the results to the public and decision-makers.

CEQA/NEPA COMPLIANCE

Dudek has one of California's largest, most experienced teams for CEQA/NEPA document preparation. Our environmental planners have prepared and processed more than 3,400 CEQA/NEPA documents for a variety of large and small development, infrastructure, redevelopment, restoration, and conservation projects statewide. Dudek's environmental experts work collaboratively with clients; local, regional, state, and federal agencies; and

the public to clearly define project objectives, address concerns, and outline appropriate processes. We apply practical CEQA/NEPA knowledge to comply with current laws, regulations, and case law. We help our clients creatively solve regulatory challenges within financial and scheduling constraints.

We produce complete CEQA/NEPA documents done right the first time. Combining comprehensive analysis and research-based findings, we provide legally defensible documents that are supported by substantial evidence, none of which have ever been successfully overturned in court. We conduct technically sound assessments and manage environmental review processes in a streamlined, compliant, and straightforward manner. Our environmental planners work with our in-house technical editors and graphic designers to prepare high-quality documents that are clearly organized and easily interpreted by the public, agencies, and decision-makers responsible for future project development.

We efficiently coordinate and prepare technical reports by using our in-house technical experts. Our team expedites project processing by designing and maintaining realistic document schedules, adhering to consistent communication protocols, leveraging our long-standing agency relationships, and anticipating potential issues as soon as possible.

Dudek has built a strong reputation for helping public officials effectively progress through California's ever-increasing regulatory maze, providing the appropriate team of experienced scientific, engineering, and regulatory professionals. Our comprehensive approach and experience will provide the City with the following:

- **The Right People.** We provide an experienced contract manager who will draw from Dudek's more than 800 environmental professionals to bring the appropriate expertise to your project, considering project needs and available budget. Contract Manager Cori Resha will work with our skilled CEQA project managers and technical experts to successfully complete any project.
- **Collaborative Teamwork.** Our project managers recognize the importance of being part of the City team. We work with staff and project applicants in a professional, collaborative, and friendly manner.
- **In-Depth Experience.** Our project teams have worked with dozens of agencies on a wide variety of difficult projects. We will provide you and your staff with varying perspectives on scoping and cost based on our experience with successfully completing hundreds of environmental review documents.
- **Prompt Communication.** We provide frequent and regular reporting on key work tasks, meetings, and processes. We get in front of developing problems by keeping you informed when City staff may need to get involved and offer alternatives to mitigate unnecessary delays. We respond quickly to requests and emergencies as needed.
- **Comprehensive Service.** We are a one-stop shop for your CEQA/NEPA compliance needs. We will provide the City with a highly qualified, locally knowledgeable team of professionals who regularly work together to effectively complete environmental and regulatory projects throughout the state.

ON-TIME PROJECT COMPLETION

Dudek is often retained by clients for projects with schedule requirements that appear impossible to attain. We have a reputation for rising to these challenges and, in doing so, have developed expertise in critical path management, fast-track scheduling, efficient staffing, and workload management. Dudek has achieved this record of on-time performance through the consistent application of several fundamental strategies. These strategies include early identification of methodologies to be used, determination of existing issues, and implementation of an interactive and collaborative process.

Quality Control

DOCUMENT QUALITY ASSURANCE AND QUALITY CONTROL

Dudek's Editorial team works closely with project managers to apply the highest standards of quality to all deliverables. For a typical Dudek work product, the following process will be used:

Style Guide Development. During the start-up phase of the project, the Dudek technical editing team will create a project-specific style guide to maintain consistency of terms and nomenclature used in the project documents. This style guide will be in accordance with the City's standard formatting requirements and will be shared with the City before preparing project documents.

Technical Review. An appropriate third-party technical reviewer will be assigned to all written work products. This step in the review process is focused on the legal adequacy and technical accuracy of all deliverables, and multiple reviewers may be used depending on the complexity of the document.

Editorial Review. Once the technical review is complete, Dudek editors will conduct an editorial review of deliverables following the agreed-upon style guide. Before submittal, each document will be formatted by Dudek's publications staff.

Document Production. Dudek's Publications Production team verifies the quality of each physical deliverable before publication. Dudek's Editorial team, in collaboration with the publications and information technology staffs, will produce and publish the web versions of project deliverables.

Should the need for virtual collaboration arise, Dudek's Publications team has a wealth of experience creating and maintaining secure project portals. These sites are project specific and can be set up quickly with levels of permissions necessary to meet the City's needs. This allows multiple reviewers to revise documents concurrently and provides an efficient alternative to in-person, live editing meetings.

Dudek's publications staff also routinely uploads documents to the State Clearinghouse's CEQANet database to initiate the start of the public comment period or to file notices following project approval.

ADMINISTRATIVE RECORD

As a best practice, Dudek builds a thorough administrative record during project development. During the writing process, the editor works closely with the writing team to catalogue references cited in an index and collects and compiles all source material. The writer and/or editor locates the reference cited, tracks its status in the index, and compiles PDFs of each document cited. Additionally, Dudek has a library services team that researches difficult references and reviews the references-cited matrix against the compiled source materials, verifying that each reference cited has been provided, contains the appropriate page range, and is from a reputable source.

Quality Control

Style Guide

- Establish consistency across project documents

Technical Review

- Make sure that product meets or exceeds client standards

Editorial Review

- Verify that all content and data are error-free

Document Production

- Produce and deliver high-quality products

Approach to Scope of Services

Our project management approach and staff assignments allow Dudek to provide high-quality work, subject to a rigorous quality-assurance review, in an efficient and cost-effective manner. Corinne Resha will be responsible for directing individual assignments, allocating the appropriate resources of the company to meet the City's needs. Senior-level review and involvement will be provided by Daniel Hoffman, Brian Grattidge, and Katherine Waugh, AICP in the environmental review process. Project managers will be responsible for establishing and maintaining timely and clear communication links with City staff and focusing on the City's projects and priorities. As issues arise in the environmental planning process, the project managers may advise the City of prudent courses of action and provide problem-solving strategies designed to keep a project moving forward. Finally, the project managers will provide functional and logistical assistance for community outreach, mapping and exhibit preparation, text and report preparation, scoping, noticing, and agency consultation/coordination.

Table 3 identifies the general tasks that Dudek will complete for each task order. The task descriptions are informed by Dudek's experience in preparing environmental documents. While Dudek will prepare a detailed scope of work for each project for which we are selected, we anticipate that each scope of work would include the following general tasks. Many of these tasks are common to the preparation of EIRs, MNDs, and addendums, while some are specific to EIR preparation, as indicated by the last two columns.

Table 2. Work Plan Tasks

Task	Description	EIR	MND or Addendum
Project Management and Meetings	Project management activities primarily consist of facilitating frequent and effective communication to promote efficiency in project preparation. Regular communication with the City provides opportunities for consultation regarding the overall CEQA process, project-specific impact analysis, development of mitigation measures, and compliance with related state planning laws as applicable to a given project (such as Native American consultation in accordance with Senate Bill 18 and Assembly Bill 52 and water supply analysis in accordance with Senate Bill 610). Dudek maintains regular communication with our technical staff and promptly provides them with information relevant to their respective studies to facilitate the greatest efficiency and control of the project budget. For each project meeting, Dudek will prepare and circulate an agenda and will manage the meeting to ensure that it is efficient and productive; will identify follow-up action items will and assign them to each participant; and will prepare meeting minutes to document the discussion, conclusions, and follow-up actions needed.	X	X
Project Description	One of the initial tasks is to prepare a project description to be used as the basis for the analysis. The project description provides the land uses proposed for the project, specific details of project construction, and the entitlements necessary for project approval. Dudek will submit the project description to both City staff and the project applicant to verify that it accurately portrays the project prior to starting work on the technical analysis.	X	X
Scoping	Dudek will prepare a Notice of Preparation (NOP), circulate it to agencies and the public for an EIR, work with City staff to draft and finalize the NOP, and prepare it for public circulation. Dudek routinely uploads NOPs to the	X	

Table 2. Work Plan Tasks

Task	Description	EIR	MND or Addendum
	State Clearinghouse on behalf of clients. Dudek will review comments received in response to the NOP to verify that the EIR adequately considers all relevant comments. If required, Dudek will attend a public scoping meeting where verbal comments are received and will provide a summary of all comments.		
Technical Studies	Dudek routinely conducts peer reviews of technical studies provided by the project applicant and prepares new technical studies as necessary. Dudek will evaluate and identify specific needs for technical study peer reviews and completion of new studies during preparation of the scope of work, based on direction from City staff.	X	X
Site Visit	Dudek staff will visit the site and project area to observe existing environmental conditions if required.	X	X
Request for Information	Dudek will prepare a list of information needed to prepare the document (i.e., information for modeling, site access, etc.) and provide it to the City and the applicant.	X	X
Initial Study (IS)	Depending on the project, Dudek can prepare an IS to focus the analysis of an EIR or to support an MND.	X	X
Draft EIR	Dudek will prepare an EIR to evaluate impacts that may result from development of a proposed project. Dudek works collaboratively with City staff to prepare, edit, and refine the document in preparation for public circulation. The nature of the project and comments received on the NOP inform the specific scope of an EIR. Dudek prepares EIRs that do the following: ▪ Accurately and concisely define the baseline setting for the project site and region ▪ Present quantitative and qualitative impacts analysis at either a project or programmatic level, as appropriate for the particular project ▪ Support all significance findings with substantial evidence ▪ Identify feasible mitigation measures that include explicit and succinct descriptions of the requirements for timing of implementation ▪ Identify and evaluate a reasonable range of project alternatives that may avoid or reduce the significant impacts of the project ▪ Identify cumulative impacts in the project region, including climate change and the effects of climate change in the region, and evaluate the project's contribution to those impacts ▪ Evaluate the project's potential to induce growth in the area and the project's irreversible environmental effects Dudek will also prepare the required notices for circulation of an EIR, including a Notice of Availability (NOA) to start the public review period, and a Notice of Completion (NOC) required for submittal to the State Clearinghouse's CEQAnet database. Dudek will complete EIRs in an efficient and cost-effective manner.	X	
MND	Dudek will prepare an MND for the project to note where impacts can be reduced to less than significant with mitigation or those that are already less than significant. This includes preparation of an IS checklist and any		X

Table 2. Work Plan Tasks

Task	Description	EIR	MND or Addendum
	technical studies to support the significance findings. Dudek will prepare the Notice of Intent (NOI) to Adopt an MND and NOC and can upload them to the CEQAnet database.		
Final EIR	After public circulation, Dudek will address responses to all comments received from agencies and members of the public on the Draft EIR, including oral comments recorded at any public hearings. A Final EIR includes a list of commenters, changes made to the Draft EIR, and bracketed comments and corresponding responses.	X	
Final MND	Dudek will address comments received in response to an MND in a memorandum format or in a stand-alone document, depending on the project and the volume of comments and specific issues raised.		X
Mitigation Monitoring and Reporting Program (MMRP)	Dudek will provide all mitigation measures for either an EIR or MND in an MMRP. To the extent feasible, the implementation and monitoring of each mitigation measure will be tied directly to required entitlements (e.g., grading and building permits). Where additional monitoring is necessary, the MMRP identifies the specific timeline for implementation and monitoring, the mechanism by which monitoring would occur, and the criteria by which the success of the mitigation measure would be determined.	X	X
CEQA Findings of Fact and Statement of Overriding Considerations	Dudek will prepare the Findings of Fact—and, if required, Statement of Overriding Considerations documenting the procedural history, project background, project objectives and description, record of proceedings, and specific findings for each impact of the project—for an EIR. This includes a summary of the impacts determined to be less than significant and a detailed description of each potentially significant or significant impact, the associated mitigation measures, and the effect of the mitigation measures in reducing or avoiding the significant impact. The Findings of Fact will also review the project alternatives evaluated and the feasibility of each, the potential for the project to induce growth, and the project's contribution to cumulative impacts.	X	
Public Hearings and Staff Support	Dudek's project manager attends public hearings to record comments received and can respond to comments from the public and questions from the decision-making body regarding the CEQA document, if required. If requested, Dudek can also prepare and deliver a presentation reviewing the major findings of the CEQA document. Dudek staff can also assist City staff in compliance with all applicable state planning laws and state and federal natural-resource regulations. This could include participation in the Senate Bill 18 and Assembly Bill 52 Native American consultation processes; assistance in the Senate Bill 610 water-supply assessment process; participation in consultation with state and federal agencies, as needed; and support in all required public noticing and distribution requirements. In particular, Dudek can prepare the Notice of Determination (NOD) for filing upon project approval and can assist with the submission to the County Clerk and the State Clearinghouse.	X	X

Schedule of Work

The management team will work together to meet communication goals and keep the project on schedule and within budget using the following:

Project Kickoff Meeting. The management team will attend a project kickoff meeting with key team members. This meeting will be critical to the ultimate success of the project, as it provides an opportunity for all parties to discuss the project, review the scope, and formalize key assumptions. Dudek will provide a detailed agenda that addresses project overview, requests for information, communication protocols, budget, and schedule. This meeting will also offer an opportunity to confirm document format requirements, points of contact, status report details, and any other logistical, technical, or procedural concerns. We approach every project with the understanding that attention on the front end can save substantial time and costs in the long run.

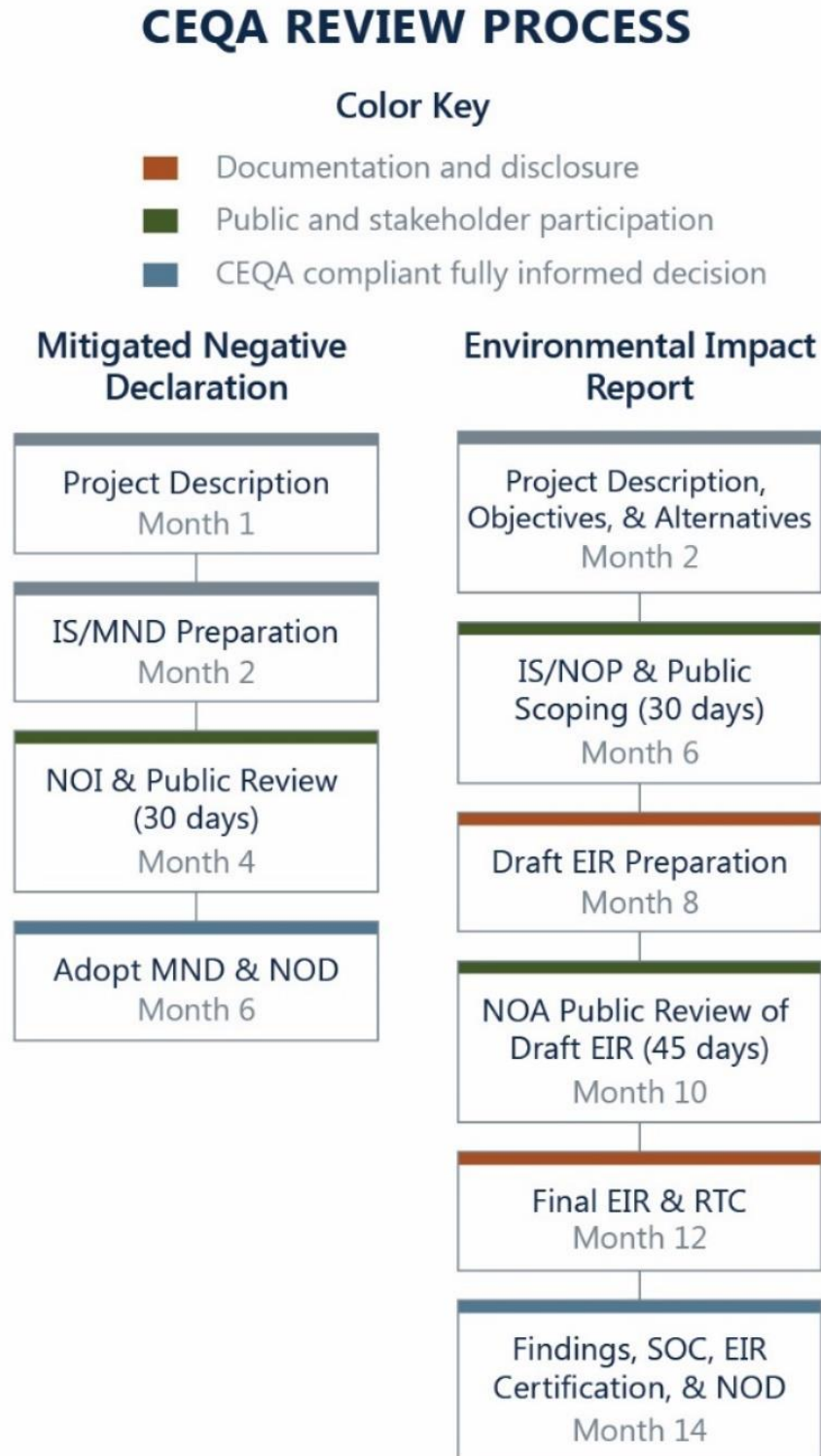
Dedicated Lines of Communication. After the kickoff meeting, Ms. Resha will distribute a key contact list to all team members, confirming communication protocols and contact information. At this time, Ms. Resha will schedule recurring project meetings to establish an ongoing coordination channel between key team members. These meetings are a key element of Dudek's management approach, as they foster collaboration and accountability, maintain project momentum, and allow for issues to be identified and resolved early.

Master Deliverables List. Dudek will prepare a master deliverables list with key document development milestones, such as draft deliverables for review, review periods, and possible meeting dates with the City to resolve comments, if needed. Dudek will also provide the City with a customized style guide to maintain consistency of key project terms, references, format, and style. Dudek uses online meeting tools for collaborative document revisions with City staff and efficient resolution of comments, if needed. Dudek will manage and update the master deliverables list, make it available to all team members, and communicate accurate status updates to the team. Using this tool, Dudek will provide the City project manager with up-to-date status reports as requested.

Schedule and Budget Tracking. The management team will use a schedule-tracking tool to meet important milestones for task orders issued under this contract. Similarly, we will use Deltek Vision to track all budget line items and deliver an accurate monthly balance for each.

Progress Reports. Ms. Resha will prepare regular progress reports that will include a list of tasks completed during the period, a list of tasks anticipated during the coming period, a project schedule update, a summary of the schedule, and any outstanding scope of work or information request issues.

Figure 3. Typical schedule for CEQA Review Process



Subconsultants

Dudek is providing the scope of services with in-house staff. No subconsultants are used at this time. Should a project arise that might require the need for a subconsultant, Dudek will discuss with City staff and determine the best course of action.

Cost Proposal

COST CONTROL AND BUDGETING

Dudek is committed to maintaining continuous communication and closely monitoring cost and schedule performance. Using the latest available digital project management systems, we maintain accurate, up-to-date budgets and schedules. We have the ability to share cost and schedule details with the City in real time by efficiently and accurately tracking budgets and regularly updating project schedules.

FEE SCHEDULE

DUDEK 2024 Standard Schedule of Charges

Engineering Services

Project Director	\$335.00/hr
Principal Engineer III	\$310.00/hr
Principal Engineer II	\$290.00/hr
Principal Engineer I	\$280.00/hr
Program Manager	\$265.00/hr
Senior Project Manager	\$265.00/hr
Project Manager	\$255.00/hr
Senior Engineer III	\$250.00/hr
Senior Engineer II	\$240.00/hr
Senior Engineer I	\$230.00/hr
Project Engineer IV/Technician IV	\$220.00/hr
Project Engineer III/Technician III	\$210.00/hr
Project Engineer II/Technician II	\$200.00/hr
Project Engineer I/Technician I	\$180.00/hr
3D Production Manager	\$210.00/hr
Senior Designer II	\$200.00/hr
Senior Designer I	\$195.00/hr
Designer	\$185.00/hr
Assistant Designer	\$180.00/hr
CADD Operator III	\$175.00/hr
CADD Operator II	\$165.00/hr
CADD Operator I	\$145.00/hr
CADD Drafter	\$135.00/hr
CADD Technician	\$120.00/hr
Project Coordinator	\$155.00/hr
Engineering Assistant	\$125.00/hr

Environmental Services

Senior Project Director	\$330.00/hr
Project Director	\$285.00/hr
Senior Specialist V	\$260.00/hr
Senior Specialist IV	\$245.00/hr
Senior Specialist III	\$235.00/hr
Senior Specialist II	\$225.00/hr
Senior Specialist I	\$210.00/hr
Specialist V	\$195.00/hr
Specialist IV	\$185.00/hr
Specialist III	\$175.00/hr
Specialist II	\$165.00/hr
Specialist I	\$155.00/hr
Analyst V	\$145.00/hr
Analyst IV	\$135.00/hr
Analyst III	\$125.00/hr
Analyst II	\$115.00/hr
Analyst I	\$105.00/hr
Technician III	\$90.00/hr
Technician II	\$80.00/hr
Technician I	\$70.00/hr

Mapping and Surveying Services

Application Developer II	\$220.00/hr
Application Developer I	\$155.00/hr
GIS Analyst V	\$205.00/hr
GIS Analyst IV	\$170.00/hr
GIS Analyst III	\$150.00/hr
GIS Analyst II	\$135.00/hr
GIS Analyst I	\$125.00/hr
UAS Pilot	\$145.00/hr
Survey Lead	\$235.00/hr
Survey Manager	\$210.00/hr
Survey Crew Chief	\$165.00/hr
Survey Rod Person	\$120.00/hr
Survey Mapping Technician	\$95.00/hr

Construction Management Services

Principal/Manager	\$195.00/hr
Senior Construction Manager	\$185.00/hr
Senior Project Manager	\$180.00/hr
Construction Manager	\$175.00/hr
Project Manager	\$170.00/hr
Resident Engineer	\$175.00/hr
Construction Engineer	\$170.00/hr
On-site Owner's Representative	\$160.00/hr
Prevailing Wage Inspector	\$155.00/hr
Construction Inspector	\$145.00/hr
Administrator/Labor Compliance	\$120.00/hr

Hydrogeology/HazWaste Services

Project Director	\$335.00/hr
Principal Hydrogeologist/Engineer III	\$310.00/hr
Principal Hydrogeologist/Engineer II	\$300.00/hr
Principal Hydrogeologist/Engineer I	\$290.00/hr
Senior Hydrogeologist V/Engineer V	\$265.00/hr
Senior Hydrogeologist IV/Engineer IV	\$255.00/hr
Senior Hydrogeologist III/Engineer III	\$245.00/hr
Senior Hydrogeologist II/Engineer II	\$235.00/hr
Senior Hydrogeologist I/Engineer I	\$225.00/hr
Project Hydrogeologist V/Engineer V	\$215.00/hr
Project Hydrogeologist IV/Engineer IV	\$205.00/hr
Project Hydrogeologist III/Engineer III	\$195.00/hr
Project Hydrogeologist II/Engineer II	\$185.00/hr
Project Hydrogeologist I/Engineer I	\$175.00/hr
Hydrogeologist/Engineering Assistant	\$140.00/hr
HazMat Field Technician	\$125.00/hr

District Management & Operations

District General Manager	\$230.00/hr
District Engineer	\$215.00/hr
Operations Manager	\$165.00/hr
District Secretary/Accountant	\$145.00/hr
Collections System Manager	\$145.00/hr
Grade V Operator	\$135.00/hr
Grade IV Operator	\$115.00/hr
Grade III Operator	\$110.00/hr
Grade II Operator	\$90.00/hr
Grade I Operator	\$80.00/hr
Operator in Training	\$75.00/hr
Collection Maintenance Worker	\$80.00/hr

Creative Services

Creative Services IV	\$175.00/hr
Creative Services III	\$150.00/hr
Creative Services II	\$140.00/hr
Creative Services I	\$125.00/hr

Publications Services

Technical Editor IV	\$175.00/hr
Technical Editor III	\$150.00/hr
Technical Editor II	\$140.00/hr
Technical Editor I	\$125.00/hr
Publications Specialist IV	\$130.00/hr
Publications Specialist III	\$115.00/hr
Publications Specialist II	\$110.00/hr
Publications Specialist I	\$100.00/hr
Clerical Administration	\$90.00/hr

Expert Witness – Court appearances, depositions, and interrogatories as expert witness will be billed at 2.00 times normal rates.

Emergency and Holidays – Minimum charge of two hours will be billed at 1.75 times the normal rate.

Material and Outside Services – Subcontractors, rental of special equipment, special reproductions and blueprinting, outside data processing and computer services, etc., are charged at 1.15 times the direct cost.

Travel Expenses – Mileage at current IRS allowable rates. Per diem where overnight stay is involved is charged at cost.

Invoices, Late Charges – All fees will be billed to Client monthly and shall be due and payable upon receipt. Invoices are delinquent if not paid within 30 days from the date of the invoice. Client agrees to pay interest at a 10% annual rate for amounts unpaid greater than 30 days after the date of the invoice.

Annual Increases – Unless identified otherwise, these standard rates will increase in line with the CPI-U for the nearest urban area per the Department of Labor Statistics to where the work is being completed) or by 3% annually, whichever is higher.

Prevailing Wage – The rates listed above assume prevailing wage rates do not apply. If this assumption is incorrect Dudek reserves the right to adjust its rates accordingly.

Relevant Projects/Services

We have included references for all key personnel who are directly responsible for carrying out the life of the contract. In addition, we have included relevant project experiences with references.

Table 3. References for Key Personnel

Proposed Staff	References
Cori Resha Contract Manager	▪ Bret Sampson, Planning Manager, County of El Dorado; 330 Fair Lane, Placerville, California 95667; 530.621.5567; bret.sampson@edcgov.us; length of service 2023–Present; environmental planning services ▪ Elizabeth Oba, Director of Planning and Building Services, City of Bellflower; 16600 Civic Center Drive, Bellflower, California 90706; 562.804.1424 ext. 2276; eoba@bellflower.org; length of service 2024–Present; CEQA/NEPA services ▪ Los Angeles County Public Works, Krystle Jafari, PE, Associate Civil Engineer; 900 S Fremont Ave, Alhambra, CA 91803; 626.458.3916; kjafari@dpw.lacounty.gov; length of services 2023–Present; on-call environmental planning and permitting
Daniel Hoffman Project Manager	▪ Shraddha Navalli Patil, PhD, Senior Planner; University of California, Berkeley; 300 A & E Building, Berkeley, California 94720; 650.223.3433; shraddha@berkeley.edu; length of service 2020–Present; on-call environmental planning ▪ Jessica Martinez-McKinney, Associate Planner II, City of Santa Cruz, Water Department; 212 Locust Street Suite C, Santa Cruz, California 95060; 831.420.5322; length of service 2019–Present; CEQA services and environmental permitting ▪ Mary Grace Pawson, PE, Planning Manager, City of Rohnert Park; address; 707.588.2234; mpawson@rpcity.org; length of service 2010–Present; on-call environmental services
Katherine Waugh, AICP Project Manager	▪ Matt Gruber, City Landscape Architect, Public Works Department; 200 Old Bernal Avenue, P.O. Box 520, Pleasanton, California 94566; 925.931.5672; mgruber@cityofpleasantonca.gov; length of service 2021–Present; Augustin Bernal Mountain Bike Trail ▪ Amy French, Chief Planning Official, City of Palo Alto; address; 650.329.2336; amy.french@cityofpaloalto.org; length of service 2017–2022; on-call planning and environmental review services ▪ Christopher R. Turner, Senior Planner, City Hall - 1st Floor 701 Laurel Street; 650.330.6724; crtturner@menlopark.gov; length of service 2022–Present; 1005 O'Brien/1320 Willow Life Sciences Project EIR
Brian Grattidge Project Manager	▪ Bret Sampson, Planning Manager, County of El Dorado; 2850 Fairlane Court, Placerville, California 95666; 530.621.5301; bret.sampson@edcgov.us; length of service; project ▪ Rommel Pabalinas, Planning Manager, City of Lincoln; 600 Sixth Street Lincoln, California 95648; 916.434.2483; rommel.pabalinas@lincolnnca.gov; length of service; project

Table 3. References for Key Personnel

Proposed Staff	References
	Jenna Wright-Parrish, Capital Planner/Financial Manager, California State University, Chico, Planning, Design & Construction; 400 West First Street, Chico, California 95929-0018; 530.898.3548; jlwright@csuchico.edu; length of service; project

Firm Project Experience and References

ON CALL PLANNING AND ENVIRONMENTAL SERVICES

Client: County of El Dorado

Reference: Bret Sampson, Planning Manager; 330 Fair Lane, Placerville, California 95667; 530.621.5567; bret.sampson@edcgov.us

Period of Performance: 2019–Present

Since 2019, Dudek has been providing on-call planning and environmental services to the County of El Dorado. Dudek has provided both short-term planning (entitlement support) and environmental compliance services (including CEQA and NEPA). Projects completed under environmental services have included the following:

- **Dollar General EIR.** Dudek prepared an EIR for a proposed Dollar General in the unincorporated community of Cool. The document was originally prepared as an MND; however, the Board of Supervisors required the preparation of an EIR to address concerns with aesthetics, transportation, and urban blight. The EIR was certified, and the project was approved in 2021.
- **Carson Creek Specific Plan.** Dudek supported both planning and CEQA compliance for an amendment to the Carson Creek Specific Plan. The amendment allowed for additional age-restricted housing for older adults within the Specific Plan area. In addition to supporting the planning department, Dudek prepared an addendum to the Specific Plan EIR. Issues of concern included biological resources, cultural resources, and noise. The amendment was approved in 2021.
- **Middle Mile Broadband MND.** The County of El Dorado is applying for federal funding to improve broadband access in unincorporated communities. Dudek provided support for compliance with the federal Endangered Species Act and Section 106 of the National Historic Preservation Act. Dudek also prepared an MND for the project and supported the consultation process to identify and mitigate potential tribal cultural resources. The project was approved, and the MND was adopted in February 2023.
- **Creekside Village Specific Plan EIR.** Dudek is currently working with the County of El Dorado and the applicant team to prepare an EIR for a new residential subdivision. The project was initially started in 2020 but went on hold and has recently been reinitiated. Completion of the EIR is anticipated to take 12 to 18 months.

ON-CALL CEQA AND NEPA CONSULTING SERVICES

Client: City of Bellflower

Reference: Duane Morita, Planning Consultant; 16600 Civic Center Drive Bellflower, California 90706; 714.457.5712; dmorita@bellflower.org

Elizabeth Oba, Director of Planning and Building Services; 16600 Civic Center Drive Bellflower, California 90706; 562.804.1424; eoba@bellflower.org

Period of Performance: 2022–Present

Since 2022, Dudek has been providing on-call CEQA and NEPA consulting services to the City of Bellflower, first through a subconsultant agreement and currently through an independent on-call agreement. Projects completed for this client include the following:

- **Hollywood Sports Park Project Program EIR.** Dudek is preparing a Program EIR to evaluate the potential environmental effects of the Hollywood Sports Park Project. The project site is currently utilized for recreational activities and events that include outdoor paintball, airsoft, soft-pellet tag, and gelburst, set within movie remnants, rock walls, and other settings. The proposed project includes revising the Land Use Plan in the Land Use Element and amending the Certified 2021–2029 Housing Element, and a Zone Change to allow for future mixed-uses (high-density residential and open space uses) on the project site. At this writing, actual mixed-use development and design plans are not being reviewed or considered by the City. Therefore, the Program EIR will evaluate, on a programmatic-level, potential environmental impacts resulting with the proposed General Plan Amendment (GPA) and zone change. To quantify potential impacts to the greatest extent possible, a development scenario has been created based on a maximum development density and permitted uses as established by the proposed GPA and zone change. The Notice of Preparation (NOP) for this project was released in March 2024.
- **Simms Park Stormwater Capture and Teen and Senior Center Project MND.** Dudek conducted environmental impact review and preparation of an MND for the City of Bellflower addressing two public projects at Simms Park. One project is a stormwater capture facility to divert water from a concrete box storm drain into a storage reservoir proposed beneath the park’s existing baseball/softball fields. Proposed park improvements include replacing the ballfield surface, replacing the perimeter fence and lighting, and adding a bioswale. The second project is construction of a Teen and Senior Center to replace an old teen center building that was demolished in 2019. The new building footprint requires reconfiguration of the park’s existing parking lot and landscaping. The two projects are planned to be constructed separately and are not related in need, but the City decided to cover them in a single CEQA document due to their proximity and potential for overlapping impacts. Analysis and CEQA documentation required coordination with the two projects’ architects and engineers. Dudek’s CEQA analysis included modeling of construction-phase and operational air pollutant and greenhouse gas emissions, an air quality health-risk assessment due to construction adjacent to residences, noise estimates, and assessment of biological resources and cultural resources in an urbanized environment. Dudek advised the City during the Assembly Bill 52 tribal cultural resources outreach and consultation process. The MND was adopted by the Bellflower City Council in August 2023.

ON-CALL ENVIRONMENTAL SERVICES (FEDERAL PROJECTS)

Client: County of Los Angeles

Reference: Reyna Soriano, ENV SP, Civil Engineer, Environmental Planning & Assessments Section Los Angeles County Public Works; address; 626.458.5192; rsoriano@dpw.lacounty.gov

Period of Performance: 2018–2023

Dudek is providing as-needed environmental consulting services to Los Angeles County Public Works for various federally funded projects and non-federally funded projects throughout Los Angeles County. Representative projects include the Colima Road Improvement Project, Old Road Over Castaic Creek Project, Compton Boulevard Bridge Over Compton Creek Project, and the Wilmington Avenue Bridge Over Compton Creek Project. All four projects required preparation of CEQA documentation, California Department of Transportation (Caltrans) environmental studies, biological and/or cultural resources surveys, and coordination with Caltrans District 7 technical staff.

Colima Road Improvement Project. This project proposes to widen a 4.9 mile stretch of Colima Road to accommodate three lanes in each direction, introduce median landscaping, and construct a Class II Bike Lane in each direction. These proposed improvements would all be implemented within the existing Colima Road right of way. The CEQA IS/MND includes challenges with potential impacts to biological and cultural resources, along with geology and soils, hazardous materials, wildfire, and tribal cultural resources. Additional technical studies prepared for the project included visual impacts assessment, air quality/greenhouse gas, initial site assessment, noise, and traffic/transportation.

The Old Road Over Castaic Creek Project. This project includes the seismic retrofit of the Old Road Bridge over Castaic Creek in the unincorporated community of Val Verde in Los Angeles County. The IS/MND includes analysis of cultural resources, air quality, biological resources, and hydrology and water resources. In addition to preparation of IS/MND, work includes the preparation of several Caltrans-specific technical reports, including a Natural Environmental Study–Minimal Impacts, Water Quality Assessment Report, and a Historic Property Survey Report. The project has required ongoing coordination with both Public Works and District 7 technical staff.

Compton Boulevard Bridge Over Compton Creek Project. The Compton Boulevard Bridge over Compton Creek Project involves replacing the existing two-span Compton Boulevard Bridge in southern Los Angeles County with a new two-span, pre-cast concrete bridge. Work tasks include preparation of an IS/MND, Natural Environment Study–Minimal Impact, Water Quality Assessment Report, Archaeological Survey Report, and Historic Property Survey Report.

Wilmington Avenue Bridge Over Compton Creek Project. The Wilmington Avenue Bridge over Compton Creek Project also involves replacing the existing two-span Wilmington Avenue Bridge in southern Los Angeles County with a new two-span, pre-cast concrete bridge. Work tasks include preparation of an IS/MND, Natural Environment Study–Minimal Impact, Water Quality Assessment Report, Archaeological Survey Report, and Historic Property Survey Report.

WORK TASKS INCLUDE:

- *CEQA documentation (IS/MNDs)*
- *Natural Environmental Study, Natural Environmental Study-Minimal Impacts*
- *Water Quality Technical Memorandum*
- *Water Quality Assessment Report*
- *Archaeological Survey Report*
- *Finding of No Adverse Effect*
- *Historic Property Survey Report*
- *Coordination with Caltrans District 7 Staff*
- *Surveys (special-status plant, special-status wildlife, focused arroyo toad survey, cultural resources, and water quality)*

ON-CALL PLANNING AND ENVIRONMENTAL REVIEW SERVICES

Client: City of Palo Alto

Reference: Amy French, Chief Planning Official; 250 Hamilton Ave, Palo Alto, California 94301; 650.329.2336; amy.french@cityofpaloalto.org

Period of Performance: 2017–Present

Dudek's on-call environmental and planning services contracts have helped the City of Palo Alto (City) interpret applicable City codes, policies, standards, and guidelines for development projects. We have provided as-needed planning and environmental review services to the City since 2013, including preparation of several EIRs and MNDs, with several projects requiring the interpretation of applicable City codes, policies, standards, and guidelines. Dudek has consistently provided timely responses and completed task orders on time and within budget. Recent and past projects for the City include the following:



- **Castilleja School Project Focused EIR.** Dudek prepared an EIR to evaluate Castilleja School's proposed program of facility modernization and an amendment to the school's Conditional Use Permit to increase the maximum enrollment cap. Key issues include traffic, noise, consistency with the Municipal Code Floor Area Ratio regulations and Tree Preservation and Management Regulations, construction of a below-grade parking structure in a residential area, and other considerations of the compatibility of the project with the neighboring single-family residences. The EIR also addressed the aesthetics of the proposed new buildings, perimeter fencing and walls, and landscaping plan. Although the project was highly controversial, no legal challenge was filed in response to the City's EIR certification and project approval.
- **Avenidas Community Center MND.** Dudek prepared a detailed IS/MND to evaluate the proposed renovations of the Avenidas Community Center, which is located in a historic building. Dudek completed a peer review of the Historic Resource Evaluation submitted by the project applicant.
- **3877 El Camino MND.** Dudek prepared an IS/MND for the proposed demolition of a vacant commercial building and construction of a mixed-use development that would include retail, other commercial space, and 17 dwelling units. Key issues for the project included historic resources, traffic, aesthetics, and compatibility with the surrounding neighborhood.
- **1050 Page Mill Road EIR.** Dudek prepared an EIR for the demolition of over 300,000 square feet of existing office/warehouse/research and development space and construction of the equivalent amount of dedicated office space. Key issues include potential traffic and visual impacts to surrounding residential neighborhoods.
- **Stanford University 2018 General Use Permit EIR Review.** On behalf of the City, Dudek reviewed the Draft and Final EIRs for the Stanford University 2018 General Use Permit prepared by the County of Santa Clara. The Stanford campus borders a portion of the City and is partially in the City's sphere of influence. The review focused on adequacy of the EIR's impact analyses, supporting studies and mitigation measures regarding potential impacts/issues affecting the City as a result of planned campus growth over the next 15 years, including City services, traffic, housing supply, and drainage. Dudek assisted the City with drafting a letter of comment on the Draft EIR and reviewing the Final EIR to determine adequacy of responses.
- **385 Sherman Avenue MND.** Dudek staff prepared an IS/MND, which proposed to demolish a one-story office building and redevelop the site with a three-story mixed-use building with two levels of underground parking, four residential units, and approximately 52,000 square feet of office space. The presence of hazardous

materials in the form of a contaminated groundwater plume was a critical issue for the project. Other key issues included tree protection, traffic, and noise exposure for existing residents adjacent to the site.

- **2555 Park Boulevard EIR.** Dudek prepared a focused EIR for this project, which proposed to demolish a building constructed in 1964 and considered potentially eligible for listing on the California Register of Historic Places as an example of mid-century modern office architecture and to redevelop the site with a 24,466-square-foot office building. On-site parking was provided with a single level of below-grade parking using parking machines that allow three vehicles to be stacked in a single parking stall. Key issues included historic resources, hazards, traffic, and parking.

CITY OF ROHNERT PARK ON-CALL ENVIRONMENTAL SERVICES

Client: City of Rohnert Park

References: Jeffrey Beiswenger, Planning Manager; 130 Avram Avenue, Rohnert Park, California 94928; 707.588.2253; jbeiswenger@rpcity.org

Period of Performance: 2010–Present

Since 2010, Dudek has been providing on-call planning and environmental services to the City of Rohnert Park. Since 2018, Dudek's role has transitioned to only providing environmental support services to the City. Dudek's environmental services provided include the preparation of biological and cultural resource reports, air quality and greenhouse gas (GHG) modeling, noise reports, mitigation compliance, and a variety of CEQA documents, including the following:



- **Copeland Creek Trail to Crane Creek Regional Park MND.** Dudek prepared an MND that evaluated construction of a 1.5-mile-long all-access trail connecting Sonoma State University to Crane Creek Regional Park. The trail went through a biologically and culturally sensitive area. Environmental concerns included impacts to Copeland Creek associated with the construction of bridge and evaluating and developing a design to avoid adversely impacting historic and prehistoric resources, including a historic-era rock wall. Dudek's cultural resource experts prepared the cultural resources report and historic evaluation of the rock wall. The project was approved and the MND adopted in 2020.
- **Copeland Creek Trail to Crane Creek Regional Park Permitting and Mitigation Compliance.** Dudek completed all the required mitigation-measure compliance, including conducting rare-plant surveys, preconstruction nesting bird surveys, and roosting bat surveys; conducting preconstruction surveys for burrowing owls (*Athene cunicularia*) and California tiger salamanders (*Ambystoma californiense*); and obtaining the required permits, including a streambed alteration agreement (Section 1602) and a waste discharge requirement. Dudek also coordinated with local mitigation banks to obtain required mitigation credits. Finally, Dudek conducted all the archeological monitoring due to the sensitivity of the site and helped to coordinate with the City, the local tribe, and the county in preparing an interpretive plan for proposed signage to be provided at the trailhead.
- **Holiday Inn Express and Suites MND.** Dudek prepared an MND that evaluated construction and operation of a Holiday Inn Express and Suites. Dudek prepared the biological studies and conducted the air quality and GHG modeling for the project. Environmental concerns included biological resources due to the presence of protected resources, cultural and tribal cultural resources due to proximity to tribal lands, and an increase in vehicle trips. The project was approved and the MND adopted in 2021.

- **Dowdell Industrial Park Project MND.** Dudek prepared an MND that addressed the development of two warehouse buildings and associated improvements. The project site is located within the Santa Rosa Plain Conservation Strategy study area, so concerns included potential impacts to biological resources, a significant increase in GHG emissions, and cultural resources and tribal cultural resources. The project was approved and the MND adopted in 2020.
- **Fairfield Inn and Suites MND.** Dudek prepared an MND for a Fairfield Inn and Suites on an approximately 2-acre site. Dudek prepared the biological studies and conducted the air quality and GHG modeling for the project. Environmental concerns included potential impacts to special-status or protected species, specifically California tiger salamander, burrowing owl, and western pond turtle, which are protected within the Santa Rosa Plain conservation area.

MUNICIPAL BROADBAND PROJECT & ON CALL ENVIRONMENTAL CONSULTING PROJECT

Client: City of San Pablo

Reference: Michele Rodriguez, Development Services Director; 13831 San Pablo Ave, San Pablo, California 94806; 510.215.3031; micheler@sanpabloca.gov

Period of Performance: 2016–2017

Dudek coordinated a records search; Native American Heritage Commission Sacred Lands File search; tribal outreach; and preparation of a constraints study, Archeological Resources Management Report–style technical report and monitoring plan, and IS/MND under CEQA and Section 106 of the National Historic Preservation Act for the entire City of San Pablo. Work included preparation of a regional sensitivity study for known and buried cultural resources by applying weighted geologic, soils, geotechnical, slope, landscape, and previous technical study information. A mitigation strategy was prepared to meet City of San Pablo needs within this area containing numerous sensitive National Register of Historic Places (NRHP)/California Register of Historical Resources-listed archaeological (Nelson Mound sites) and historical resources.

Dudek was recently awarded an on-call environmental consulting contract with the City. This contract is just getting started, but we look forward to working with the City’s planning division.

ADVANCED METERING INFRASTRUCTURE PROJECT

Client: Alameda County Water District and EMA Inc., 4388 S. Grimmer Blvd., Fremont, California 94538

Reference: Mark Gremscheid, Senior Consultant Planner; 2355 Highway 36 West, Suite 200, St. Paul, Minnesota 55113; 651.639.5663; mgermscheid@ema-inc.com

Period of Performance: 2018–2019

As a subconsultant to EMA Inc., Dudek provided environmental services to the Alameda County Water District. Dudek cultural and historic resources staff coordinated a records search; Native American Heritage Commission Sacred Lands File search; tribal outreach; and preparation of a constraints study, report, and monitoring plan for a metering infrastructure project. Additionally, Dudek prepared an IS/MND under CEQA and Section 106 of the National Historic Preservation Act. Our services and deliverables included a 100-square-mile sensitivity model of known and buried cultural resources by applying weighted geologic, soils, geotechnical, slope, landscape, and previous technical study information.



AUGUSTIN BERNAL MOUNTAIN BIKE TRAIL

Client: City of Pleasanton

Reference: Matt Gruber, City Landscape Architect; 200 Old Bernal, Pleasanton, California 94566; 925.931.5672; mgruber@cityofpleasantonca.gov

Period of Performance: 2021–Present

Under contract to the City of Pleasanton, Dudek prepared an MND for the City's plan to construct a mountain bike trail within and adjacent to the Augustin Bernal Community Park. The project includes construction of an approximately 0.7-mile-long (3,700 linear feet) technical mountain bike trail, in part to replace an existing unofficial user-created trail. It also involves decommissioning 4,300 linear feet of other existing unofficial user-created trails. The new trail will consist of an appropriately designed and engineered trail to minimize erosion and user risks and reduce potential pedestrian/bicyclist conflicts on the multi-use trails in the park by encouraging some of the existing downhill mountain bike traffic currently using the multi-use trails to divert to the new trail. Other user-created trails would be decommissioned to minimize potential adverse effects to the vegetation and wildlife in the park.

Dudek prepared biological and cultural resource assessments for the project site; conducted informal consultation with the U.S. Fish and Wildlife Service regarding potential impacts to the Alameda whipsnake (*Masticophis lateralis euryxanthus*), an endangered species; prepared the trail design plans; prepared an IS, MND, mitigation monitoring and reporting program, and public notices; and assisted City staff in circulating the proposed MND for public review. No public or agency comments were received in response to the proposed MND, which was adopted by the city council on February 7, 2023. Dudek is continuing to work with the City to implement biological and cultural resource mitigation measures and manage trail construction.

ALAMO MIXED USE PROJECT MODIFIED IS/15183 CHECKLIST, CITY OF VACAVILLE, CALIFORNIA.

Client: City of Vacaville

Reference: Peyman Behvand, Planning Manager; 650 Merchant Street, Vacaville, California 95688; 707.449.5332; peyman.behvand@cityofvacaville.com

Period of Performance: March 2019–January 2020

Dudek managed preparation of an IS that addressed construction and operation of 73 townhomes in 14 three-story buildings, including a community clubhouse, common recreation area, and more than 40,000 square feet of commercial uses. The project's land use designation and zoning were consistent with the City of Vacaville's General Plan; therefore, the project could prepare a modified IS consistent with Section 15183 of the CEQA Guidelines. The project was approved in 2020.

UNIVERSITY OF CALIFORNIA BERKELEY CLARK KERR BEACH VOLLEYBALL COMPLEX EIR

Client: University of California (UC), Berkeley

Reference: Shraddha Navalli Patil, 300 A & E Building, Berkeley, California 94720; 650.223.3433; shraddha@berkeley.edu

Period of Performance: 2020–Present

Dudek assisted UC Berkeley with an EIR for the Clark Kerr Campus (CKC) Beach Volleyball Complex Project, which is located within NRHP District No. 82000962, California Schools for the Deaf and Blind historic district. The historic district is also considered a City of Berkeley landmark. UC Berkeley proposed to partially demolish CKC Building 21/NRHP California Schools for the Deaf and Blind Building B-11, which is a contributing building to the NRHP historic district. The partial demolition of CKC Building 21 was pursued due to the seismic safety risk posed by the building pursuant to the UC Seismic Safety Policy, as well as certain obligations under the CKC Covenants, which limit the ability of the campus to construct new buildings on the CKC. The subject building has been vacant since at least the late 1970s. To comply with Public Resources Code Section 5024(b) regarding state-owned historical resources, UC Berkeley must consult with the State Historic Preservation Officer on the project. The overall CEQA finding for this project for built environment historical resources was significant and unavoidable. As such, Dudek worked with the client to identify and draft appropriate mitigation measures that would somewhat reduce but would not avoid the significant impact.



UC BERKELEY LEVINE-FRICKE SOFTBALL FIELD, EIR

Client: UC Berkeley

Reference: Shraddha Navalli Patil, 300 A & E Building, Berkeley, California 94720, 650.223.3433, shraddha@berkeley.edu

Period of Performance: 2022–Present

Dudek assisted UC Berkeley with an EIR for the CKC Beach Volleyball Complex Project, which is located within NRHP District No. 82000962, California Schools for the Deaf and Blind historic district. The historic district is also considered a City of Berkeley landmark. UC Berkeley proposed to partially demolish CKC Building 21/NRHP California Schools for the Deaf and Blind Building B-11, which is a contributing building to the NRHP historic district. The partial demolition of CKC Building 21 was pursued due to the seismic safety risk posed by the building pursuant to the UC Seismic Safety Policy, as well as certain obligations under the CKC Covenants, which limit the ability of the campus to construct new buildings on the CKC. The subject building has been vacant since at least the late 1970s. To comply with Public Resources Code Section 5024(b) regarding state-owned historical resources, UC Berkeley must consult with the State Historic Preservation Officer on the project. The overall CEQA finding for this project for built environment historical resources was significant and unavoidable. As such, Dudek worked with the client to identify and draft appropriate mitigation measures that would somewhat reduce but would not avoid the significant impact.



123 INDEPENDENCE REDEVELOPMENT EIR

Client: City of Menlo Park

Reference: Payal Bhagat, Contract Principal Planner; 701 Laurel St, Menlo Park, California 94025; 650.330.6702; pbhagat@menlopark.gov

Period of Performance: November 2020–Present

Dudek prepared an EIR evaluating the redevelopment of an 8-acre site in the City of Menlo Park’s bayfront area. The project would demolish five office and light industrial buildings, totaling 103,983 square feet of building space, and construct a 316-unit apartment building and 116 for-sale townhomes. The project would include 48 apartments and 18 townhomes designated as below-market-rate units. The project is consistent with the



General Plan and zoning designations for the site but would result in more multifamily dwelling units within the bayfront area than were evaluated in the City’s General Plan Update EIR. Dudek’s technical experts prepared studies to evaluate potential effects to air quality/energy consumption/GHG emissions, biological resources, noise, and transportation. The final EIR was published on August 4, 2023.

1005 O’BRIEN/1320 WILLOW LIFE SCIENCES PROJECT EIR

Client: City of Menlo Park

Reference: Chris Turner, Associate Planner; 701 Laurel St, Menlo Park, California 94025; 650.330.6724; crturner@menlopark.gov

Period of Performance: June 2022–Present

Dudek is preparing a focused EIR to evaluate the demolition of two existing office/warehouse buildings and the construction of two research and development buildings and a parking structure on a 4-acre site in the City’s bayfront area. Dudek prepared an IS and NOP documenting that the project would have less-than-significant impacts to most environmental resources. We are currently preparing the EIR, which will address air quality, GHGs, noise, transportation, and population and housing.

Required Statement/Documents

1. To the best of our knowledge, we do not have any actual, apparent, direct or indirect, or potential conflicts of interest that may exist with respect to the consultant, management, or employees relative to the services to be provided under the Agreement.
2. Dudek has the ability and agreement to fulfill the indemnification and insurance requirements contained in the standard contract.
3. Dudek acknowledges that nothing contained in this proposal is proprietary.
4. Dudek acknowledges that all documents submitted to the City in connection with the proposal are subject to the California Public Records Act and may be disclosed without notice.
5. Requested Amendment/Additions to Standard Contract (Attachment A)

Dudek requests to add the following as second paragraph under 8.1 in Attachment A: “Consultant may stop work and/or terminate this Agreement upon 10 days’ written notice to City in the event City is in breach of any provision of this Agreement, and City fails to cure such breach during such 10-day period.”

6. To the Best of Our Knowledge: Dudek Summary of Legal Claims and/or Litigation in Last Seven Years Involving Professional Consulting Services:

Terra Lago Community Association v. Indo Land Ventures, LLC, et al. On November 12, 2015, Terra Lago Community Association sued Indio Land Ventures for alleged construction defects arising out of the construction of a residential development complex located in Indio, California. Dudek was named as one of many cross-defendants for its role in preparing the lake-liner design; the other parties were involved in various construction aspects of the lake. Dudek did not participate in any supervision or other construction management activities. Plaintiff initially demanded \$25,275 to settle the claims against Dudek, and their claims ultimately resolved in full for \$10,000. The parties executed a settlement and release agreement that the Court approved, and the case was dismissed in 2019.

City of Carlsbad vs. Ledcor Construction Inc. On June 13, 2016, the City of Carlsbad filed a civil complaint in California Superior Court, County of San Diego, against Ledcor Construction Inc. Dudek was named as a co-defendant. The project architect, RRM Design Group, was also later named as a defendant. The suit was related to construction of the City’s First Responder Training Center. Dudek served as construction manager for the City on the project. Dudek denied any liability in the matter. The matter has been resolved between the City and Dudek and was dismissed in August 2019.

Elsinore Valley Municipal Water District v. Water Works Engineers, LLC, et al. On November 12, 2021, Elsinore Valley Municipal Water District (the “District”) filed a civil complaint against Water Works Engineers, LLC (WWE) in California Superior Court, County of Riverside, for alleged design defects in a water reclamation facility. The District filed a first amended complaint against WWE on September 26, 2022, for breach of contract and professional negligence. WWE subsequently cross-claimed against the construction firm as well as Dudek (and other firms) for its role as construction manager. Dudek was not involved in the design of the project, denies any liability, and intends to defend itself vigorously.

Contract Terminations Involving Professional Consulting Services:

City of Santa Barbara: In 2019, the City of Santa Barbara terminated a contract with Dudek's Santa Barbara office for Design and Preliminary Environmental Review for the Santa Barbara Police Station Project. Subsequent to that termination, and after contracting with a different Dudek team, Dudek was able to complete work for this project to the City's satisfaction. Further, the City has continued to enter into new contracts with Dudek for projects.

Appendix A

Resumes

Corinne Resha

CONTRACT MANAGER

Corinne (Cori) Resha is a senior project manager and planner with 20 years' experience, specializing in California Environmental Quality Act (CEQA)/National Environmental Policy Act (NEPA) compliance with extensive experience managing CEQA documents, strategizing CEQA compliance solutions, and working in the crossroads of planning and environmental compliance. Ms. Resha brings a unique mix of consulting experience, public agency experience, and legal education to her position, which is evident in her ability to spot potential issues, provide creative solutions for compliance, and manage documents with an eye towards potential litigation. She has successfully managed and coordinated the CEQA processes for a variety of projects throughout California, many of which have involved intense public controversy. Ms. Resha's project experience includes area plans and Specific Plans, General Plans and amendments, commercial and residential developments, energy projects, infrastructure projects, transportation projects, recreation projects, and various other land management projects.



Education

*University of the Pacific,
McGeorge School of Law
Juris Doctor*

*California State University
BA, Environmental
Economics*

Relevant Project Experience

Hollywood Sports Park Project Program EIR, City of Bellflower, California. Cori is managing the preparation of a Program EIR to evaluate the potential environmental effects of the Hollywood Sports Park Project. The Project Site is currently utilized for recreational activities and events that include outdoor paintball, airsoft, soft-pellet tag, and gelburst, set within movie remnants, rock walls, and other settings. The proposed Project includes revising the Land Use Plan in the Land Use Element and amending the Certified 2021-2029 Housing Element, and a Zone Change to allow for future mixed-uses (high-density residential and open space uses) on the Project Site. At this writing, actual mixed-use development and design plans are not being reviewed or considered by the City. Therefore, the Program EIR will evaluate, on a programmatic-level, potential environmental impacts resulting with the proposed GPA and ZC. To quantify potential impacts to the greatest extent possible, a development scenario has been created based on a maximum development density and permitted uses as established by the proposed GPA and ZC. The Notice of Preparation (NOP) for this project was released in March 2024.

Los Robles Cancer Center and Janss Road Project EIR, City of Thousand Oaks, California. Dudek prepared an environmental impact report (EIR) for the proposed Los Robles Comprehensive Cancer Center and the 355 W Janss Road General Plan Amendment and Zone Change Project on behalf of the City of Thousand Oaks. The project would include the rezoning of a residential property to commercial zoning and the construct and operation of a Comprehensive Cancer Center. A general plan amendment and rezone is proposed to allow for future residential development at 355 W Janss Road in Thousand Oaks. Although a separate action, it is statutorily tied to the approvals for the Comprehensive Cancer Center due to compliance with Senate Bill 330 (as recently amended by Senate Bill 8) (collectively the "Housing Crisis Act"). The corresponding residential re-zoning on the Janss Road Site will enable the City to make the required no net loss findings under California's "No Net Loss" statute (California Government Code Section 65863). Cori assisted with project management, particularly related to responses to comments on the Draft EIR and preparing the EIR and project for public hearing. The EIR was certified and the project approved in March 2024.

Creekside Village Specific Plan, County of El Dorado, California. Under Dudek’s on-call planning and environmental review contract with El Dorado County, Cori is providing planning staff support for the processing of entitlements related to the specific plan. Also under this contract, Dudek is preparing the environmental impact report (EIR) for the project. The project includes the Creekside Village Specific Plan, which provides for the development of up to 918 dwelling units, neighborhood commercial uses, parks, open space, and roadway infrastructure.

Gonzaga Ridge Wind Repowering Project Addendum #2 to the EIR, Scout Clean Energy LLC, Pacheco State Park, Merced County, California. Currently managing preparation of Addendum #2 to the EIR for the Gonzaga Ridge Wind Repowering Project, which was certified in 2020. The approved Gonzaga Ridge Wind Repowering Project is a renewable wind energy generation development to be constructed and operated in Pacheco State Park in Merced County, California. An addendum is needed to evaluate potential impacts related to the addition of two new lay-down yards, installation of a temporary water conveyance pipeline, relocation of one turbine, and the reroute of one segment of the transmission line.

Neal Road Recycling and Waste Facility. Butte County, California. As part of an on-call contract to the County Waste Management Division, Cori provided senior review of an initial study (IS) and negative declaration (ND) for an organic waste transloading facility and an IS and mitigated negative declaration (MND) for an expansion of a soil stockpile for County property adjacent to the Neal Road Recycling and Waste Facility.

Station H Substation Project EIR, Sacramento Municipal Utility District. Sacramento, California. As part of an on-call contract to the Sacramento Municipal Utility District (SMUD), Cori managed preparation and certification of an EIR for SMUD’s Station H Substation Project, located on the north side of H Street between 6th Street and 7th Street in downtown Sacramento. The project included decommissioning and removal of outdated equipment on the project site, and replacement of the existing equipment within the outdoor area between the historic Station A building and the Mercy Housing Community to the east with new outdoor substation equipment. The EIR for the project was focused on Tribal Cultural Resources and Cultural Resources. Research of the project site and consultation with local Tribes discovered potential presence of subsurface resources, including artifacts, features, and human remains that would qualify as Tribal cultural resources. Based on extensive consultation with local Tribes, the EIR included mitigation requiring development and implementation of a robust treatment plan, worker awareness and respect training, and memorialization of the Tribal cultural values of the project area through public education and awareness.

Cordova Park Underground Cable Replacement Project EIR, Sacramento Municipal Utility District. Rancho Cordova, California. As part of an on-call contract to the Sacramento Municipal Utility District (SMUD), Cori managed preparation and certification of an environmental impact report (EIR) for the installation of approximately 0.6 miles of 12 kilovolt (kV) underground cable, approximately 1.12 miles of 69kV underground cable, and up to 13 new utility vaults in the City of Rancho Cordova, near the location of existing 12kV and 69kV underground cables that are approaching the end of their operational lives. The key issues for this project were biological resources, cultural resources, and tribal cultural resources. During preparation of the EIR, the proposed alignment was surveyed by forensic canines, with changes made to the proposed alignment based on the findings of the canine surveys.

City of Elk Grove Housing Element and Safety Element Update Subsequent EIR, City of Elk Grove, California. As part of an on-call contract to the City of Elk Grove, managed the preparation and adoption of the Subsequent Environmental Impact Report for the City of Elk Grove Housing Element and Safety Element Update. This project involved an update the City’s Housing Element, amendment of the General Plan land use designations and zoning designations for up to 43 sites in the City, and amendment the General Plan to update the Safety Element. The impact discussions in the SEIR included a summary of the relevant impact analysis and conclusion provided in the General

Plan EIR and determined whether the project would result in a new significant effect or more severe impact than what was identified in the General Plan EIR pursuant to State CEQA Guidelines 15162.

59th Street Corporation Yard Demolition and Remediation Project IS/MND, Sacramento Municipal Utility District, Sacramento, California. As part of an on-call contract to the Sacramento Municipal Utility District (SMUD), managed preparation and adoption of an IS/MND for installation of a full-scale soil vapor extraction (SVE) system to remediate volatile organic compound (VOC)-impacted soil gas, and excavation and disposal of contaminated soil at SMUD's corporation yard on 59th Street in east Sacramento. To access the contaminated soil, multiple buildings would require demolition. The project would include building demolition, installation and operation of the SVE system, and excavation and disposal of contaminated soil. All remediation activities would require approval from the California Department of Toxic Substances Control (DTSC) prior to implementation, to ensure protection of human health and the environment. SMUD is proposing to remediate the site to appropriate risk and exposure levels as determined by DTSC.

Daniel Hoffman

PROJECT MANAGER

Daniel Hoffman is a California Environmental Quality Act/National Environmental Policy Act (CEQA/NEPA) project manager and planner with over 7 years' professional experience specializing in CEQA/NEPA compliance, planning and permitting, and construction management.

Mr. Hoffman has worked as an environmental planner and contract city planner for several municipalities throughout Northern California such as the Cities of Martinez, San Pablo, Vallejo, and Watsonville and Counties of Santa Clara and Sonoma. Mr. Hoffman has produced defensible CEQA documents, implemented and navigated regulatory permitting processes, and prepared and presented staff reports in public hearings.

Relevant Project Experience

University of California (UC) Berkeley Softball Field EIR, Berkeley, California.

Served as deputy project manager and environmental planner for an intercollegiate athletic softball field project that includes the renovation of a softball field, fan concourse, team facilities, lighting, and scoreboard. Primary tasks involved project management and environmental analysis.

UC Berkeley Clark Kerr Campus Beach Volleyball EIR, Berkeley, California. Served as environmental planner for an Intercollegiate Athletic beach volleyball facility project involving the construction of new beach volleyball courts, lighting, scoreboard, spectator area, and supporting team and locker rooms. Primary task involved drafting multiple sections of the project CEQA EIR.

San Francisco Fell Street DMV Field Office Initial Study, San Francisco, California. Served as project manager and environmental planner for the California Department of General Services (DGS) DMV field office reconstruction project that involves the replacement of a current San Francisco DMV field office with a larger building. Primary tasks involved project management and environmental analysis.

655 4th Street Initial Study-Community Plan Evaluation, Tishman Speyer, San Francisco, California. Served as deputy project manager and environmental planner for a project involving the development of a podium building with two towers, approximately 400 feet tall, containing approximately 1,129,650 square feet of residential area and 9,745 square feet of ground-floor retail use. Primary tasks include project management and environmental analysis by drafting the Initial Study (IS).

Santa Clara County Rural Zoning Ordinance Amendments EIR, Santa Clara County, California. Served as environmental planner for zoning ordinance amendments project intended to simplify and streamline permit processes, preserve rural areas, and further the County's General Plan goals for continued agricultural viability. Primary task involved drafting multiple sections of the project CEQA EIR.



Education

*Whitman College
BA, Environmental
Studies/Economics*

Professional Affiliations

*Association of
Environmental
Professionals, American
Planning Association*

Graham Hill Water Treatment Plant Facility Improvement Project EIR, City of Santa Cruz, California. Served as deputy project manager and environmental planner for a project to replace existing water treatment processes at the Graham Hill Water Treatment Plant and associated infrastructure with modern facilities. Primary tasks involved project management and environmental analysis by drafting multiple sections of the EIR.

Santa Cruz Water Rights Project EIR, City of Santa Cruz, California. Served as environmental planner for a water rights modification project that would modify water rights to expand authorized place of uses, better utilize existing diversions, and extend the City's timeline to put water to full beneficial use and provide for underground storage to address further constraints on the City's limited surface water supply caused by instream flow requirements. Primary task involved the preparation and maintenance of the project's administrative record.

123 Independence Drive EIR, City of Menlo Park, California. Served as environmental planner for a residential development project that involved construction of 116 for-sale townhomes and 316 rental apartments, along with associated parking and landscaping, on an 8.15-acre parcel. Primary tasks involved environmental analysis by drafting multiple sections of the CEQA EIR and performing on-site ambient noise measurements.

City of Concord Housing Element Update, Concord, California. Served as lead environmental planner for the City of Concord's General Plan housing element update project that is intended to address the comprehensive housing needs of the city. Primary tasks included environmental analysis by drafting multiple sections for the project CEQA Initial Study and mapping research to conduct the project's required Affirmatively Furthering Fair Housing analysis.

Environmental Review, City of Rohnert Park, California. Served as lead environmental planner and deputy project manager for various development projects within the City of Rohnert Park. Primary tasks involved project management and environmental analysis by drafting project-level review. Projects included residential and commercial uses.

Environmental Review for City of Santa Cruz, Santa Cruz, California. Served as environmental planner for various development projects within the City of Santa Cruz. Primary task involved environmental analysis by drafting project-level review checklists for compliance with the city's General Plan EIR. Projects included residential, commercial, and assisted living facility uses.

City of San Pablo Contract Planning, MIG Inc., San Pablo, California. Served as contract planner for the City of San Pablo's Planning Department. Provided staff support to the City of San Pablo by providing project management, staff report preparation, general plan and zoning analysis, and customer service. Presented to the City's Planning Commission and helped author the City's revised Accessory Dwelling Unit ordinance.

City of Martinez Contract Planning, MIG Inc., Martinez, California. Served as contract planner for the City of Martinez' Planning Department. Provided staff support to the City of Martinez by providing project management, staff report preparation, general plan and zoning analysis, and customer service.

Sonoma County Cannabis Program CEQA Analysis and Local Permitting, MIG Inc., Sonoma County, California. Served as environmental planner and contract county planner for Permit Sonoma. The program was established in 2015 to locally permit cannabis cultivation, manufacturing, and dispensing operations throughout Sonoma County. Tasks included generating a template IS/MND for the client's internal use as well as working with applicants and operators to zoning compliance and Use Permit issuance.

Katherine Waugh

PROJECT MANAGER

Katherine Waugh is a senior planner with 24 years' experience with California Environmental Quality Act (CEQA) statutory requirements, current planning methods, and environmental documentation procedures. She prepares CEQA documents for a wide range of public and private projects, managing projects effectively and maintaining momentum to meet schedule and budget requirements. Ms. Waugh applies planning and environmental laws and regulations practically and with an attention to detail, allowing her to quickly identify and resolve critical planning and environmental issues.

Relevant Project Experience

123 Independence Drive Residential Development, City of Menlo Park, California. Project manager for the preparation of an environmental impact report (EIR) evaluating a project that will demolish five existing office/industrial buildings and construct a 316-unit apartment building and 116 townhomes on an approximately 8-acre project site in the bayfront area of the City of Menlo Park.

1005 O'Brien Drive/1320 Willow Road Research and Development Project, City of Menlo Park, California. Project manager for a detailed initial study (IS) and focused EIR evaluating the demolition of existing research and development buildings and the construction of two new research and development buildings, structured parking, and publicly accessible open space on an approximately 4-acre site.

Augustin Bernal Mountain Bike Trail, City of Pleasanton, California. Project manager for the preparation of an IS and Mitigated Negative Declaration evaluating construction of a single-track downhill mountain bike trail within an existing community park to replace segments of user-created trails that exhibit erosion and rutting and contain substandard trail features. The City's goal is to create a properly engineered and constructed trail that can be used by riders with a wide range of abilities and decommission user-created trails to reduce adverse environmental effects caused by those trails.

Northstar California Biomass Energy Plant, Northstar Community Services District, Northstar California Resort, California. Project manager for Dudek's preparation of an IS/MND development of a biomass energy plant, which would be connected to approximately 13 buildings and facilities within and adjacent to Northstar Village to provide heating and reduce annual natural gas consumption. Critical project issues include air quality and aesthetics.

Willow Tree Permanent Supportive Housing, County of Los Angeles Department of Health Services, California. Project manager for the preparation of a Notice of Exemption (NOE) for a project to convert an interim housing facility into a permanent supportive housing facility to serve persons experiencing homelessness or at risk of homelessness.



Education

University of California,
Davis
BS, Environmental Policy
Analysis and Planning,
1997

Professional Affiliations

American Planning
Association
Association of
Environmental
Professionals

PG&E Sacramento Street Renovation Project, City of Auburn, California. Project manager for Dudek's peer review of technical studies, an IS/MND, and a mitigation monitoring and reporting program drafted by the project applicant's consultants for PG&E's proposed renovations to their storage and operations yard located in the City of Auburn. The project includes interior renovations to one building, the demolition of several storage buildings, the construction of a single warehouse, and associated hardscape and landscape updates.

Mitchell Farms Subdivision, City of Citrus Heights, California. Project manager for an EIR prepared by Dudek for the Mitchell Farms subdivision in the City of Citrus Heights. The project will construct 261 single-family residential units located on approximately 32 acres and an open space parcel of 23 acres that encompasses the on-site tributary to Arcade Creek. The project will redevelop an existing nine-hole public golf course and disc golf course proximate to the Citrus Town Center. Key project issues addressed in the EIR include compatibility with surrounding residential development, traffic, protection of the on-site creek, loss of oak woodland habitat, noise, and loss of recreational resources. The EIR was certified, and the project was approved, in August 2018. The project is currently in construction as of July 2022.

Carson Creek Specific Plan Amendment, County of El Dorado, California. Project manager for the preparation of an EIR addendum that evaluated replacing previously planned industrial land uses with a medium-density, age-restricted residential community in the southern portion of the El Dorado Hills community. The EIR addendum focused on whether the change in land uses—or any changes in existing conditions and regulatory requirements since certification of the original Carson Creek Specific Plan EIR—would result in any new or more severe environmental effects relative to the impacts identified in the EIR.

Dorsey Marketplace Mixed-Use Lifestyle Center, City of Grass Valley, California. Project manager for Dudek's preparation of an EIR for the Dorsey Marketplace project in the City of Grass Valley. The EIR evaluated two project alternatives at an equal level of detail. Alternative A includes 178,960 square feet of commercial space and 90 multifamily dwelling units. Alternative B includes 104,350 square feet of commercial space; 8,500 square feet of office space; and 172 multifamily dwelling units. A key issue for the project was the ability of the proposed commercial space to capture a portion of the region's retail sales leakage without adversely affecting existing businesses in the Downtown Business District. Other key issues included traffic, aesthetics, and remediation of hazardous soil conditions due to the prior mining use of the site.

Expansion at Avenidas, City of Palo Alto, California. Project manager for the preparation of an IS/MND evaluating the expansion of an existing senior community center. A key issue was the historical status of the building and ensuring compliance with the Secretary of the Interior's Standards to verify that the proposed expansion would not impair the historic significance of the building.

3877 El Camino Mixed-Use Project, City of Palo Alto, California. Project manager for an IS/MND evaluating the demolition of an existing one-story commercial building; the construction of a three-story, mixed-use building (including ground-floor retail, second-floor commercial/office space, and two dwelling units); and the construction of 15 additional townhomes in three buildings, with one level of underground parking. Worked with Dudek's historian to prepare a historic resource evaluation and peer-reviewed other technical reports.

City Hall and Medical Office Building, City of Citrus Heights, California. Project manager for the preparation of a detailed IS and focused EIR to evaluate the proposed demolition of the existing city hall, the construction of a medical office building on the current city hall site, and the construction of a new city hall at a new site. Key issues included traffic, hazards and hazardous materials, noise, aesthetics, and land use compatibility. Participated in a series of public outreach meetings to solicit community feedback on project design and environmental impact analysis.

Brian Grattidge

PROJECT MANAGER

Brian Grattidge is an environmental land use planner with over 28 years of experience. As a consultant, Mr. Grattidge has worked extensively in the areas of California Environmental Quality Act (CEQA) and National Environmental Protection Act (NEPA) compliance as a senior project manager. His project experience includes a wide range of infrastructure, residential, commercial, and industrial projects. He has assisted clients with infrastructure projects, airport compatibility planning, development review, environmental permitting, specialized planning studies, and project management. Prior to his consulting work, Mr. Grattidge was a member of the Governor's Office of Planning and Research, where he prepared the 2003 update of the General Plan Guidelines, assisted with the 2003 CEQA Guideline Amendments, contributed to the 2003 draft Environmental Goals and Policy Report, provided CEQA support and technical training, and coordinated state review of environmental documents. Prior to his appointment to the Governor's Office of Planning and Research, Mr. Grattidge was a planner at the City of Woodland.



Education

*University of California,
Davis*

MA, Political Science

*BA, International
Relations*

Professional Affiliations

*Instructor, University of
California at San Diego
Extended Learning*

Relevant Project Experience

Collins Drive Subdivision, City of Auburn, California. As part of an on-call planning contract, managed the entitlement application for a 65-unit subdivision to be annexed by City of Auburn. Prepared and presented staff recommendations to the Planning Commission and City Council, prepared the LAFCO application, and managed the preparation of a Mitigated Negative Declaration. Key issues included access, impacts to oak trees, and operation of two existing cellular towers.

City of Vacaville Circulation Element Update, Climate Action Plan, and EIR. Vacaville, California Managed the update of the City's General Plan Circulation Element to incorporate the vehicle miles traveled metric (VMT) and an update of the City's Climate Action Plan to reflect current conditions, revised VMT forecasts, and post-2020 greenhouse gas reduction goals established by the State of California. The EIR was a supplement to the General Plan EIR, focused on transportation and greenhouse gas emission impacts.

City of Lincoln SUD-B Northeast Quadrant Specific Plan EIR, Lincoln, California. As part of Dudek's On-Call Professional Planning Services contract with the City of Lincoln, we prepared the Environmental Impact Report for the SUD-B Northeast Quadrant Specific Plan. The proposed project is a 430-unit residential development that includes neighborhood parks, open space, and 69.7 acres of commercial uses along with associated infrastructure on an approximately 198.4-acre site within the City of Lincoln's Sphere of Influence. A portion of the project site is within the Lincoln Airport Influence Area, and consistency with the Placer County Airport Land Use Compatibility Plan was required for the project. Annexation into the City was also requested by the project applicant. Environmental concerns addressed in the EIR included biological resources, hydrology, noise, traffic, public services, and adequate water supply.

Dollar General EIR, El Dorado County, California. As part of an on-call planning contract, managed the preparation of an EIR for a proposed Dollar General retail store in the unincorporated community of Cool, California. The project has previously been analyzed in an MND. Over concerns relating to transportation, public services, and urban decay, the Board of Supervisors directed that an EIR be prepared. The EIR addressed these issues, in addition to air quality, biological resources, and cultural resources. The EIR was certified by the Board of Supervisors.

Advanced Meter Infrastructure, Alameda County Water District, California. Prepared a Mitigated Negative Declaration for the District's proposed Advanced Meter Infrastructure (AMI) project. The project includes upgrading all manual water meters and construction of data collection sites. Addressing biological and cultural resources issues across multiple sites within the district was a key issue. The proposed project funding includes the Clean Water Act State Revolving Fund (SRF), administered by the SWRCB. Mr. Grattidge managed the environmental compliance process for the SRF funding, known as "CEQA Plus," which requires that the local agency demonstrate compliance with all applicable federal environmental regulations (including the Federal Endangered Species Act, the Clean Water Act, the Clean Air Act, and Section 106 of the National Historic Preservation Act).

Advanced Meter Infrastructure, San Jose Water Company, California. Prepared a Preliminary Environmental Assessment (PEA) for the upgrading of manual meters and construction of 16 data collection sites (base stations) on SJW property. The PEA considers the potential environmental effects of construction and operation of the system, consistent with California Public Utilities Commission requirements.

California State University, Chico (CSU, Chico), Master Plan Update EIR, Chico, California. Mr. Grattidge managed the preparation of an EIR for the 2030 Update to CSU, Chico's Master Plan. The Master Plan Update provides for the university's growth over the next ten years at the main campus and the University Farm. The EIR considers emerging issues such as the use of vehicle miles travelled (VMT) as a standard for transportation impacts, and implementation of the greenhouse gas reduction goals established by the CSU system and the Chico campus. Key issues include historic resources, utilities and infrastructure, and biological resources. The EIR was certified by the CSU Board of Trustees in November 2020.

University of California, Davis, On-Call Environmental Services, Davis, California. Managed technical studies and CEQA compliance for several campus building and infrastructure projects, including the La Rue Bridge Replacement Project (Local Assistance project), the Webster Hall Replacement Project, the Tercero Dining Commons Project, the Orchard Park Demolition Project, the CORE 2 Greenhouses Project, the Emerson Hall Replacement Project, and the Arboretum Waterway Restoration Project.

Sonoma State University, Sonoma County, California. Managed the environmental studies as part of the due diligence process for acquisition of natural preserves in Sonoma County. Currently assisting the University with CEQA compliance and environmental permitting for improvements to the visitor facilities at the Fairfield Osborne Preserve.

Ukiah Costco, City of Ukiah, California. Managed the preparation of an EIR for a proposed Costco Wholesale Warehouse in the City of Ukiah. The proposed project consists of a 148,000 square foot store located on a 15.33 acre site near Highway 101, and includes a 16 pump fuel station. Environmental issues addressed in the EIR include traffic, air quality, greenhouse gas emissions, aesthetics, stormwater runoff, energy usage, "urban heat island" effects, and urban decay. Mr. Grattidge also prepared a Supplemental EIR to address energy usage.

Dennis Pascua

TRANSPORTATION PLANNER

Dennis Pascua is a senior transportation planner and Dudek's transportation services manager with 31 years' experience in transportation planning/engineering throughout California. Mr. Pascua has successfully managed a variety of projects for local agencies and private developers, including traffic and circulation impact analyses and parking demand studies in both highly urbanized and rural areas. He is highly experienced with California Environmental Quality Act/National Environmental Policy Act and transportation topics and policies surrounding vehicle miles traveled, active transportation, and Complete Streets. Mr. Pascua also offers an international perspective, having managed transportation planning projects in the Philippines, Japan, and the United Arab Emirates.

Relevant Project Experience

Byron Airport Development Program EIR, Contra Costa County, California.

Managed the team that prepared the transportation impact analysis and EIR transportation section for the implementation of the warehousing, industrial, general commercial, and office land uses proposed as part of the Byron Airport Development Project. The TIA included VMT for CEQA and the LOS metric for General Plan consistency requirements. To mitigate project's significant VMT impact, prepared a detailed discussion of strategies from Contra Costa County's Transportation Demand Management Ordinance Guide and the California Air Pollution Control Officers Association that would be most effective in areas like the community of Byron and are appropriate for the project to avoid or reduce the significant impact. VMT reductions for each strategy (using the applicable range of effectiveness) were applied to the project per California Air Pollution Control Officers Association's calculations and selected measures were included as mitigation measures to reduce project's VMT impact.

Former Dixon High School Modernization Project, Dixon, California. Managed the team that prepared the traffic assessment for a new middle school, on the former Dixon High School campus, in the Dixon Unified School District. The proposed project will modernize the existing old Dixon High School campus and repurpose the site as a 750-student middle school, serving grades 6 through 8. No significant growth in new students are anticipated to occur under the proposed project. Instead, all 219 6th grade students from existing elementary schools in the District (Anderson, Gretchen Higgins, and Tremont Elementary Schools), and all 535 7th and 8th grade students from the existing C.A. Jacobs Middle School, would be re-distributed to the new Dixon Middle School, for a total of 754 students. The proposed project is located within residential zoning, and is bordered by Anderson Elementary School to the north, single-family homes to the west and south, and farmland to the east. The traffic assessment analyzed the traffic impacts from the diversion of students from the existing schools within Dixon, to the proposed new middle school; as well as, proposed traffic demand management measures proposed by the District (i.e., staggered school start times, and specified student loading areas).



Education

*University of California,
Irvine
BA, Social Ecology
(Environmental Analysis
and Design)*

Professional Affiliations

*Institute of Transportation
Engineers
Association of
Environmental
Professionals
American Planning
Association*

City of Carson On-Call Environmental Analysis Services, Carson, California. Managed and prepared transportation and parking analyses, and peer reviewed transportation studies for various projects in the City under an on-call contract. Coordinated with the City's Planning and Public Works Departments, and Caltrans District 7, on analyses and peer reviews. Attended Planning Commission and City Council Hearings to support the transportation studies on behalf of the City.

LADWP On-Call Environmental Services, Los Angeles, California. Managed the in-house team that prepared TIAs for the following projects prepared under an on-call contract with the LADWP, the nation's largest municipal utility. The TIAs prepared, or currently being prepared, involve the analysis of construction-related traffic and potential lane closures on major public thoroughfares. Construction mitigation measures include the preparation of a Construction Traffic Management Plan that includes traffic control plans for roadway construction, and transportation demand management for construction worker traffic.

Hunter Residential Subdivision, St. Helena, California. Managed the team that prepared the traffic impact analysis (TIA) for a 101 residential dwelling-unit (DU) development, located on a 16.9-acre vacant site within the City of St. Helena, along the eastern terminus of Adams Street and along the northern terminus of Starr Avenue. The proposed project includes a residential subdivision tentative map consisting of 51 single-family residences, 25 work force income-restricted multifamily units, and 25 accessory (granny) dwelling units (ADUs) for a total of 101 dwelling units. Currently, the project site is located without access to roadways; however, as part of the project Adams Street and Starr Avenue would be extended to serve the site. Primary access to the project site would be provided via the eastern extension of Adams Street, as well as the northern extension of Starr Avenue. The TIA contained both, a vehicles miles traveled (VMT) and level of service (LOS) analysis prepared consistent with CEQA and City requirements.

Bellevue Ranch 7 Residential Development, Santa Rosa, California. Managed the team that prepared the focused traffic analysis for a new residential development in the City of Santa Rosa. The proposed project would include the demolition of an existing single-family residence and development of 30 single-family homes with up to seven accessory dwelling units on the 5.75-acre project site. Access to the project would be via Dutton Meadow. The proposed project would also include construction of new roadways including Vintana Drive, Common Way, Countryside Lane, and Crosswinds Way. The focused traffic analysis assessed vehicular sight distance related to new roadways and intersections proposed by the project, as well as, alternative emergency access designs proposed on project streets (e.g., turnarounds, hammerheads, etc.).

123 Independence Drive Residential Project, Menlo Park, California. Managed the team that prepared the Transportation Impact Analysis (TIA). The project would include demolition of five existing office and industrial buildings, and the construction of 116 townhomes and 316 rental apartments, for a total of 432 dwelling units. The TIA included the assessment of 15 study intersections within the Cities of Menlo Park and East Palo Alto and included Caltrans ramp intersections. These facilities were analyzed under the Existing, Near-Term (2025), Near-Term (2025) plus Project, Cumulative (2040), and Cumulative (2040) plus Project conditions. On-site and nearby intersections were analyzed for the potential impacts to an adjacent existing charter school, and a comprehensive vehicle miles traveled (VMT) analysis was conducted using the City's travel demand model which is a sub-regional model of the Bay Area Metropolitan Transportation Commission (MTC) travel demand model.

EID Wastewater Collections Operations Facility Relocation, El Dorado County, California. Managed the team the prepared the transportation impact study (TIS) for a wastewater facility relocation project. The El Dorado Irrigation District (EID) is proposing to relocate their existing Bass Lake wastewater collection operation and maintenance facility to EID's existing El Dorado Hills Wastewater Treatment Plant. The proposed project includes expansion of the existing facilities including new office buildings, maintenance and materials storage buildings, resurfacing areas for vehicle circulation and parking, operations support materials and equipment staging areas. The TIS focused on the cumulative traffic impacts forecast along Latrobe Road and White Rock Road.

Mladen Popovic, AICP

TRANSPORTATION PLANNER

Mladen Popovic (*MLAH-den PAH-puh-vitch; he/him*) is a transportation planner with 8 years' experience focusing on transportation impacts for a wide variety of projects. Mr. Popovic has an educational background in planning and experience working within traffic impact analysis procedures, including vehicle miles traveled (VMT) analysis, data collection, cumulative project development, trip generation calculations, level of service (LOS) analysis for intersections and roadway segments, signal warrant analysis, construction traffic, internal circulation and access evaluation, and vehicle turning analysis. He has utilized various types of transportation and design software including Synchro, Traffix, PTV Vistro/Vissim, AutoCAD, AutoTurn, and ArcGIS.

Relevant Project Experience

Byron Airport Development Program Traffic Impact Analysis and EIR, County of Contra Costa, California. Assisted with the traffic impact analysis for a development program that involved rezoning the Byron Airport property and associated General Plan policies intended to provide a streamlined planning framework for future development. The analysis included a detailed weekday analysis, VMT analysis, and horizon year analysis.

University of California Berkeley Softball Field EIR, Berkeley, California. Led the transportation analysis for an intercollegiate athletic softball field project that includes the renovation of a softball field, fan concourse, team facilities, lighting, and scoreboard. Primary tasks involved project coordination, construction analysis, and preparation of the transportation section of the EIR.

St. Joseph's Medical Center Hospital Expansion Project Traffic Impact Analysis and EIR, CommonSpirit Health, City of Stockton, California. Led the traffic impact analysis and transportation section of the EIR to evaluate a master development plan for the buildout of the medical campus. The project proposes the removal of existing buildings to accommodate a new Acute Care Hospital Tower, a multistory parking garage, a central utility plant, a maintenance building, and a fuel tank yard. The EIR was released and approved in 2023.

1101-1123 Sutter Street Project EIR, Martin Building Company, San Francisco, California. Led the transportation analysis for a focused EIR for the rehabilitation of an existing three-story building and removal of the adjacent building to construct a new 14-story building. Together, the rehabilitated building and the new building would provide 221 residential units (including 44 very-low-income housing units), commercial and childcare uses, and parking. The primary issue of concern was the removal of a historically significant building and the reuse and rehabilitation of the adjacent historically significant building. The project was approved and the EIR certified in early 2022.



Education

*University of California,
Santa Barbara
BA (with Honors),
Geographic Information
Systems*

*BA (with Honors),
Environmental Studies*

*University of California,
Irvine*

*Masters, Urban and
Regional Planning*

Certifications

*American Institute of
Certified Planners (AICP),
No. 31419*

Professional Affiliations

*American Planning
Association*

*Institute of Transportation
Engineers*

123 Independence Drive Traffic Impact Analysis and EIR, City of Menlo Park, California. Led the traffic impact analysis and transportation section of the EIR for a residential development project that involved construction of 116 for-sale townhomes and 316 rental apartments, along with associated parking and landscaping, on an 8.15-acre parcel. The analysis included a detailed LOS analysis, VMT analysis, and horizon year analysis.

San Francisco Fell Street Department of Motor Vehicles Field Office Initial Study, California Department of General Services, San Francisco, California. Worked on the traffic analysis including technical memoranda and associated environmental documents for the California Department of General Services Department of Motor Vehicles field office reconstruction project that involves the replacement of a current San Francisco Department of Motor Vehicles field office with a larger building. Primary tasks included data collection, LOS analysis, queuing analysis, and analysis of transit.

Diamond Springs Community Park Transportation Impact Study and EIR, El Dorado County, California. Led the traffic impact analysis and transportation section of the environmental impact report (EIR) to evaluate a recreational park development. The project includes various outdoor amenities and resources for the local community. Traffic analysis focused on site access, vehicular queuing, LOS analysis, VMT analysis, and pedestrian/bicycle safety. The EIR was released and approved in 2023.

Former Dixon High School Modernization, City of Dixon, California. Led analysis that dictated the re-opening of the former site of Dixon High School into a 750-student middle school. Since the former high school was abandoned, all incoming middle school students in the Dixon Unified School District, as well as the existing middle school, were re-allocated to the project site. This required a detailed analysis of students' trip origin points, key arterial roadways that facilitate vehicular trips within the City of Dixon, and the railroad tracks that separate the City into two halves. Additionally, vehicular queuing at the 95th percentile, project site access, and pedestrian and bicycle safety were evaluated as part of the traffic impact analysis.

Hunter Subdivision Project EIR, City of St. Helena, California. Led the traffic impact analysis and transportation section for the EIR for a proposed residential project on an approximately 17-acre parcel located near downtown St. Helena. The project includes 51 single-family homes, 25 multifamily units, and up to 25 accessory dwelling units. The analysis included a detailed weekday, Saturday intersection LOS analysis, VMT analysis, and horizon year analysis. The project is very controversial and the City of St. Helena anticipates a legal challenge to the EIR. The EIR was released for public review in 2021.

Stony Point Flats Project Technical Studies and CEQA Document, Santa Rosa, California. Prepared the transportation technical memorandum and transportation analysis in support of the preparation of an addendum to the 2016 Roseland Area/Sebastopol Road Specific Plan EIR for the Stony Point Flats project. The 50-dwelling-unit affordable apartment community consists of three buildings on a mostly vacant lot in the Roseland area of Santa Rosa. Major transportation issues addressed included vehicular circulation, emergency access, site access, and vehicular queuing. An appeal to approval of the addendum was upheld by the City Council in November 2021.

B.F. Sisk Dam Safety Modification Project EIR, California Department of Water Resources, Merced County, California. Led the transportation analysis for the proposed dam crest raise and seismic retrofit project. Primary tasks involved project coordination, construction analysis, and preparation of the transportation section of the EIR. The project would result in nearly 1,900 acres of ground disturbance, and modification to the dam would require up to 5 million cubic yards of earth material sources from on-site quarries. The project is a joint effort of the U.S. Bureau of Reclamation and Department of Water Resources. A supplemental EIR was required to evaluate substantial changes in the project that had occurred since a previous document was prepared in 2019 and address modifications to mitigation measures. The document was certified in 2021.

William Burns, RPA

PROJECT ARCHAEOLOGIST

William Burns (*WILL-ee-em BURNS; he/him*) is an archaeologist with 20 years' experience in cultural resource management. Mr. Burns is highly knowledgeable about the California Environmental Quality Act, the National Environmental Policy Act, the Native American Graves Protection and Repatriation Act, and the National Historic Preservation Act, particularly the Section 106 process. He evaluates buildings and districts for archaeological sensitivity and possible inclusion on the National Register of Historic Places. Mr. Burns assesses project and building plans for archaeological sensitivity and reviews archaeological reports on the state government regulatory end of the process.

Mr. Burns possesses expertise about pre-contact archaeological sites, paleocoastline reconstruction, and artifact identification and analysis. He applies this expertise to archaeological report writing and editing for Section 106 projects. He also serves on field crews and as a supervisor on archaeological projects, overseeing surveys, site examinations, data recoveries, and artifact database creation and maintenance. For precise site mapping, Mr. Burns uses GPS devices, primarily Trimble GEO XH, ArcGIS, and Maptitude.

Relevant Project Experience

Vista Woods Apartments Project, Contra Costa County, California Project consisted of the construction of a new housing development at the outskirts of the City of Pinole. Construction required excavation in areas of high archaeological sensitivity. Provided environmental awareness training and full-time archaeological monitoring for the duration of the project.

Pacifica Gas & Electric Vegetation Management, multiple projects, San Joaquin, Amador, Stanislaus, Calaveras, Tuolumne, Mariposa, Madera, Fresno Counties, California. Conducted background research, performed survey, organized and coordinated cultural monitors with clients and lead agencies, and authored reports for over 300 vegetation management projects for clearing areas around at-risk electrical transmission lines. Projects are within numerous federal and state jurisdictions including but not limited to, US Forest Service, National Park Service, Bureau of Reclamation, Bureau of Land Management, and California State Parks. Specifically for the US Forest Service, National Forests conducting archaeological work include El Dorado National Forest, Los Padres National Forest, Sequoia National Forest, Sierra National Forest, and Stanislaus National Forest.

University of California Berkeley Clark Kerr Campus Beach Volleyball Courts Project, Berkeley, California. Performed pedestrian survey and prepared environmental impact report for university redevelopment project in archaeologically sensitive areas.



Education

University of York
MS, Coastal and Marine
Archaeology, 2010,
University of
Massachusetts at
Amherst
BA, Anthropology
(Mathematics minor),
2004

Certifications

Register of Professional
Archaeologists (RPA)
Divemaster (National
Association of Underwater
Instructors)
Occupational Safety and
Health Administration
(OSHA) HAZWOPER
(40-hour)
Basic First Aid/BBP
(American Heart
Association)
Adult CPR/AED (American
Heart Association)

Byron Airport Improvements Project, Contra Costa County, California. Performed cultural survey for airport improvements project in undeveloped land. Survey resulted in the identification of a number of historic era resources related to ranching in the region.

Alameda County Advanced Meter Infrastructure Project, Alameda County, California. The project proposed to upgrade existing traditional water meter reading systems within its service area with an Advanced Metering Infrastructure system across 84,200 existing meters for the Alameda County Water District. As project archaeologist, performed the records search and reviewed and summarized the data of the approximately 41,000-acre project area. Reviewed geomorphological data for the project site and developed a sensitivity model and monitoring plan for the project.

Advanced Meter Infrastructure Project, Santa Clara County, California. Served as project archaeologist on this countywide project to upgrade metering systems for the San Jose Water Company at 16 locations. Tasks included conducting the records search, performing a survey at each of the 16 sites, and preparing the cultural resources report. Two historic structures were identified during the study and evaluated for impacts.

B.F. Sisk Dam Safety of Dams Project, California Department of Water Resources, Merced County, California. The B.F. Sisk Dam Safety of Dams Project consisted of repairs and maintenance of the historic dam. The vicinity around the dam contained many historic features of the dam's construction, as well as prehistoric sites including reported burials. Performed the cultural survey documenting these resources, conducted records search, and prepared cultural resources report.

CSU Maritime Academy, Vallejo, California. Conducted records search, performed pedestrian survey, and prepared campus-wide cultural resources archaeological sensitivity report. Additional tasks included performing cultural resources assessment under CEQA for road improvements, academy building changes, and hillside stabilizations. Additionally, the dredging of a large dock basin for academy training ship required an archaeological assessment and biological survey at a sample of transects both in the basin and in the surrounding shoreline vicinity. SCUBA surveys were used attempting to locate both archaeological and biological resources.

Santa Cruz Wharf Expansion Project, City of Santa Cruz, California. Project involved restoration of a historical municipal wharf. As project archaeologist, investigated the potential for submerged resources through magnetometer and sub-bottom profiler surveys and analyzed the results for potential resources. Then conducted reconnaissance underwater SCUBA surveys on these potential resource locations to further investigate. All methods and results were drafted in a technical report.

Delta Dams Burrow Remediation Project, California Department of Water Resources, Alameda and Contra Costa Counties, California. Project consisted of maintenance conducted at three separate reservoirs to repair damage cause by rodent burrowing. As project archaeologist, performed the cultural survey at each location, conducted records searches, and prepared the cultural resources report.

California High-Speed Rail Project, Construction Package 2-3, Fresno to Bakersfield, Dragados/Flatiron Joint Venture, Fresno, Kings, Counties of Tulare and Kern, California. As lead archaeologist for eight years on a 65-mile segment of the project, conducted and oversaw field surveys and archaeological, tribal, and paleontological monitoring efforts. Prepared cultural resources survey reports and monthly monitoring summaries. Managed reporting to client and state agencies and served as a tribal liaison for five separate consulting tribal communities.

Audrey Herschberger, PE

ENVIRONMENTAL ENGINEER

Audrey Herschberger is a professional environmental engineer with 16 years' experience in environmental consulting, specializing in due diligence and assessment of hazards and hazardous materials for property acquisition and development. Ms. Herschberger's experience includes Phase I and Phase II Environmental Site Assessments (ESAs) under ASTM E1527-13, ASTM E1527-21, ASTM E2247-16, and ASTM E1903-19; hazards and hazardous material analysis under CEQA; management of small to mid-size environmental sampling projects, permit compliance projects; and hazardous material management. She has experience with regulatory compliance and permitting in Oregon, Washington, and California.

Relevant Project Experience

Phase I ESA and Hazardous Material Evaluations, Private Energy Development Company, Stanislaus County, California. Served as Project Engineer and Environmental Professional. Completed Phase I ESA and CEQA-related hazardous material evaluation for a 1,700+ acre future energy site. Recognized environmental conditions (RECs) included hazardous material storage related to former farming activities, asbestos, lead-based paint, onsite burn areas, and groundwater impacts from a nearby landfill. A soil management plan was developed for project construction to appropriately manage potentially impacted soils and establish health and safety procedures.

Multiple Phase I Initial Site Assessments (ISA), City of La Cañada Flintridge, California. Served as Project Engineer and Environmental Professional. Completed multiple Phase I ISAs for the installation of soundwalls along Caltrans-owned and operated highways. Project analysis required evaluation of typical Phase I ESA hazards and Caltrans-specific road hazards, including aerially-deposited lead and chromium-yellow road paint.

Multiple Multi-Family Residential Property Phase I ESAs, Ahe Group, Hawaii. Served as Project Engineer and Environmental Professional. Completed Phase I ESAs for multiple multi-family residential sites on multiple islands in Hawai'i. Project analysis required in-depth historical research into sugar cane plantations using atypical resources for Phase I ESA analysis (e.g. historical society documents, island-wide plantation maps).

Multiple Phase I Environmental Site Assessments, Wolff Company, Portland, Oregon. Served as Project Engineer and Environmental Professional. Completed Phase I ESAs for seven separate new mixed use projects in the City of Portland. Assessments were completed on new construction, and included evaluation of UST removals that occurred during construction. UST removal evaluation was completed to assess completeness of removal and remediation and evaluation of closure documents.



Education

Oregon State University
BS, Chemical Engineering,
2008

Certifications

Professional
Environmental Engineer,
OR No. 80505PE

40-Hour HAZWOPER
Certification

8-Hour HAZWOPER
Refresher

10-Hour OSHA
Construction Standards
First Aid/CPR Certification

Hazardous Waste Basics,
Managing Common
Wastes Oregon
Department of
Environmental Quality

Professional Affiliations

AWMA Pacific Northwest
International Section

Phase II ESA, Soil Vapor Sampling, The Holland, Inc., Monmouth, Oregon. Served as Project Engineer. Managed and completed soil vapor sampling and indoor air sampling for a restaurant constructed on a former gas station. Soil vapor and air sampling was completed as requested by and under the oversight of the Oregon Department of Environmental Quality (ODEQ) to evaluate indoor air impacts. Site is currently under review for closure approval with ODEQ.

Phase I and Phase II ESA Peer Review, City of Oxnard, California. Served as Project Engineer and Environmental Professional. Completed peer review of a Phase I and Phase II ESA for a Caltrans-owned access road on behalf of the City of Oxnard. The Phase I and II were completed by a private developer, and the City was to purchase the road for future occupant access.

Multiple Hazardous Material Removal Document Review, Private Developer, Jamestown, California. Served as Project Engineer and Environmental Professional. Completed peer review of multiple investigation and remediation documents on a former lumber mill and processing plant prior to acquisition of the property. Review was focused on potential hazards associated with acquisition and the CEQA process.

Hazardous Material Contingency Plan, City of Chula Vista, California. Served as Project Engineer. Prepared contingency plan for construction within an area of contaminated groundwater and soil vapor. Construction would include installation of utility lines for the City. Plan included management of contaminated media, air quality screening in breathing zones, and health and safety of onsite workers and surrounding community.

Hazardous Materials Contingency Plan, Olympic Well Field, Santa Monica, California. Served as Project Engineer. Prepared a contingency plan for construction of improvements to water supply wells for the City of Santa Monica. Construction was to occur in an area of regional groundwater contamination, potentially impacting soil, soil vapor, and groundwater in the area of construction. The contingency plan included health and safety measures, air monitoring, and proper handling and disposal techniques for contaminated soil and groundwater.

Waste Management Plans, San Diego, California. Served as Project Engineer. Prepared waste management plans for multiple development projects in San Diego. Projects included school expansions, high density housing, and commercial structures. Plans were prepared to meet the Integrated Waste Management Act and related Senate Bills 1016 and 1383, as well as San Diego legislation related to construction and demolition debris recycling and onsite waste management requirements during occupancy. Plans were submitted to and approved by City of San Diego.

Fallin E. Steffen, MPS

ARCHITECTURAL HISTORIAN

Fallin Steffen (*FAL-in STEF-in; she/her*) is an Architectural Historian with 9 years' experience in historic preservation, architectural conservation, and cultural resource management. Ms. Steffen's professional experience encompasses a variety of projects and resource types for federal and state agencies, county and municipal governments, private developers, and homeowners in both rural and highly urbanized areas. She maintains extensive experience conducting reconnaissance- and intensive-level surveys, preparing both city-wide and resource-specific historic contexts, drafting cultural resource inventory and evaluation reports, and preparing significance evaluations in consideration of the National Register of Historic Places (NRHP), California Register of Historic Resources (CRHR), California Historical Landmark (CHL) and local designation criteria. Ms. Steffen holds experience preparing impacts analysis for the California Environmental Quality Act (CEQA) and findings-of-effect analysis for Sections 106 of the National Historic Preservation Act (NHPA) and with design review and conformance with the Secretary of the Interior's Standards for proposed residential, commercial, and municipal projects involving historic properties. Ms. Steffen meets the Secretary of the Interior's Professional Qualification Standards for Architectural History.



Education

Tulane University,
New Orleans, LA
Masters of Preservation
Studies, 2015

University of California,
Santa Cruz, CA
B.A. History of Art & Visual
Culture, 2010

Relevant Project Experience

Cal Softball Field Renovation Project, University of California, Berkeley (UC Berkeley), California Environmental Quality Act (CEQA) Compliance, Berkeley, California. *Lead investigator for built environment resources.* The purpose of the project is the renovation of the existing Cal Softball Field to provide for a Title IX compliant, women's softball field, for Intercollegiate Athletics (IA) and recreational uses. Dudek prepared the Cultural Resources section of the Environmental Impact Report for the Cal Softball Field Renovation Project. The Area of Potential Impacts (API) for the proposed project encompassed the adjacent National Register of Historic Places (NRHP) District No. 05000425 Panoramic Hill Historic District (Historic District), which was determined eligible for the National Register NRHP under Criterion 3 for architecture as an important example of an early twentieth century residential neighborhood representing the Arts and Crafts Movement in Berkeley, California. The project impacts assessment recommended that implementation of the proposed project would not result in impacts to the Panoramic Hill neighborhood as a Historic District and the district's ability to convey significance would remain intact, both as individual contributing resources, and as a cohesive Historic District overall. Therefore, the proposed project would not cause a substantial adverse change in the significance of a (built environment) historical resource and the impact would be less than significant

Awakening Nourishing Fires Project, City of Santa Cruz Economic Development Department, California Environmental Quality Act (CEQA) Compliance and Local Historic Preservation Permitting Support, Santa Cruz, California. *Project manager and lead investigator for built environment resources.* The purpose of the project proposes to repair and rehabilitate the Anthony's Flight staircase in order to install a tile mosaic on the risers. The City of Santa Cruz required a qualified architectural historian assess the proposed project for conformance with the Secretary of the Interior's Standards for the Treatment of Historic Properties, specifically, the Standards for

Rehabilitation. Dudek provided consultation for a suitable design of for the repair work and authored the memorandum providing an analysis of how the project conforms with the Secretary of the Interior Standards. The results of the assessment found that the project conforms with the Standards for Rehabilitation.

Northgate Town Square Project, Merlone Geier Management, LLC, California Environmental Quality Act (CEQA) Compliance, San Rafael, California. *Lead investigator for built environment resources.* The purpose of the project was the phased redevelopment of the existing 44.76-acre Northgate Mall complex with new retail space and residential units in six new buildings and associated residential and retail parking spaces. Dudek prepared the Built Environment Resources Inventory and Evaluation Report for the Northgate Town Square Project. The report concluded that the Northgate Mall property does not appear eligible under any National Register of Historic Places, California Register of Historical Resources, and local designation criteria and is therefore not considered a historical resource for the purposes of CEQA. Although not located within the project site, the report also addressed the Terra Linda Valley neighborhood, a mid-century, Eichler subdevelopment located immediately south and southwest of the project site. As a full formal evaluation of the historic district was outside of the purview of this study, the Terra Linda Valley historic district was presumed eligible for the purpose of this Project and considered a CEQA historical resource. Dudek defined sufficient historical significance parameters for the historic district and prepared a detailed impacts analysis. The finding for built environment historical resources under CEQA is less than significant and no mitigation was required.

Vista Woods Apartment Project, Vista Woods Inc., California Environmental Quality Act (CEQA) and Department of Housing and Urban Development (HUD) Permitting, Pinole, California. *Lead investigator for built environment resources.* The purpose of the project was to replace existing buildings on a development site comprising three parcels located in the City of Pinole, California with a new 4-story, 179-unit apartment complex providing affordable housing to seniors. Dudek prepared a Built Environment Resources Inventory and Evaluation Report for the Vista Woods Apartment Project. As the project includes funding from the Department of Housing and Urban Development (HUD), the City of Pinole requested the document comply with Section 106 of the NHPA of 1966 and CEQA. The significance evaluation recommended that the property does not appear eligible for designation under National Register of Historic Places, California Register of Historical Resources, and local designation criteria.

Mitigation Implementation for 3093 Broadway (Historic American Building Survey [HABS] and Interpretative Signage), The Martin Group, City of Oakland, Alameda County, California. Dudek was retained by The Martin Group to prepare documentation required under CEQA for the 3093 Broadway Project, which resulted a significant impact of a CEQA historical resource. Preparation of local level HABS documentation of the Connell Motor Company Building in Oakland, California and interpretative signage were included as mitigation requirements outlined in the Environmental Impact Report (EIR) for this project. In coordination with the City of Oakland, Dudek assisted The Martin Group in implementation of the required mitigation. Dudek prepared the HABS documentation and created the interpretive signage for the building that documented the history of the Connell Motor Company building following its demolition in 2016 and integration of the showroom façade into the new complex located at the site completed in 2019. As architectural historian, Ms. Steffen's contributions to the project included intensive research related to the Connell Motor Company building, the written HABS report, and the compilation of all known existing physical evidence related to the building. Additionally, the information compiled as part of the HABS documentation was used to produce the text and graphics for the interpretative signage in the form of an informational plaque documenting the historic significance of the Connell Building that is now featured at the new complex.

Monte Kim, PhD

ARCHITECTURAL HISTORIAN

Monte Kim (*he/him*) is a senior architectural historian and historic built environment resource specialist with over 20 years of professional experience in all phases of regulatory compliance under Section 106 and Section 110 of the National Historic Preservation Act (NHPA), Section 4(f) of the Department of Transportation Act, National Environmental Policy Act (NEPA), and California Environmental Quality Act (CEQA). He has experience in the inventory and evaluation of resources within the historic built environment, as well as the assessment of effects on historic properties and historical resources and has authored or co-authored nominations for the National Register of Historic Places (NRHP) and has overseen the documentation of historic properties in accordance with the standards required for the Historic American Building Survey (HABS), the Historic American Engineering Record (HAER), and the Historic American Landscape Survey (HALS). He has also developed and implemented resource-specific mitigation measures, treatment plans, protection plans, and interpretive plans for large, transportation-related projects, including the California High-Speed Rail Project. Additionally, he has experience consulting with State Historic Preservation Officers and developing programmatic agreements and memorandum of agreement documents for government agencies. Mr. Kim meets the Secretary of the Interior's Professional Qualification Standards for history and architectural history.



Education

University of California, Santa Barbara PhD, History, 2005

California State University, Sacramento MA, Public History, 1999

University of California, Santa Cruz BA, History, 1996

Professional Affiliations

California Preservation Foundation

Vernacular Architecture Forum

Transportation Research Board

Relevant Project Experience

On-Call Services for Department of Water Resources, Operations and Maintenance Division, State of California.

Dudek was retained by the State of California's Department of Water Resources (DWR), Operations and Maintenance Division (O&M), to assist in a wide range of on-going environmental compliance efforts. Under this on-call contract, Mr. Kim provides senior level guidance and reviews of the built environment evaluations and technical reports prepared under the current task orders.

Cultural Resources Inventory and Evaluation Report for the Huntington Library Scholar's Grove Housing Project, San Marino, California. Dudek was retained by Greystar to prepare a cultural resources inventory and evaluation report for a project that involved the construction of 33 residential units, a central clubhouse with supportive recreational areas, and surface parking near the north entrance of the Huntington Library property in San Marino. The report also analyzed the project's potential impacts under CEQA on five landscape features that contribute to the significance of the Huntington Library Historic District, which was listed in the NRHP in 1977. Mr. Kim was the lead built environment author and drafted the CEQA impacts analysis section of the report.

California Department of Fish and Wildlife Mission Creek Habitat Restoration Project, Santa Barbara County, California. The California Department of Fish and Wildlife (CDFW) retained Dudek to provide a peer review of a mitigated negative declaration (MND) and the supporting cultural resources technical studies for the Mission

Creek Habitat Restoration Project. The reports were prepared for Southern California Edison for a project that involved restoration treatments on a 2.88-acre site and the evaluation of historic built resources within the area of potential impacts in conformance with the regulatory requirements of CEQA. Mr. Kim reviewed the MND and supporting technical studies and found them to be adequate for compliance under CEQA.

Area of Potential Effects Justification & Preliminary Effects Assessment Memorandum for the San Luis Rey Habitat Management Area Wetland Restoration Project, San Diego County, California. Dudek assisted the San Diego County Water Authority (SDCWA) as part of an on-call contract to address comments from the U.S. Army Corps of Engineers (Corps) regarding potential impacts from the San Luis Rey Habitat Management Area Wetlands Restoration Project on a segment of the Second San Diego Aqueduct within the project's area of potential effects (APE). The memorandum recommended that SCDWA consider the aqueduct segment within the APE eligible for the NRHP for the purposes of the undertaking only and that a finding of no historic properties affected under 36 CFR § 800.4(d)(1) would be appropriate because the resource would be avoided and protected through measures implemented by the project. Mr. Kim authored the justification for the APE and the Section 106 preliminary effects analysis using the criteria of adverse effect (36 CFR § 800.5).

Section 106 Area of Potential Effects Justification for the Brightline West Vehicle Maintenance Facility at Sloan, NV. Dudek was retained by the project proponent to prepare an APE boundary justification memorandum for the Brightline West High-Speed Rail Project's vehicle maintenance facility at Sloan, NV. Because of the area's relatively undeveloped desert landscape and the concern for potential visual impacts on historic properties, the APE was expanded to a one-mile radius around the project site. The APE delineation also considered potential project-related effects from vibratory, auditory, and atmospheric effects on historic properties. The lead federal agency for the undertaking is the Federal Railroad Administration, which approved the APE memorandum and transmitted it to the NV SHPO for concurrence. Mr. Kim was the author of the memorandum.

Historic Property Identification and Evaluation Memorandum for the Alvarado Gardens mixed-Use Project, City of San Pablo. Mr. Kim served as the lead architectural historian for assessing the effects of the proposed project on the former San Pablo City Hall complex, including the Teixeira Home and the Alvarado Adobe. The assessment applied the Section 106 Criteria of Adverse Effect (36 CFR § 800.16[l][1]) and found that there would be no historic properties affected within the delineated area of potential effects (2022).

Historic Property Identification and Evaluation Memorandum for the Inn by the Coliseum Project, City of Oakland. Mr. Kim served as the lead architectural historian for this project. He oversaw the intensive field survey, the preparation of the historic context statement and evaluation, and Native American consultation efforts in accordance with the Department of Housing and Urban Development guidelines. The report concluded that no historic properties would be affected by the proposed project (2022).

California High-Speed Rail Project Environmental Impact Report/Environmental Impact Statements. Mr. Kim served as a lead planner for the California High-Speed Rail Authority (CHSRA) and was responsible for reviewing the cultural resources, parks and recreation, and Section 4(f) EIR/EIS chapters for six of the eight regional sections of the Project. Additionally, he reviewed the supporting technical reports and treatment plans, as well as contributed to the drafting of four memorandum of agreement documents between the CHSRA, California SHPO, and the Surface Transportation Board, provided technical guidance to the Authority's regional consultants, and consulted with the SHPO to obtain Section 106 and Section 4(f) concurrences.

Angelica Chiu

CEQA/NEPA ANALYST

Angelica Chiu (*an-JEL-ick-uh CHOO; she/her*) is an environmental planner with 5 years' experience specializing in California Environmental Quality Act (CEQA) document preparation and compliance, as well as project coordination for both public and private sector clients throughout California. Ms. Chiu provides analytical support and project management assistance to senior staff for a variety of projects, including new residential, hotel, commercial, mixed-use, and warehouse developments. She also has experience with education projects, public utilities projects, and statewide programs. Ms. Chiu facilitates timely and efficient completion of project deliverables with quality assurance.

Relevant Project Experience

City of Sacramento 2040 General Plan Master EIR, City of Sacramento, California. Deputy project manager for updating the City's 2035 General Plan Master EIR to evaluate substantive changes to the City's land use plan, new and revised goals and policies, the addition of an updated Climate Action and Adaptation Plan, and significant changes to the Circulation Element. The Master EIR is anticipated to be released for public review sometime in late 2023 or early 2024.

St. Joseph's Medical Center Hospital Expansion Project EIR, CommonSpirit Health, City of Stockton, California. Deputy project manager of an EIR to evaluate a master development plan for the buildout of the medical campus. The project proposes the removal of existing buildings to accommodate a new Acute Care Hospital Tower, a multistory parking garage, a central utility plant, a maintenance building, and a fuel tank yard. The EIR is anticipated to be released sometime in 2023.

North County Solid Waste Services Project EIR, County of Los Angeles, California. Deputy project manager for an EIR evaluating potential environmental effects resulting from the formation and operation of new garbage disposal districts for the unincorporated communities in northern Los Angeles County. Under the Garbage Disposal District contracts, selected solid waste hauler(s) would provide source-separated collection of refuse, recyclables, and organic waste for all residential and commercial customers. The selected waste hauler(s) would also provide manure collection and bulky items pickup upon request, as well as illegal dumping pickup. The proposed project supports the County's compliance with statewide targets set forth in Senate Bill 1383 pertaining to diversion of organic waste from landfills.

California State University, Sonoma - Federated Indians of Graton Rancheria Learning Center at Fairfield Osborn Preserve Mitigated Negative Declaration, Sonoma County, California. Lead project analyst for preparation of a Mitigated Negative Declaration (MND) evaluating improvements to a 450-acre nature preserve on Sonoma Mountain managed by the university's Center for Environmental Inquiry. Components of the project include an outdoor circular seating area and tiered seating area, interior and exterior improvements to the visitor center, construction of a pedestrian walkway, resurfacing of a pedestrian bridge, parking lot expansion, and fire safety upgrades.



Education

University of California,
Davis
BS, Environmental Policy
Analysis and Planning

Professional Affiliations

Association of
Environmental
Professionals

Cisco Grove Campground Project Technical Studies, Nevada and Placer Counties, California. Project manager overseeing the preparation of various environmental technical studies to support County planning applications for a campground redevelopment project. Studies prepared by Dudek include a biological technical memorandum, cultural resources assessment, paleontological resources search report and field survey, noise technical report, and visual impact study. Tasks still in progress include botanical surveys, a preliminary jurisdictional delineation and permitting support, and preparation of a fire safety plan.

Morse Park Recreation Center Project MND, Cosumnes Community Services District, City of Elk Grove, California. Project manager for the preparation of an MND for this project, renamed CORE Recreation Center. The project includes a 54,222-square-foot recreation center, an outdoor recreation space and event lawn, new landscaping and lighting, and parking. The project is located within an existing park surrounded by residences. Environmental concerns focused on site disturbance and the increase in vehicle miles traveled.

Elk Grove Great Nature Park Project MND, Cosumnes Community Services District, City of Elk Grove, California. Project manager for the preparation of an MND that evaluated a new up-to-5,000-square-foot nature center and the creation of a 2.5-acre park that would preserve existing wetlands and add new trees; new Americans with Disabilities Act-compliant accessible pathways, ramps, and bridges; rain gardens; solar panels over parking areas; and new bicycle parking spaces. The project also included a children's nature play area and new gardens for urban agriculture and planting demonstrations. Dudek prepared all the required technical studies and also conducted mitigation compliance.

Santa Clara County Rural Zoning Update EIR, Santa Clara County, California. Project analyst for an EIR analyzing amendments to the existing Rural Zoning Ordinance to streamline permitting for certain rural-compatible developments, introduce objective development standards, and further implement existing County General Plan policies to prevent sprawl and preserve agricultural land.

24th and Waverly Project, NASH – Holland 24th & Waverly Investors LLC, City of Oakland, California. Lead project analyst for the 24th and Waverly Project CEQA checklist using streamlining provisions under CEQA Guidelines Sections 15182, 15183, and 15183.3 to tier from the program-level analyses completed in the City of Oakland's Broadway Valdez District Specific Plan. The project includes the demolition of residential and commercial structures to construct a 15- to 16-story building, including 330 residential units and approximately 13,000 square feet of retail uses. Tasks included preparing the checklist document, reviewing the project consistency with the Broadway Valdez District Specific Plan and the CEQA Guidelines streamlining provisions, and regular contact with the client and the City of Oakland.

Valley's Edge Specific Plan Project EIR, City of Chico, California. Project analyst for the Valley's Edge Specific Plan Project EIR. The project includes a blueprint for a mixed-use community including a range of housing types, commercial uses, parks, and open space areas. The project site is located within Butte County, but is within the City of Chico's Sphere of Influence and would be annexed to the City upon approval. Environmental issues include potential loss of special-status biological resources, concerns due to wildfire (a portion of the site was burned in the 2018 Camp Fire), historic resources, and increase in traffic on local roadways. Project tasks include preparation of EIR sections and coordination with senior and technical staff.

Jonathan Leech, AICP, INCE, PG

NOISE SPECIALISTS

Jonathan Leech is a senior project manager and environmental specialist with 38 years' environmental planning experience, including environmental research, hazardous materials and environmental impact assessment, condition compliance and mitigation monitoring, and land use analysis. Mr. Leech has contributed to more than 200 CEQA and NEPA environmental documents including: environmental assessments (EAs); environmental impact reports (EIRs); mitigated negative declarations (MNDs); specific plans; and policy documents for numerous local agencies within the State of California. He has also authored mitigation monitoring and reporting plans (MMRPs) and environmental quality assurance plans (EQAPs) to ensure adherence to required conditions during project implementation, and has served as project manager and/or on-site environmental coordinator for the implementation of such plans.

Mr. Leech also has more than a decade of focused experience in noise assessments, including exterior and interior noise exposure studies for single-family homes, as well as large-scale evaluations of proposed subdivisions and specific plan projects, for inclusion in environmental impact reports (EIRs) or negative declarations (NDs). He has performed noise evaluation of commercial and industrial sources, as well as provided noise monitoring during construction for compliance with project conditions and noise ordinance restrictions.

Relevant Project Experience

City of Rohnert Park On-Call Acoustic Services, Sonoma County, California. As a senior acoustician, Mr. Leech has prepared noise and vibration assessments or provided acoustic consultation on behalf of the City for more than a half-dozen projects throughout the City of Rohnert Park.

Belden Barns Farmstead and Winery EIR, Sonoma County, California. As the noise specialist, assessed noise levels at nearby residences associated with construction and operation of the project, which includes development of a winemaking, hospitality, and farmstead food production facility. Noise sources assessed included additional traffic from the new operations, stationary equipment for the new uses, outdoor crowd activities and amplified sound, as well as construction equipment and activities.

California Boulevard Round-About, City of Napa, California. Prepared the noise assessment for the reconfiguration of California Boulevard at 1st Street to include a round-about (traffic circle). Analysis included traffic noise utilizing the FHWA TNM 2.5 traffic noise prediction model, and construction noise assessment utilizing the FHWA RCNM construction noise model.

Byron Airport Development Program, County of Contra Costa, California. Prepared the noise and vibration assessment for the proposed development of light industrial, warehousing and logistics, commercial, and low-intensity office uses on the airport property. Noise sources included new stationary equipment at the airport property for the expanded land uses, and traffic noise from the Existing and Future Year (2040) conditions.



Education

*University of California, Santa Barbara
BA, Environmental Studies/Geology, 1984
Pennsylvania State University
Coursework in Graduate Acoustics Program, 2012*

Certifications

*American Institute of Certified Planners (AICP)
Professional Geologist (PG), CA*

Professional Affiliations

*American Planning Association
Association of Environmental Professionals
Institute of Noise Control Engineers (INCE)*

San Pablo Municipal Broadband Project IS/MND, San Pablo, California. The proposed San Pablo Municipal Broadband Project includes the installation of a fiber-optic ring, spur lines (or running lines), and aggregators that connect to the fiber-optic ring infrastructure. From these aggregators (either in prefabricated fiber huts or existing equipment rooms in existing commercial buildings), the fiber-optic cables would travel along existing streets (below ground) into vaults or utility cabinets and to and from the handholes/cabinets directly to customers. Prepared the IS/MND sections to address noise and vibration impacts of the project.

1431 El Camino Real MND – Under contract to the City of Burlingame, Dudek prepared an MND for the demolition of a two-story residential building and reconstruction of a three-story residential complex. The noise analysis for the MND included a construction noise assessment with identified construction noise mitigations, and the evaluation of noise from a proposed “car stacker” parking machine. The project was approved February 2018.

Pedestrian Crossing EIR – Under contract to the City of Palo Alto, Dudek prepared an EIR for the construction and operation of a pedestrian/cyclist overcrossing of US Highway 101. The noise analysis included an ambient noise survey for areas adjacent to each end of the overcrossing location, and a construction noise analysis. The project is currently under construction.

Solano Community College District, Vacaville Center Biotechnology and Science Building, Mitigated Negative Declaration/Initial Study (MND/IS). Dudek prepared an Initial Study and Mitigated Negative Declaration for the proposed Biotechnology and Science Building to be located on the Vacaville Campus of Solano County Community College District. Improvements included the structure, extension of utility systems, and new parking area. Issues included visual and aesthetics, transportation and circulation, air quality, noise, public services, and surface hydrology. Dudek administered the noticing, document circulation, hearing process, and response to comments for the project environmental review process in compliance with CEQA. Mr. Leech managed the acoustic assessment and preparation of the noise section of the MND for the project (November 2014 – May 2015).

VMT/Orcem Bulk Materials Marine Terminal, Vallejo, California. Under contract to the City of Vallejo, Dudek performed a Peer Review of the noise study addressing a proposed redevelopment of the General Mills deep-water terminal and flour milling plant in Vallejo; the General Mills plant closed in 2004, and the project site has since remained vacant. The proposed redevelopment involves two separate operators, VMT and Orcem. The proposed VMT component of the project would reestablish industrial uses on 28 acres of the total 33 acre site and would include the removal of a deteriorated timber wharf and construction of a modern deep-water terminal with laydown area, and trucking and rail connections, primarily servicing the import and export of bulk and break-bulk commodities. The Orcem component of the project would involve construction and operation of an industrial facility for the production of a high performance, less polluting alternative for the traditional portland cement material used in most California construction projects. The Orcem component would involve construction of approximately 73,000 square feet of buildings, equipment, and enclosures, together with outdoor storage areas, on a 5-acre portion of the former General Mills plant site leased from VMT. Dudek Peer Review recommendations for the Project noise study included preparation of a detailed vibration analysis for rail freight activities of the facility, additional documentation addressing modeling of stationary noise sources on-site, and additional mitigation for stationary noise sources (bulk materials handling equipment).

Santa Barbara Community Wildfire Protection Plan PEIR, City of Santa Barbara, California. Prepared the noise and vibration section of the EIR for the comprehensive fire management program for the City of Santa Barbara, known as a Community Wildfire Protection Plan (CWPP). The purpose of the project is to update the City’s 2004 Wildland Fire Plan to account for changes in the City’s fire environment and work completed under the 2004 Plan with a comprehensive, coordinated plan to mitigate the impact of wildland fire to the City. The noise and vibration section evaluated changes in noise exposure for noise-sensitive uses (i.e., residences) from alterations in the proposed fuel management program, potential impacts, and mitigation measures related to implementation of the proposed CWPP.

Connor Burke

NOISE SPECIALIST

Connor Burke is an environmental analyst with 9 years' professional experience specializing in noise studies, stormwater, wildlife surveys, and the California Environmental Quality Act (CEQA). Mr. Burke has hands-on experience in environmental field research, including extensive water sampling, wildlife surveys, and conservational outreach. He has used GIS for field research and SPSS and Excel for statistical analysis. Mr. Burke also has a strong knowledge of regulations relating to water resources and the environment including the California Coastal Act (CCA), the Resource Conservation and Recovery Act (RCRA), the County Water Authority (CWA), and the federal Clean Air Act (CAA).

Relevant Project Experience

Pacific Coast Commons Specific Plan Environmental Impact Report, City of El Segundo, California. Participated in development of the draft environmental impact report (EIR) noise section to evaluate potential construction noise and vibration impacts due to three-phase buildout of new residences and parking structures on Sepulveda Boulevard.

Northside Specific Plan EIR, Rick Engineering, Cities of Riverside and Colton and Riverside County, California. Prepared of technical noise study and EIR noise section to evaluate potential roadway traffic, stationary source (e.g., heating, ventilation, and air conditioning [HVAC]), and construction noise and vibration impacts associated with an approximately 2,000-acre proposed specific plan area including portions of the City of Riverside, City of Colton, and Riverside County.

The Farm in Poway EIR, City of Poway, California. Prepared noise study and EIR noise section for construction and operation noise and vibration impact assessments associated with the conversion of the decommissioned Stone Ridge Country Club and 18-hole golf course into a mixed-use development including 160 single-family homes, a butterfly farm, amphitheater-style outdoor concert space, and social event-hosting venues. Coordinated follow-up noise level measurement surveys to help on-site contractors comply with EIR mitigation measures.

San Diego State University Mission Valley Master Plan EIR, San Diego State University, San Diego, California. Prepared noise study and EIR noise section for noise and vibration impact assessments associated with the proposed demolition of Qualcomm Stadium and subsequent multiphase on-site construction of a new stadium and associated development of the proposed San Diego State University Mission Valley "West Campus." Performed 3D sound propagation models for stadium attendance noise emission and aggregate building rooftop and underground parking garage HVAC noise. During project construction, provided on-site guidance (additional modeling, distance buffers, etc.) to contractors for noise mitigation to meet U.S. Fish and Wildlife criteria for sensitive avian species in off-site habitat adjoining the project site.

Cypress College, Campus Master Plan Environmental Impact Report (EIR), Cypress, California. Responsible for the completion of the noise analysis and reporting for the project. Supervised the noise measurements, modeling,

Education

University of San Diego
BA, Environmental
Studies, 2014

Certifications

Certified Environmental
Specialist

PADI Divemaster,
No. 344699

Emergency First
Responder

British Sub-Aqua Club
(BSAC) Boat Handling

Professional Affiliations

Professional Association
of Diving Instructors
(PADI)

analysis, and results reporting, which involved analysis of potential effects from traffic, on-campus facilities, and operations and construction noise.

Joshua Tree Solar, NextEra Energy Resources, San Bernardino County, California. Conducted the noise analysis for a proposed 60-megawatt solar energy facility with associated on-site substation, inverters, fencing, roads, and supervisory control and data acquisition (SCADA) system.

Ord Mountain Solar Energy Project, San Bernardino County, California. Conducted the noise analysis for a proposed 60-megawatt solar energy facility with associated on-site substation, inverters, fencing, roads, and supervisory control and data acquisition (SCADA) system.

Fishery Management Stock Assessment, South Caicos, Turks and Caicos Islands. Served as field researcher. Conducted a stock assessment of the queen conch (*Lobatus gigas*) around several islands in Turks and Caicos to determine appropriate management strategies for the overfished species. Data was collected through the Turks and Caicos Department of Environment and Maritime Affairs. Responsibilities included utilizing SCUBA to run 100 meter belt transects at over 100 different sampling sites, generating several GIS marine maps showing density and abundance of queen conch, and working with local stakeholders to determine new management strategies.

Invasive Species Study, South Caicos, Turks and Caicos Islands. Serving as field researcher, utilized SCUBA and distance sampling to research the distribution of the invasive lionfish (*Pterois volitans*) around South Caicos. The project focused on lionfish removal and population size in order to reduce their impact on local reef fish communities. At depths of up to 40 meters, lionfish were observed and captured from the Admiral Cockburn Land and Sea National Park (ACLSNP). This protected area encompasses part of the “wall” where the Caicos Bank drops off hundreds of meters and thus is an ideal habitat for lionfish. Responsible for leading divers safely around the reefs while maintaining accurate data collection.

E Reservoir Project, Vista Irrigation District, County of San Diego, California. Prepared noise and vibration impact assessment to evaluate potential environmental impacts to nearby residences resulting from replacement of an aging underground reservoir and erection of a new pump station. Predictive analyses included air overpressure and groundborne vibration due to anticipated blasting for earthwork construction phasing.

Chollas Operations Yard Equipment Noise Database, City of San Diego, California. Conducted sound level measurements and prepared technical study to present a noise database for a variety of City of San Diego construction equipment and vehicles. Data and findings presented would support future noise assessments of stormwater channel maintenance activities throughout the city.

St. Michael's Pickleball Courts, Carlsbad, California. Responsible for the completion of the noise analysis and reporting for the project. Supervised the noise measurements during pickleball activity, modeling, analysis, and results reporting, which involved analysis of potential effects from pickleball noise. Designed and recommended mitigation to limit the off-site effects of pickleball noise.

Otay Ranch Village 8 West – Parcel H1, Life Time, Chula Vista, California. Prepared a site-specific exterior traffic noise and exterior-to-interior noise intrusion study for a new health club facility with indoor and outdoor use areas, including pickleball courts. Traffic noise modeling performed with FHWA TNM 2.5 and included 3D depiction of building facades, terrain, and roadway segments.

Adam Giacinto, RPA

ARCHAEOLOGIST

Adam Giacinto is an archaeologist and ethnographer with 18 years' experience preparing cultural resource reports, site records, and managing archaeological survey, evaluation, and data recovery-level investigations. His research interests include prehistoric hunter-gatherer cultures and contemporary conceptions of heritage. His current research focuses on the social, historical, archaeological, and political mechanisms surrounding heritage values. He has gained practical experience in archaeological and ethnographic field methods while conducting research in the Southwest, Mexico, and Eastern Europe.

Relevant Project Experience

Alameda County Water District Project, California. As principal cultural investigator, coordinated a records search, NAHC sacred lands file search, tribal outreach, and preparation of a constraints study, report and monitoring plan, and IS/MND under CEQA and Section 106. Included 100 square mile sensitivity model of known and buried cultural resources by applying a weighted geologic, soils, geotechnical, slope, landscape, and previous technical study information.

San Pablo Broadband Project, City of San Pablo, California. As principal cultural investigator, coordinated a records search, NAHC sacred lands file search, tribal outreach, and preparation of a constraints study, report and monitoring plan, and IS/MND under CEQA and Section 106. Included City-wide model known and buried cultural resources by applying a weighted geologic, soils, geotechnical, slope, landscape, and previous technical study information. Area includes NRHP/CRHR-listed archaeological (Nelson Mound sites) and built environment resources.

Caltrain Electrification Project, Cities of San Francisco, San Mateo, Palo Alto and San Jose, California. As Co-Principal Investigator, worked with Dudek team to supervise, implement, and report upon cultural inventory and compliance efforts under Section 106 of the NHPA, Joint Power Board, Project MOA, CEQA, and local Guidelines for the San Francisco to San Jose section.

SFO Rental Car Center/Air Train Project/Runway Improvements/Habitat Restoration Projects, San Francisco, California. As Principal archaeological investigator, Mr. Giacinto managed and completed archaeological work for the SFO Rental Car Center/Air Train and Runway Improvements Projects included a NWIC records search, NAHC sacred lands file search, tribal outreach, and preparation of a constraints study, ARMR-style technical report for compliance with CEQA and Section 106. Work included an assessment of known resources and potential for unanticipated buried cultural resources by consulting geologic, soils (including marine resources), historical map, geotechnical, slope, landscape, and previous technical study information. Preparation of a report and maps that met State Historic Preservation Office, FAA and Airport staff needs was completed.

City of Palo Alto On-Call Park Boulevard Environmental Impact Report (EIR), City of Palo Alto, California. As principal archaeological investigator, Mr. Giacinto has supported archaeological and consultation needs on multiple



Education

San Diego State University
MA, Anthropology, 2011
Santa Rosa Junior College
AA, Anthropology, 2004
Sonoma State University
BA, Anthropology/
Linguistics, 2006

Professional Affiliations

Register of Professional Archaeologists
Society for California Archaeology American Anthropological Association Institute of Archaeomythology
American Anthropological Association

projects for the City of Palo Alto. A partial list of these have included the Park Blvd EIR, Castilleja School, Channing road, and Highway 101 Overcrossing Projects.

Gonzaga Wind and Transmission Line Project, Pacheco State Park, California. As principal archaeological investigator, Mr. Giacinto coordinated more cultural resources inventory of more than 1,500 acres. This included a CHRIS records search, NAHC Sacred Lands file search, archaeological survey with 5 crew for a month, and preparation of two technical reports for CEQA (State Parks) and Section 106 (Bureau of Reclamation). Included evaluation of Pacheco Ranch Historical District components and recordation of multiple prehistoric and historic-era archaeological resources.

Operations and Maintenance On-Call, Department of Water Resources. As primary Dudek archaeological and tribal resources consultant, Mr Giacinto manages cultural resources projects for DWR. These include the Cultural Resources Inventory for the B.F. Sisk Dam Safety of Dams Modification Project, Delta Dams Raise Project (three reservoirs), MP 230 Project, and Upper Feather River Projects (three dam locations) and preparation of a Programmatic Agreement for Cultural resources for DWR.

AB 52 Support. Since helping to establish the present process of AB 52 consultation with City of Los Angeles in 2015, Mr. Giacinto has been contracted to prepare dozens of TCR reports. The goal of these investigations is to review the archaeological, historical, academic, and ethnographic record for potential TCR information, then ground contemporary AB 52 consultation information in this context while providing recommendations related to reasonable approaches for Management. In addition, Mr. Giacinto provides on-call support for helping a number of agencies work through challenging AB 52 issues.

City of Rohnert Park On-Call Cultural Resources Services, Sonoma County, California. As Principal archaeological investigator, Mr. Giacinto has provided recommendations, attended AB 52 consultation meetings, and overseen work for more than a half-dozen projects throughout the City of Rohnert Park. Has strong working relationships with the Graton Rancheria Federated Indian Tribe and other tribes in the surrounding region.

McCoy Solar Energy Project and Blythe Solar Power Project, Blythe, California. As principal investigator, Mr. Giacinto supervised, implemented, and reported upon compliance efforts for construction of more than 5000 acres of solar work under Section 106 of the NHPA, BLM Guidelines, CEQA, California Energy Commission, and County of Riverside Guidelines. Mr. Giacinto was the lead multiple formal trainings with monitors and council members from the Colorado River Indian Tribes regarding federal and state regulations relating to human remains, County and BLM guiding documents, identification of cultural material, and the multiple understandings of “cultural resources”.

Wildlife Services Program EIR-EIS, CDFA/USDA. Dudek has developed template letters to be used for tribal notification, follow up, and consultation for this project. Dudek drafted, and mailed letters on behalf of CDFA, letters to all 216 NAHC-listed contacts in the state of California. Responses received are tracked, reviewed with the agency, and responded to. In addition, outreach letters prepared by the USDA were reviewed and modified for the purposes of Section 106 consultation. EIR/EIS sections are in preparation.

Heritage Implementation Plan, Modoc National Forest, California. As principal cultural investigator, supporting USFS in preparing a HIP for fuel management-related work for tree plantation areas throughout 40,000-acre study area. Work is ongoing, but will include review of heritage resource information, preparation/integration of sensitivity studies, Class III survey, consultation support and integration of CRSOs, and preparation of programmatic strategies for guiding program implementation.

Matt Ricketts

BIOLOGIST

Matt Ricketts (*MAT RICK-ets; he/him*) is a senior biologist with 23 years' experience as a wildlife biologist and conservation planner specializing in biological resource inventories and documentation, special-status species surveys, federal Endangered Species Act (ESA)/California ESA compliance, and environmental impact analysis under the California Environmental Quality Act (CEQA). He is also a skilled field biologist with extensive experience in the San Francisco Bay Area and Sacramento–San Joaquin Delta conducting biological resource site assessments, special-status wildlife surveys, and preconstruction nesting bird surveys.

Mr. Ricketts enjoys the challenge of synthesizing complex scientific and regulatory information into reader-friendly documents and communicating this information to clients, regulatory agencies, and project stakeholders. He has worked on a wide range of project types and sizes under many roles, from construction monitor to meeting facilitator. He therefore understands the importance of balancing technical rigor with practical feasibility in environmental documents and strives to bring this balance to every project he works on.

Relevant Project Experience

Augustin Bernal Mountain Bike Project, City of Pleasanton, Alameda County, California. Served as senior biologist. The project involved constructing a formalized mountain bike trail in Augustin Bernal Community Park and decommissioning existing informal trails. The park is located adjacent to designated critical habitat for Alameda whipsnake (*Masticophis lateralis euryxanthus*) and supports potential movement habitat for the species. Prepared biological resources section of initial study and consulted City on measures to minimize impacts on native vegetation and Alameda whipsnake habitat and avoid take of individual Alameda whipsnakes.

Sustainability Policy and Regulatory Update of the County of Santa Cruz General Plan/Local Coastal Program and Santa Cruz County Code, County of Santa Cruz, California. Served as senior biologist. The proposed project is an update to the County's General Plan/Local Coastal Program and associated revisions to the Santa Cruz County Code to implement policies from the Sustainable Santa Cruz County Plan that was accepted by the Board of Supervisors in October 2014. Prepared the biological resources chapter of the draft Environmental Impact Report (EIR) that required synthesis of previous County-level policy EIRs. Analyzed potential impacts of more than 30 policy updates on biological resources at a program level. The EIR was certified by the Board of Supervisors on November 15, 2022.

Jewel Lake Long-term Maintenance Study, Balance Hydrologics Inc./East Bay Regional Park District, Berkeley, California. Served as senior biologist. The project was a preliminary design and feasibility study for the long-term maintenance of Jewel Lake as an open-water body while improving sediment movement and fish passage through the associated reach of Wildcat Creek. Coordinated field mapping of potential jurisdictional aquatic resources,



Education

Eastern Kentucky University

MS, Biology/Applied Ecology, 1999

University of Illinois at Urbana-Champaign

BS, Natural Resources and Environmental Sciences, 1997

Professional Affiliations

National Habitat Conservation Planning Coalition

The Wildlife Society

vegetation communities, and wildlife habitat assessments; cowrote the biological resources assessment report; and evaluated biological resource tradeoffs for the four preliminary design concepts using multicriteria decision analysis tools.

San Francisco Bay Trail at Martin Luther King, Jr. Regional Shoreline Improvement Project, East Bay Regional Park District, Oakland, California. While working at ICF/GHD, served as project manager and lead biologist for the proposed Bay Trail extension over and adjacent to San Francisco Bay near the Oakland International Airport. Tasks included coordination of document deliveries to the client; tracking project financials and invoicing; and preparation of the biological resources report, California Department of Transportation Natural Environment Study, and ESA Section 7 BA. Other deliverables included the California Department of Transportation-format archaeological survey report, historic resource compliance report, wetland delineation report, California ESA Section 2081 Incidental Take Permit for longfin smelt (*Spirinchus thaleichthys*), and compensatory mitigation technical memorandum.

Rodeo Sanitary District Year 3 Sewer Improvements, Rodeo, California. While working at LSA Associates, served as biologist for CEQA review of sewer pipe replacement project from October to December 2013. The project involved the repair of 33,000 linear feet of sewer pipe segments in poor conditions at various locations throughout the Rodeo Sanitary District's system. Visited locations of proposed repairs to confirm absence of sensitive biological resources that could be impacted by sewer pipe replacement. Prepared technical memorandum summarizing results of the field visit and to support the Rodeo Sanitary District's application for a Notice of Exemption under CEQA.

San Francisco Bay Trail at Lone Tree Point, East Bay Regional Park District, Rodeo, California. While working at LSA Associates, served as project manager and lead biologist. The project proposed to fill in a 0.5-mile gap in the San Francisco Bay Trail between Victoria by the Bay in Hercules and an existing Park District staging area at Lone Tree Point. Prepared a biological resources technical memorandum and coordinated a cultural resources study to support the preliminary engineering study for the project. Constraints included jurisdictional wetlands (i.e., pond) with riparian habitat, jurisdictional San Francisco Bay waters, California red-legged frog, native grasses, and nesting birds.

San Francisco Bay Trail: Pinole Shores to Bayfront Park, East Bay Regional Park District, Pinole, California. While working at LSA Associates, served as lead biologist. The project was a 1.5-mile extension of the San Francisco Bay Trail along the San Pablo Bay shoreline in Pinole. Conducted reconnaissance-level biological surveys and prepared California Department of Transportation Natural Environment Study and federal ESA Section 7 BA addressing listed tidal marsh species (California Ridgway's rail, California black rail, and salt marsh harvest mouse). Prepared all aquatic resource permit applications for the project (Clean Water Act Section 404 and 401, Bay Conservation and Development Commission). Other biological issues addressed included temporary impacts to jurisdictional waters, loss of heritage trees, and potential impacts to nesting birds.

Mountain View 2030 General Plan Update, City of Mountain View, Santa Clara County, California. While working at LSA Associates, served as lead biologist. Prepared the biological resources chapters for the Current Conditions Report and draft EIR for the Mountain View Draft 2030 General Plan Update. The chapters described and analyzed potential impacts on biological resources throughout Mountain View, including the Shoreline Park burrowing owl population, steelhead and riparian habitat along Stevens Creek, tidal marsh habitat and associated special-status species along the San Francisco Bay shoreline, and waterbirds.

Emily Scricca

BIOLOGIST

Emily Scricca is a wildlife biologist with 13 years' experience with natural resource-related projects throughout California, including conducting protocol-level surveys, assessments, and biological monitoring for numerous species, including burrowing owl (BUOW) (*Athene cunicularia*), Swainson's hawk (*Buteo swainsonii*), tricolored blackbird (*Agelaius tricolor*), western snowy plover (*Charadrius alexandrinus*), California tiger salamander (*Ambystoma californiense*), California red-legged frog (*Rana draytonii*), foothill yellow-legged frog (*Rana boylei*), California giant salamander (*Dicamptodon ensatus*), Santa Cruz black salamander (*Aneides flavipunctatus niger*), western pond turtle (*Actinemys marmorata*), American badger (*Taxidea taxus*), San Francisco dusky-footed woodrat (*Neotoma fuscipes annectens*), and San Joaquin kit fox (SJKF) (*Vulpes macrotis*). From her various positions in California, she has knowledge of California flora and fauna and is well versed in environmental survey and sampling techniques. A strong background in endangered species permitting, biological impact assessment, and biological compliance implementation. She has prepared numerous technical reports in support of the environmental review and permitting processes for dozens of projects.

Relevant Project Experience

Delta Field Division Environmental Extension-of Staff, California Department of Water Resources (DWR), Contra Costa/Alameda Counties, California. Serves the Regulatory Compliance Section of the Environmental Assessment Branch. Provides guidance on regulatory permitting strategies, resource agency coordination, project planning, biological species surveys and habitat assessments, mitigation options, and oversees permit compliance during all Delta Field Division maintenance activities.

Delta Field Division HCP Project, DWR, Contra Costa/Alameda Counties, California. Prepared formal notification requests to the USFWS and CDFW to perform protocol-level aquatic larval sampling for CTS across 20 acres within aquatic features in Alameda, Contra Costa, Merced, Napa, Solano, and Stanislaus Counties. Lead field teams to conduct protocol-level aquatic larval sampling for CTS over 3 months and conduct protocol-level burrow habitat assessments for SJKF and breeding season surveys for BUOW.

Advanced Meter Infrastructure, Alameda County Water District, Alameda County, California. Lead biologist; conducted a federally-listed species biological assessment for submittal to the United States Bureau of Reclamation (USBR) prior to Project implementation. Assisted with the preparation of Proposed Action and



Education

San Jose State University
MS, Environmental Studies

University of Vermont
BS, Animal Sciences

Certifications

USFWS, Section 10(a)(1)(A) Native
Endangered and Threatened
Species Recovery Permit, No.
TE45251C-0

- California tiger salamander
CDFW, Memorandum of
Understanding, Scientific Collecting
Permit,
No. SC-013755

- California Tiger Salamander
CDFW, Scientific Collecting Permit,
Special Use Permit, No. S-
220390005-22040-002

East Contra Costa County Habitat
Conservancy

- CDFW/USFWS approved
Biologist

Professional Affiliations

National Wildlife Federation

San Francisco Bay Bird
Observatory

The Wildlife Society

Conservation measures to be implemented by USBR for Project compliance. Prepared worker environmental awareness training program, provided weekly in person and virtual trainings, and provided on-call compliance services to assist workers with identifying wildlife in the field, and measures to take when listed species were discovered. Coordinated directly with USBR and the Alameda County Water District for work-stoppage and work implementation.

As-Needed Environmental Services, San Jose Water Company, Santa Clara County, California. Lead Biologist/CDFW approved biologist under CDFW LSAA, for multiple projects with the Los Gatos Creek Watershed Maintenance Program. Conducts biological surveys, reporting, surveys for special status animals such as roosting bats, FYLF, CRLF, WPT, steelhead, SFDFWR, compliance monitoring, implementation of best practices associated with RWQCB, CDFW, and USFWS authorizations.

Pavon Creeks and Scow Canyon Mitigation Project, East Bay Municipal Utility District, Contra Costa County, California. Field biologist to complete the final year of a 10-year mitigation and monitoring project instituted to offset impacts from the San Pablo Dam Seismic Upgrade Project. Tasks included assisting with protocol-level aquatic resources delineations, wetland plant cover/diversity vegetation surveys, tree/shrub cover and survivorship assessments, data analysis, and final reporting.

Pleasant Hill Library Project, Contra Costa County, California. Conducted a biological constraints analysis for the 15-acre Pleasant Hill Library site. Constraints identified for future buildout of the site included potential impacts to nesting birds and raptors, identification of the East Fork of Grayson Creek as a potential water of the United States, and City of Pleasant Hill creek setback ordinances.

In-House Water Utility Maintenance Projects, Santa Clara Valley Water District, Santa Clara County, California. Projects included annual maintenance on dams, vegetation management, abatement, treatment plant and facility upgrades, and pipeline maintenance. Provided biological monitoring for CTS, CRLF, WPT, BUOW, Least Bell's vireo, tricolored blackbird, SFDFWR and SJKE. Conducting pre-construction biological surveys, grassland and wetland bird surveys, permit review, environmental impact assessment, and wrote technical reports. Used GIS to ground-truth construction footprints and calculated fees in compliance with the Santa Clara Valley Habitat Conservation Plan.

Eric Schniewind

GEOLOGIST

Eric Schniewind (*AIR-ik SHNEE-wind, he/him*) has 29 years' experience as a geologist, hydrogeologist, hydrologist, and hazardous materials specialist in environmental consulting, with the last 20 years focusing on California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) environmental review. His technical background includes geotechnical engineering, soil and groundwater contamination investigations, environmental remediation planning and implementation, and Phase I environmental site assessments. In addition, Eric has been involved in fault trace identification and landslide hazard studies. His general responsibilities have included providing geological, geotechnical, hydrogeological, and hazardous materials technical support for CEQA/NEPA documents such as Environmental Impact Reports (EIRs), Environmental Impact Statements (EISs), and Environmental Assessments (EAs).



Education

*University of California,
Santa Barbara
BA, Geological Sciences*

Mr. Schniewind has contributed CEQA analysis for a wide range of projects located throughout California, including water infrastructure, wastewater treatment plants, groundwater water supply programs, commercial developments, large-scale residential developments, shoreline projects involving sea-level rise issues, solar and wind energy developments, petroleum refineries, electric grid transmission projects, sports and entertainment arenas, General Plan updates, high-rise developments, military base redevelopments, port redevelopments, transportation improvements, hospital expansions and redevelopments, airports, rocket engine testing, research and development facilities involving radioactive materials, large scale hazardous materials remediation projects, and landfill expansions and redevelopments (also including joint CEQA/NEPA projects). His NEPA experience has included projects for or including the California Coastal Commission, U.S. Navy, U.S. Department of Energy, U.S. Bureau of Reclamation, U.S. Department of Housing and Urban Development, and U.S. Veterans Affairs throughout the western United States.

Relevant Project Experience

Bayview Development EIR, Contra Costa County, California. Conducted technical analysis and data review on landslide hazards for a controversial hillside development and the hydrology and hazardous materials analysis for the EIR. This project required large scale grading efforts that left relatively steep slopes above proposed residential development. Various geotechnical grading, drainage, and other geotechnical mitigation measures were proposed to ensure slope stability.

CSLC NuStar Marine Terminal EIR, Contra Costa County, California. Evaluated geology and hydrology related impacts for this CEQA project entailing the renewal of an operational lease for a Marine Oil Terminal lying within the Carquinez Strait. Major environmental issues analyzed included mitigation of significant impacts to water quality from the handling of ship ballast water, emergency oil spill response, oil product transfer through pipelines that connect wharf to the shoreline, use of marine anti-fouling paints, sea-level rise, and tsunami hazards.

Richmond Chevron Refinery Renewal Project EIR, Richmond, California. Analyzed the potential geologic and hydrologic impacts of the proposed Chevron Renewal Project at their Richmond refinery. The renewal project at

Chevron's refinery in Richmond included replacing the hydrogen plant, reformer, and power plant; improving hydrogen purity; and replacing or upgrading other ancillary equipment; it also involved potential changes to crude oil sources.

General Use Permit Update EIS/EIR, Stanford University, Santa Clara County, California. Provided the analysis for the geology, hydrology, and hazardous materials sections of the EIR for this long-range planning update of the General Use Permit. The General Use Permit authorized an additional increment of campus growth and land use development, anticipated to take place up until 2035.

Brisbane Baylands Specific Plan EIR, City of Brisbane, California. Prepared the geology, hydrology and hazardous materials sections of the EIR for a Specific Plan for an approximately 600-acre planning area in the City of Brisbane. The brownfield site was formerly occupied by a landfill and a railroad yard. The Specific Plan presented for evaluation included a variety of land uses, such as commercial/retail, research and development, civic/cultural, institutional, industrial, residential, and public space/open space. Upon completion, the proposed project would include more than 7 million square feet of non-residential development and approximately 5 million square feet (4,500 units) of medium to high density residential. Major issues included settlement of non-engineered fill and waste materials, hydrology, hazards/hazardous wastes, geology and ground settlement/stability, and sea level rise.

Western SoMa Community Plan, Rezoning of Adjacent Parcels and 350 Eighth Street Project EIR, City of San Francisco, California. Provided the analysis for the geology, hydrology and hazardous materials sections of the EIR that addresses environmental impacts of the Western SoMa Community Plan, Rezoning of Adjacent Parcels, and the 350 Eighth Street Project. These three geographically related projects are located in an area generally bounded by Market, Fourth, Townsend, and 13th Streets in San Francisco. The Western SoMa Community Plan was developed through a community-driven planning process and seeks to protect existing residential enclaves and districts, while attempting to channel commercial and office growth to the southern portion of the plan area, closer to the Caltrain tracks along Townsend Street. Issues included seismic hazards, legacy contaminants, and changes to drainage patterns.

Treasure Island Naval Base and Yerba Buena Island Redevelopment Plan EIR, City of San Francisco, California. Hazardous materials specialist and geologist for the EIR on the redevelopment of the former naval base that had a long history of hazardous materials use. The base was divided into separate areas determined by historical releases of a wide range of contaminants. The proposed project included development of wetland for treatment of stormwater runoff. Geotechnical hazards at the Treasure Island site include the placement of un-engineered fills that are comprised primarily of dredged sediment, the presence of soft Bay Mud deposits, a perimeter berm that is founded on hydraulically placed dredged sediments, liquefaction, settlement, and lateral spreading.

Central District Redevelopment Plan EIR, Oakland, California. Provided the geology, hydrology, and hazardous materials sections of the EIR associated with future development and activities that could occur with proposed amendments to the Central District Redevelopment Project Area in downtown Oakland. This program-level document identified appropriate mitigation measures that would reduce the potential effects of future development. Key issues include tsunami runup, seismic groundshaking hazards, and settlement associated with soft compressible Bay Mud deposits.

Campus Master Plan, CSUMB, Monterey Bay, California. Assisted in the hydrology and water quality analysis of the Campus Master Plan for the Cal State University of Monterey Bay (CSUMB), which is located within the former U.S. Department of Army Ford Ord military base. Issues included the increases in potable water demands, which would be sourced from subbasins that are in the process of meeting Sustainable Groundwater Management Act (SGMA) requirements of attaining sustainability by 2040 through implementation of Groundwater Sustainability Plans.

Josh Saunders, AICP

AESTHETICS

Josh Saunders (*JOSH SAHN-ders; he/him*) is an environmental analyst with 19 years' experience in the research, coordination, and preparation of environmental documents subject to the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). Mr. Saunders provides analytical, technical, and project management support on a variety of projects and environmental topics, including land use and recreation resource analyses. Since joining Dudek, Mr. Saunders has specialized in the preparation of aesthetic and visual resource analyses.

In collaboration with Dudek analysts, planners, registered landscape architects, and design professionals, Mr. Saunders documents existing landscape conditions, assesses potential impacts, and depicts and characterizes anticipated visual change. Mr. Saunders has extensive experience performing aesthetic investigations, landscape evaluations, and impact analyses in urban and rural environments throughout Southern California.

Mr. Saunders's capabilities include field investigations and existing setting documentation; sensitive receptor and key observation point/key view identification; preparation of focused aesthetic memoranda; preparation of detailed analyses and technical reports in accordance with CEQA Appendix G thresholds and/or established regional or local guidelines; regulatory setting research; characterization of impacts and visual effects in a succinct, understandable style; and development of appropriate and successful mitigation measures. Mr. Saunders also works collaboratively with Dudek's design professionals to prepare photo-realistic visual simulations.



Education

*New School of
Architecture + Design
MS, Architecture
(Landscape Architecture
concentration)*

*University of California,
San Diego
BA, Urban Studies and
Planning*

Certifications

*American Institute of
Certified Planners (AICP)*

Professional Affiliations

*American Planning
Association*

*Association of
Environmental
Professionals*

Relevant Project Experience

The Inns at Buena Vista Creek Project EIR, City of Oceanside, California. Served as lead aesthetics analyst for the project EIR that evaluated the construction of a proposed hotel building complex (consisting of three separate hotel buildings) on approximately 12.5 acres located immediately south of State Route (SR) 78 and east of Jefferson Street. Conducted a photographic inventory of the site and surrounding area and obtained photographs used as baseline images in photosimulations of the development from key vantage points in the surrounding area, including SR-78, local roads, and residential neighborhoods. During photographic inventory, assessed the visibility of the project site from multiple vantage points in the surrounding area. Key issues in the aesthetics analysis included obstruction of existing views from SR-78 and alteration of views from the nearby Buena Vista Lagoon.

The Enclave at Ivanhoe, County of San Diego, California. Served as visual resources lead and principal author of visual resources report for the proposed 119-unit, single-family residential development near the Steele Canyon Golf Club in the Valle de Oro community. The visual resources report, prepared in accordance with County of San Diego guidelines, evaluated the visibility of the project site (and potential impacts to existing visual and visual character) from public vantage points in the surrounding area, including roads and hiking and mountain biking trails.

Kaiser Permanente Los Angeles Medical Center Campus Project, City of Los Angeles, California. Provided technical support and served as visual resources lead in the preparation of the project EIR for the phased construction, renovation, and demolition of buildings on the existing Kaiser Permanente Medical Center campus. Key factors considered in the evaluation of impacts to aesthetic resources included proximity of scenic vistas to the medical center campus as well as scale and bulk contrasts between existing and proposed structures. Several multistory buildings were constructed adjacent to one- or two-story residential uses; therefore, land use and visual compatibility were also key environmental topics evaluated in the EIR.

Santa Monica Wellness Center, City of Santa Monica, California. Provided technical support and served as visual resources lead in the preparation of the project EIR for the construction of a new 67,513-square-foot facility dedicated to medical research and development as well as for the construction of an office and outpatient wellness center at 1242 20th Street in the City of Santa Monica. The proposed project would include 59,548 square feet of new construction and adaptive reuse of approximately 7,965 square feet of an existing building (former funeral home).

College Boulevard Improvement Project, City of Oceanside, California. Served as EIR project manager and lead analyst for the City-initiated improvement project that proposes the widening of an approximately 1-mile-long segment of College Boulevard from a four-lane to a six-lane major arterial. The project also proposes curb/gutter improvements and as-needed relocation of utilities to accommodate the widened roadway segment; installation of retaining walls; and relocation of bike lanes, lighting, and sidewalks in various locations along College Boulevard between Waring Road/Barnard Drive and Marcella Street and between Olive Drive and Old Grove Road. Major environmental topics discussed in the project EIR include right-of-way acquisition and traffic and air quality impacts in comparison to the General Plan Circulation Element, which envisions widening College Boulevard to the full six lanes (the project would retain the four-lane configuration of the road south of Olive Drive). The project EIR was certified by the City Council in May 2020.

I-215/Keller Road Interchange, City of Murrieta, California. Provided technical support and acted as lead author and investigator for the visual impact assessment. Subject to California Department of Transportation approval, the project proposes a new full interchange and auxiliary lanes at I-215 and Keller Road in northeast Murrieta. Prepared in accordance with Federal Highway Administration Guidelines for the Visual Impact Assessment of Highway Projects, the assessment included a detailed inventory of existing conditions, including visible scenic resources and the quality of views; a discussion of relevant regulations governing visual resources, including conservation of scenic landscapes and views; and analyses of visual change and viewer response with the support of visual simulations prepared by Dudek design professionals for the build alternatives. As with other environmental documents prepared for the project, the visual impact assessment evaluated a no-build alternative and three build alternatives of the configuration of the interstate interchange.

Matthew Morales

AIR QUALITY SPECIALIST

Matthew Morales is an air quality specialist with 18 years' experience preparing technical analyses for numerous planning and environmental projects related to development, natural resource management, and facility expansion. Mr. Morales is trained in air quality, including toxic air contaminants (TACs) and greenhouse gas (GHG), and he is adept at applying air quality models, such as the California Emissions Estimator Model, Caline4, AERSCREEN, AERMOD, and HARP 2, to perform quantitative analyses for National Environmental Policy Act and California Environmental Quality Act (CEQA) environmental documents, such as environmental impact reports (EIRs), initial studies (ISs), and mitigated negative declarations (MNDs).

Project Experience

San Pablo Municipal Broadband Project IS/MND, San Pablo, California. The proposed San Pablo Municipal Broadband Project includes the installation of a fiber-optic ring, spur lines (or running lines), and aggregators that connect to the fiber-optic ring infrastructure. From these aggregators (either in prefabricated fiber huts or existing equipment rooms in existing commercial buildings), the fiber-optic cables would travel along existing streets (below ground) into vaults or utility cabinets and to and from the handholes/cabinets directly to customers. Prepared the IS/MND sections to address air quality and GHG emissions impacts of the project.

WETA Alameda Main Street Ferry Terminal Refurbishment Project IS/MND, City of Alameda, California. The project would include replacement of the existing bridge walkway and foundation, and replacement of the gangway, float, guide piles, and upgrades to utilities at the project site. Assessed the air quality, energy, and GHG impacts associated with the project.

Station Avenue Project – Central Rohnert Park Priority Development Area Plan EIR Consistency Review, City of Rohnert Park, California. The Station Avenue Project is within the Central Rohnert Park Priority Development Area Plan area. This analysis was prepared to evaluate the consistency of the project with the Priority Development Area EIR. The project would remove the two existing buildings (former State Farm Insurance building and City's Corporation Yard), surface parking lots, trees, and grass areas and would result in the construction of a central business district, urban neighborhood, and new downtown area for the city. As part of the consistency review, an HRA was performed that assessed potential cancer and chronic health risk at existing residences proximate to the site, as well as operational health risk for the new residents associated with exposure to TACs from major roadways and the adjacent Sonoma-Marín Area Rail Transit operations.

Creative Arts and Holloway Mixed-Use Project EIR, San Francisco State University, San Francisco, California. The proposed project includes construction of new housing, neighborhood-serving retail, and student support services on the south side of Holloway Avenue, and construction of the Creative Arts replacement building and concert hall on the north side of the Holloway Avenue/Font Boulevard intersection. The project would also include preparation and



Education

*University of California,
Davis
BS, Environmental
Toxicology*

Professional Affiliations

*Association of
Environmental
Professionals
Air and Waste
Management Association*

implementation of design guidelines, transportation and parking improvements, utility connections, storm drainage improvements, landscaping, and lighting. Prepared the air quality and GHG chapters of the EIR for the project.

Avram Apartments Air Quality and GHG Technical Memorandum, City of Rohnert Park, California. Served as air quality analyst. Assessed the criteria air pollutant, GHG, and TAC emissions associated with the construction and operation of the Avram Apartments project. A construction health risk assessment was prepared to estimate potential risk of proximate sensitive receptors from exposure to diesel exhaust from construction equipment and trucks. An operational health risk assessment was also prepared to estimate potential risk of on-site residents to diesel particulate matter from truck traffic on Highway 101.

Oakmont Senior Assisted Living Facility IS/MND, City of Novato, California. As the air quality analyst, assessed the criteria air pollutant and GHG emissions associated with construction and operation of the proposed assisted living community within the City of Novato.

Clearwater at Sonoma Hills Assisted Living and Memory Care Facility IS/MND, City of Rohnert Park, California. As the air quality analyst, assessed the criteria air pollutant and GHG emissions associated with construction and operation of the project, which includes development of an assisted living and memory care facility within the City of Rohnert Park.

Residences at Five Creek Project IS/MND, City of Rohnert Park, California. As the air quality analyst, assessed the criteria air pollutant, GHG, and TAC emissions associated with the construction and operation of the Residences at Five Creek mixed-use and City public safety and public works facility. A construction health risk assessment was prepared to estimate potential risk of proximate sensitive receptors from exposure to project-related diesel exhaust from construction equipment and trucks. A cumulative operational health risk assessment was also prepared to estimate potential risk of on-site residents to TACs from permitted stationary sources within 1,000 feet of the project site.

Idaho-Maryland Mine Project Air Quality and GHG Technical Report, Nevada County, California. Prepared the air quality and GHG emissions technical report for the project. The project proposes to reinstate underground mining and ore processing of the Idaho-Maryland Mine in unincorporated Nevada County. The proposed facilities and operations would be located on two properties owned by Rise Grass Valley Inc., referred to as the Centennial Industrial Site and the Brunswick Industrial Site. Specific tasks include construction and operational criteria air pollutant and GHG emissions estimates, as well as a health risk assessment to analyze TAC (such as diesel particulate matter) exposure at off-site sensitive receptors.

Grapevine Project Air Quality and GHG Technical Report, Tejon Ranch Corporation, Kern County, California. Prepared the air quality and GHG emissions technical report for the project. The Grapevine Specific Plan project, which is located in the west-central portion of 270,000-acre Tejon Ranch, would be developed as a residential community and employment center within 4,780 acres of the 8,010-acre property. The project, which includes up to 12,000 residential units and 5.1 million square feet of commercial and light industrial land uses (including a community college and medical campus), is designed as a series of conveniently located village centers, each composed of a mix of housing, neighborhood-serving retail and office uses, schools, parks, and community services. Specific tasks include construction and operational criteria air pollutant and GHG emissions estimates, industrial source emissions calculations, odor assessment, Valley Fever assessment, and other air quality topics.



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**Statement of Qualifications for
A. Environmental Planning Services**

Prepared for:
City of Pinole
Community Development Department
05206.0001.Q

May 6, 2024



A. COVER LETTER

May 6, 2024

Lilly Whalen, Community Development Director
City of Pinole
Community Development Department
2131 Pear Street
Pinole, CA 94564

Subject: Statement of Qualifications for A. Environmental Planning Services

Dear Ms. Whalen:

The City of Pinole (City) is a bayside community known for its small-town charm and historic downtown. In line with its commitment to delivering efficient services to the community, the City is seeking qualified consultants to provide on-call and environmental planning services to support its planning policy work and future development projects. FCS International, Inc., doing business as FirstCarbon Solutions (FCS), has more than 41 years of experience in providing environmental consulting services to clients throughout the State. FCS is interested in providing **environmental planning services** to the City, including the preparation of California Environmental Quality Act (CEQA) documents, peer review of various technical studies, coordination of public outreach and community participation, and attendance and presentations at public hearings and meetings. We are uniquely qualified to provide the City's required services for the following reasons:

- **We are local and accessible to the City.** If selected, FCS will perform the required services from our office at 2999 Oak Road, Suite 250, Walnut Creek, California, which is located approximately 13 miles from the City's office. Because of our geographic proximity to and familiarity with the City, we will be available to anticipate controversial issues, devise solutions, and efficiently respond to project needs and agency concerns throughout the duration of the on-call contract.
- **We have substantial experience in providing on-call services for Bay Area cities, including recent and active projects in Contra Costa County.** We currently hold 122 on-call contracts with clients throughout the State; 42 of which are in the Bay Area, including the cities of Hercules, Richmond, Walnut Creek, Pittsburg, and San Ramon, and the County of Contra Costa. FCS's consistent project performance is exemplified by the long-term relationships with lead agencies and city staff, as many of our on-call contracts are in their fourth or fifth renewal period. Our current on-call contracts involve CEQA services that are similar in scope and complexity to those requested by the City. Furthermore, FCS has provided services in support of more than 210 projects in Contra Costa County for more than 21 years. Specifically, FCS prepared an Environmental Impact Report (EIR) and peer reviewed technical studies for the **Oak Road Townhouse Condominiums Project** in unincorporated Contra Costa County and completed an Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the **100 38th Street Project** in the City of Richmond. We also

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Fresno, CA 93720

Inland Empire
967 Kendall Drive
#A-537
San Bernardino, CA 92407

Sacramento Valley
2351 Sunset Boulevard
Suite 170-301
Rocklin, CA 95765

Utah
2901 Bluegrass Boulevard
Suite 200-62
Lehi, UT 84043

Connecticut
2 Corporate Drive
Suite 450
Shelton, CT 06484

New York
10 Monument Street
Deposit, NY 13754

56 Broome Corporate Parkway
Conklin, NY 13748

CANADA

UNITED KINGDOM

PORTUGAL

FRANCE

KENYA

AUSTRALIA

PHILIPPINES

CHINA

MALAYSIA

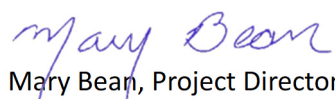
SINGAPORE

provided archaeological services for the **Fairfax Pavilion Foundation Replacement/Accessibility Improvements Project** in the Town of Fairfax; prepared Initial Studies/Mitigated Negative Declarations (IS/MNDs) for the **Browns Valley Subdivision Project** in the City of Napa and the **Baumgardner Ranch Development Project** in City of Cloverdale; completed an addendum to the North Entry Area Plan (NEAP) EIR for the **North Village Project** in the City of Healdsburg; and provided CEQA review services for the **Canine Early Development Center and Veterinary Clinic** in the City of Santa Rosa.

- **We specialize in preparing legally defensible documents.** FCS has established a superior record of legal defensibility for the environmental documents we prepare. In most cases, our clients have avoided litigation entirely because of our strict adherence to regulatory content and processing requirements. Our quality assurance/quality control (QA/QC) and peer review processes, supported by an in-house legal team with substantial experience in environmental litigation, further bolster this process and the legal sufficiency and technical adequacy of the environmental documents we prepare.
- **We are highly experienced in streamlining the CEQA process and have prepared CEQA streamlining checklists for the City to support the production of housing to meet Regional Housing Needs Allocation requirements.** FCS works with clients to leverage previously prepared environmental documentation to streamline the environmental compliance process, while ensuring legal defensibility. FCS has prepared and/or is preparing more than 60 checklists. These include checklists for residential projects and mixed-use projects with residential elements, such as the **Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project** in the City of Richmond, the **Fairfax Pavilion Foundation Replacement/Accessibility Improvements Project Archaeological Services** in the Town of Fairfax, and the **Addendum to the NEAP EIR for the North Village Project** in the City of Healdsburg.

Thank you for the opportunity to submit this Statement of Qualifications (SOQ). FCS has reviewed the Consulting Services Agreement (including insurance requirements) in the City's Request for Proposals (RFP). We would like to include language regarding site conditions and request certain amendments to the Agreement. Please see our notes in *I. Required Statements/Documents* section of our SOQ. This SOQ is valid for a period of 90 days. We acknowledge receipt of Addendum 1 and Addendum 2. If you have any questions or would like to discuss your specific needs in more detail, please contact me at 415.713.5223 or mbean@fcs-intl.com.

Sincerely,



Mary Bean, Project Director
FirstCarbon Solutions
2999 Oak Road, Suite 250
Walnut Creek, CA 94597

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Walnut Creek, CA 94597

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Fresno, CA 93720

Inland Empire
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#A-537
San Bernardino, CA 92407

Sacramento Valley
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Suite 170-301
Rocklin, CA 95765

Utah
2901 Bluegrass Boulevard
Suite 200-62
Lehi, UT 84043

Connecticut
2 Corporate Drive
Suite 450
Shelton, CT 06484

New York
10 Monument Street
Deposit, NY 13754
56 Broome Corporate Parkway
Conklin, NY 13748

CANADA

UNITED KINGDOM

PORTUGAL

FRANCE

KENYA

AUSTRALIA

PHILIPPINES

CHINA

MALAYSIA

SINGAPORE

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B. BRIEF COMPANY PROFILE

Founded and incorporated in 1982, FCS is a California Corporation that has provided hundreds of local government, State, and federal agencies, as well as private development clients with on-call environmental planning services, including, but not limited to, the preparation of EIRs/Environmental Impact Statements (EISs), Initial Studies, Mitigated Negative Declarations (MNDs) or Negative Declarations (NDs), Environmental Assessments (EAs), technical studies, Mitigation Monitoring and Reporting Programs (MMRPs), and associated notices. FCS has prepared a full range of environmental documentation for a variety of projects, including planned communities, residential subdivisions, industrial, commercial, retail, mixed-use, waste treatment facilities, transportation facilities, schools, theaters, landfills, dams, reservoirs, cemeteries, churches, and golf courses. FCS serves clients in the Western United States with more than 130 staff members located in Walnut Creek, Sacramento, Fresno, Irvine (HQ), and San Bernardino.

Preparing CEQA/NEPA Environmental Documents

FCS has extensive and proven experience providing environmental consulting services to municipalities and agencies throughout California. For more than 41 years, FCS has completed technical studies and environmental compliance documents for more than 8,000 projects. FCS's unique understanding of the region and its resources is exemplified by our long-standing relationship with several municipalities in the Bay Area. FCS's broad-based environmental services include:

- CEQA/National Environmental Policy Act (NEPA) Documentation
- Climate Action Plans (CAPs)
- Construction and Mitigation Monitoring
- Development Applications and Entitlements Processing/Review
- Due Diligence-level Site Assessments
- Energy Analyses
- Expert Witness Testimony, Peer Review, and Consensus Building
- Geographic Information System (GIS)
- Hazardous Materials Risk Analyses
- MMRPs
- Municipal Ordinance Updates
- Noise Impact Analysis
- Opportunities and Constraints Analyses
- Phase I Environmental Site Assessment (ESA)
- Public Outreach Programs (Websites, Microsites, Scoping Meetings, Public Noticing, Mailing Lists, Public Hearings)
- Renewable Energy Site Assessments
- Site-specific Community Planning
- Specific Plans
- Sustainable Community Analyses
- Visual Impact Assessments
- Zoning Compliance and Permits

Technical Capabilities

FCS understands that strong leadership, responsiveness, and a highly experienced team of experts will be key to the success of future City projects. FCS's staff includes a cadre of experienced project managers

and a deep bench of technical specialists who are experts in the fields of air quality and greenhouse gas (GHG) emissions analysis, noise analysis, and biological, cultural and archaeological, historic, visualization/GIS, and sustainability planning services. FCS ensures that we always have the capacity to support the City's projects in providing seamless services on short notice and expediting the preparation of technical and environmental documentation, as needed, to meet funding deadlines, client expectations, and key project milestones.

FCS's **air quality, GHG emissions, and energy services** include:

- Air Quality and GHG Emissions Analyses
- Air Quality Mitigation Monitoring and Strategies
- Dispersion Modeling
- Electricity Consumption Computation
- Emission Inventories and Quantification
- Energy Consumption Estimates
- Expert Testimony, Peer Review, and Consensus Building
- Fugitive Dust Control and Construction Mitigation Plans
- General Conformity Analysis
- Health Risk Assessments (HRAs)
- Inter-agency Consultation
- Legally Defensible Air Quality and Climate Change CEQA and NEPA Analyses
- Off-site Mitigation Requirements
- Indirect Source Review (ISR) Applications
- On-site and Off-site Construction Equipment and Vehicle Fuel Computation
- Regulatory Compliance Assistance
- Renewable Energy Site Assessments
- Review and Analysis of New Rules and Regulations
- Software/Tracking Solutions
- Stationary Source Compliance Audits

FCS's **biological resources management and regulatory compliance services** include:

- Biological Surveys and Assessments
- California Department of Fish and Wildlife (CDFW) Fish and Game Code Compliance 1600
- Clean Water Act (CWA) Compliance (Sections 401 and 404)
- Construction Monitoring and Reporting
- Due Diligence/Constraints Analysis
- Endangered Species Act Compliance (Sections 7 and 10)
- Endangered Species Surveys
- Habitat Characterizations, Mapping, and Impact Analyses
- Habitat Conservation Plans
- Mitigation and Restoration Plans
- Mitigation Monitoring and Reporting
- Multiple Species Habitat Conservation Plans (MSHCPs)
- Pre-construction Surveys
- Regulatory Permitting
- Resource Management Plans
- Sensitive Species Investigations
- Special-status Species Surveys
- Wetlands Delineation and Permitting

FCS's **regulatory compliance services** include:

- CDFW Section 1600 Streambed Alteration Agreements (SAAs)
- Integrated Waste Management Plans
- Regional Water Quality Control Boards (RWQCBs) Section 401 Water Quality Certifications
- Special Area Management Plans
- US Army Corps of Engineers (USACE) Section 404 Nationwide Permit Applications
- USACE Section 404(b)(1) Alternatives Analyses
- US Fish and Wildlife Services (USFWS) Sections 7 and 10 Endangered Species Consultation
- Wetland Delineations/Permitting

FCS's **cultural resources management services** include:

- Archaeological Surveys, Testing, and Salvage
- Architectural Historic Resources
- Archival Research
- Architectural Viewshed Studies
- Area of Potential Effects Maps
- Assembly Bill 52 Consultation
- CEQA-compliant Reports
- Construction Monitoring and Reporting
- Context Statements
- Cultural Resources Design Guidelines
- Cultural Resources Evaluations (Section 106)
- Cultural Resources Inventories
- Curation and Documentation
- Determinations of Eligibility
- Due Diligence/Constraints Analysis
- Field Surveys
- Historic American Building Survey Reports
- Historic American Engineering Record
- Historic Property Survey Reports
- Historic Resources Compliance Reports
- Legislative and Policy Analyses
- Literature and Record Searches
- Municipal Code Amendments
- Municipal Ordinance Updates
- National Historic Landmarks Nominations
- Native American Consultation
- Paleontological Surveys and Salvage
- Phase I, II, and III Cultural Resources Assessment (CRA) Reports
- Photo Documentation
- Preservation Plans
- Salvage of Fossils, Artifacts, and Ecofacts
- Site Assessment Prior to Construction
- Site Recordation
- Treatment Plans
- Tribal Consultation

FCS's **noise services** include:

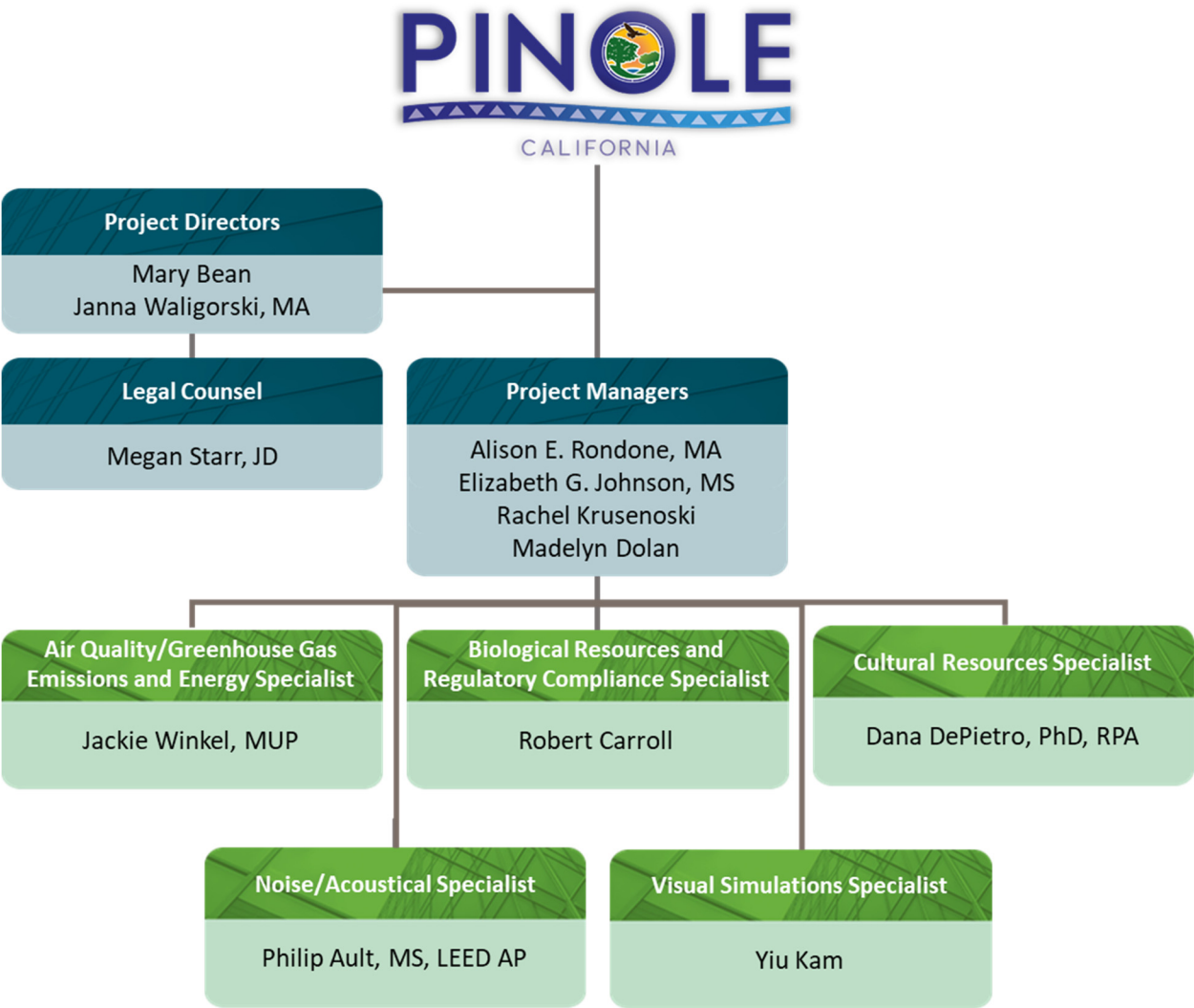
- Construction Noise and Vibration Measurement, Analysis, and Control
- Environmental Noise Surveys and Title 24 Compliance
- Expert Testimony
- Ground Vibration Prediction and Control
- Highway Noise Modeling and Control
- Noise Abatement Evaluation
- Noise and Vibration Measurement and Analysis
- Noise Modeling (Federal Highway Administration [FHWA] RD-77-108, SOUND32 Noise Model, FHWA Traffic Noise Model (TNM) 2.5, SoundPLAN 8.1)
- Point Source Noise Impact Modeling and Mitigation Planning (e.g., HVAC Systems)
- Traffic and Transportation Noise and Vibration Prediction and Control

FCS's **aesthetics, GIS, graphics, and visualization services** include:

- GIS Mapping and Analyses
- Scenic impact analysis (per local, State, and federal methodologies)
- Viewshed analyses
- Visual simulations
- Shade and shadow analyses
- Perspective renderings
- 3-D modeling, walkthroughs, flythroughs, and animations

C. ORGANIZATION AND STAFFING

Our management structure is illustrated in the organization chart below, followed by brief biographical sketches of each of our proposed staff, highlighting their qualifications, licenses, and experience. Résumés for the key personnel are included in *H. Résumé, Relevant Projects/Services with References* section of this SOQ.



Project Directors

The following Project Directors will provide senior oversight in all aspects of project delivery, including the performance of work, the preparation of environmental documents, the coordination of QA/QC activities, and the overall contract and financial management, to ensure that services are provided

expeditiously and cost effectively. All Project Managers will report directly to Ms. Bean and Ms. Waligorski.

Mary Bean has more than 29 years of experience managing the preparation of CEQA and NEPA documents in both the public and private sectors. She is knowledgeable about a broad range of environmental topics, backed by her experience in the field, research, technical writing, and planning. She specializes in leading interdisciplinary teams in the preparation of technical studies that support environmental clearance at the local, State, and national levels. Her depth of experience allows her to effectively strategize with clients about the most efficient approach to environmental review. In her 12 years with FCS, Ms. Bean has successfully led FCS's services on more than 800 projects. She also manages 55 of our on-call contracts, including contracts with the cities of Hercules, Richmond, Walnut Creek, Pittsburg, and San Ramon, and the County of Contra Costa.

Janna Waligorski, MA, has more than 16 years of experience managing the preparation of CEQA and NEPA documentation, and has extensive experience preparing a wide range of planning and environmental impact analysis documents for jurisdictions throughout California. She has actively overseen the compilation and completion of EIRs, IS/MNDs, EAs, Addenda, and MMRPs. She has completed CEQA and/or NEPA documentation for mixed-use, residential, commercial, retail, transportation, industrial, recreational, and institutional projects, with extensive work on constraints analyses, land use compatibility, transportation and circulation issues, farmland conversion, and visual impacts (aesthetics). Ms. Waligorski also offers experience in GIS and graphic applications, which allows her to understand and articulate complex spatial concepts.

Project Managers

In addition to overall project management, the following Project Managers will oversee the provision of CEQA documentation services, including regulatory compliance guidance, public meeting facilitation, and coordination of subconsultants and internal team members. They will also serve as liaisons to City staff and to the community for presentations and meetings.

Alison E. Rondone, MA, has more than 44 years of experience in project management and environmental (CEQA/NEPA) compliance. She specializes in land use and planning, policy consistency analysis, visual impact analysis, transportation infrastructure, and cumulative impacts analysis. She has managed an array of projects, including transit-oriented and sustainable development projects. Ms. Rondone also has experience in processing development and redevelopment applications, reviewing proposed projects for compliance with design guidelines and zoning codes, reviewing engineering drawings, assessing preliminary and final plats, and processing Conditional Use Permits (CUPs) and other permit applications.

Elizabeth G. Johnson, MS, offers more than 35 years of experience in transportation planning, inter-agency coordination, community outreach, grant management, and consensus building, which she mastered through working as a community volunteer and working with government agencies and the

private sector. Ms. Johnson is also experienced in planning for land reuse and redevelopment and for housing. She is well versed in managing processes to ensure adherence to federal laws, such as the National Historic Preservation Act (NHPA) Section 106, Endangered Species Act Section 7, and NEPA. Furthermore, she is proficient in the provisions of CEQA and other State regulations.

Rachel Krusenoski is a skilled environmental and transportation planner with more than 6 years of relevant experience. She is proficient in CEQA, NEPA, and State regulations, as she has actively managed the preparation and completion of environmental documents, including Initial Studies, MNDs, EIRs, EAs, and associated technical studies for aviation, transit, water resource, and residential planning projects. Ms. Krusenoski is also experienced in facilitating public outreach programs and public meeting presentations. Apart from her project management skills, Ms. Krusenoski is well versed in various graphic design software, including Aeronautical Reconnaissance Coverage Map (ArcMap) and GIS. She is also proficient in the Adobe Creative Suite programs, including InDesign, Illustrator, and Photoshop.

Madelyn Dolan has more than 6 years of relevant experience. She is knowledgeable in public policy, community organization, legal empowerment, and research. Ms. Dolan has substantial knowledge in CEQA and NEPA, which she gained from her experience in assisting with the preparation of various environmental documents, such as EIRs and MNDs. Ms. Dolan has extensive experience in organizing sustainability events, implementing educational programs in relation to waste reduction and environmental justice, developing sustainability guidelines, and coordinating with key stakeholders for various projects.

Legal Counsel

Megan Starr, JD, is a licensed Attorney with more than 24 years of experience in providing support and direction to multiple stakeholders on large projects involving State and federal environmental laws, including CEQA, the Endangered Species Act, the Migratory Bird Treaty Act (MBTA), the NHPA, the Clean Air Act (CAA), and the CWA. She has represented a wide variety of public agencies, including cities, counties, school districts, community services districts, transportation agencies, and water districts, on issues related to environmental and land use planning. Ms. Starr has also assisted in the preparation of numerous environmental documents, including EIRs/EISs, Categorical Exclusions, Findings of No Significant Impact (FONSIs), NDs, MSHCPs, and MMRPs. In addition to providing legal counsel services, Ms. Starr has served as a CEQA Guidelines Project Manager and has prepared and distributed customized CEQA Guidelines and related forms for more than 60 different public agencies. ***Ms. Starr will support FCS's QA/QC process by reviewing all CEQA deliverables to ensure legal defensibility and will advise the FCS team on various State and local regulatory matters that may arise during the performance period of the on-call contract.***

Air Quality/Greenhouse Gas Emissions and Energy Specialist

Jackie Winkel, MUP, is an environmental and air quality planning professional with more than 12 years of experience in air quality and GHG emissions impact analyses, urban planning, and project

management. Ms. Winkel has a thorough knowledge and understanding of air quality analysis, including factors affecting air pollution distribution, emissions quantification, and mitigation strategies. She is well versed in the CEQA process and in reviewing and commenting on air quality and GHG emissions analyses in CEQA documents. Additionally, Ms. Winkel is knowledgeable in the implementation and analysis of Bay Area Air Quality Management District (BAAQMD) CEQA guidelines and thresholds and proficient in the use of air quality and GHG emissions models, such as California Emissions Estimator Model (CalEEMod), American Meteorological Society/Environmental Protection Agency Regulatory Model (AERMOD), OFFROAD, and Emission FACTors (EMFAC). She is proficient in communicating with, and presenting to, local government staff, consultants, the general public, and other stakeholders. Ms. Winkel also has experience in training, supervising, and guiding junior level staff. ***Ms. Winkel will be responsible for the preparation of the Air Quality/GHG Emissions and Energy Analyses, as needed, for the City's future projects.***

Biological Resources and Regulatory Compliance Specialist

Robert Carroll has more than 15 years of experience in environmental analysis, biological resources, and regulatory permitting. As a Biologist and Regulatory Specialist, Mr. Carroll's expertise includes multi-agency regulatory permitting and compliance (NEPA, CEQA, and California and federal Endangered Species Acts), natural resource assessments, special-status flora and fauna species surveys, construction compliance monitoring, and wildlife habitat assessments. Mr. Carroll has extensive experience managing wetland delineation projects and performing regulatory permitting pursuant to the jurisdiction of the CDFW, RWQCB, USACE, and other local and regional agencies and organizations. He is well versed in the CWA Sections 404 and 401 permitting and the CDFW Code 1602 permitting. ***Mr. Carroll will be responsible for obtaining permits from regulatory agencies and preparing the Biological Resources and Wetland Studies, as needed, for the City's future projects.***

Cultural Resources Specialist

Dana DePietro, PhD, RPA, is a Registered Professional Archaeologist (License No. 13517) who meets the Secretary of the Interior's Standards for historic preservation programs in archaeology. Dr. DePietro has more than 21 years of experience in all aspects of cultural resources management, including prehistoric and historic archaeology, paleontology, materials conservation, history of art and architecture, and community engagement. He has experience in compliance with NEPA, CEQA, the NHPA, and the Archaeological Resources Protection Act. Dr. DePietro has completed cultural resource projects that have involved agency, client, Native American, and subcontractor coordination; treatment plans and research design development; archival research; field reconnaissance; site testing; data recovery excavation; construction monitoring; site recordation; site protection/preservation; mapping/cartography; spatial analysis/GIS; laboratory analysis; materials conservation; artifact curation and exhibition; and report production. He has completed projects in California within the jurisdiction of the Bureau of Land Management (BLM) and other federal agencies requiring compliance with Section 106 of the NHPA. He has also completed projects throughout California under CEQA for State and local governments and municipalities and has worked with clients to ensure deliverables meet and exceed the standards set by

the California Office of Historic Preservation (OHP). ***Dr. DePietro will be responsible for the preparation of the Cultural Resources Studies, as needed, for the City's future projects.***

Noise/Acoustical Specialist

Philip Ault, MS, LEED AP, has more than 18 years of experience in noise environmental impact analysis. As the Director of Noise Services, Mr. Ault is responsible for overseeing climate-sustainability strategy, noise studies, and environmental management systems and regulatory compliance with CEQA and NEPA requirements. He has prepared project-level technical noise analyses and programmatic noise and vibration impact analyses for programmatic-level CEQA analyses, including general plans, general plan updates, and specific plans. Mr. Ault has managed more than 900 projects that included the coordination of technical teams across multiple disciplines, firms, and municipal staff. In the past five years, Mr. Ault has also taken on the management of multiple CEQA and NEPA projects that involved the preparation of Addenda, Exemptions, Initial Studies, EIRs, and EAs. In his role as Manager of the Noise Team, he trains staff on conducting field noise measurements in compliance with FHWA, California Department of Transportation (Caltrans), Federal Transit Administration (FTA), and Housing and Urban Development (HUD) standards, as well as providing director-level review of all noise analyses. Mr. Ault also provides senior oversight, peer review, and expert testimony for FCS's noise services. ***Mr. Ault will be responsible for the preparation of the Noise/Acoustical Studies, as needed, for the City's future projects.***

Visual Simulations Specialist

Yiu Kam is a multi-disciplinary Designer specializing in developing meaningful and compelling visual tools for stakeholder and community consideration and collaboration. With more than 18 years of graphics expertise in the urban planning, long range planning, and environmental planning fields, Mr. Kam keenly understands the power of effective visual communication to educate, inform, and inspire an audience. He specializes in creating visual simulations and renderings for development projects undergoing CEQA review, with special consideration of viewshed corridors and compatibility with surrounding land uses. His workflow, developed over the years, ensures the geographically accurate and photorealistic depiction of a project's buildings, landscaping, and grading within an existing environment. Mr. Kam also has award-winning graphic communications experience in developing creative campaigns for various projects that encompass the disciplines of graphic design, project and event branding and art direction, informational animation videos, social media, and web design/user interface. ***Mr. Kam will be responsible for providing full-service GIS mapping, graphics, and visual simulations services, as needed, for the City's future projects.***

D. DESCRIPTION AND APPROACH

General Approach

FCS's goal is to provide cost-effective, technically sound, and legally defensible environmental consulting and documentation services to our municipal clients. To this end, we emphasize frequent, informal

communication with the City and prepare concise verbal and written summaries of project information that can be readily shared with project participants and City staff. Our firm's management style of "No Surprises" means that if we encounter a challenge or constraint, we will immediately notify the City and be prepared to provide proven, short- and/or long-term strategies for remedying any situation we encounter, including emergencies and delays. Our project management philosophy revolves around an infrastructure of effective communication and problem-solving acumen, and the repeat business we receive from our municipal clients is a result of our focused customer service philosophy.

To effectively manage the CEQA process, FCS will work with City staff to leverage previously prepared environmental documentation with the collection of new, detailed environmental data necessary to analyze a project pursuant to CEQA requirements. Our approach facilitates the development of a comprehensive impact analysis while streamlining the environmental compliance process, which saves our clients time and money.

FCS encourages our municipal clients to integrate environmental considerations early in the project planning and design process so that environmental opportunities and constraints can be taken into account in the project design. Our experience has shown that by proactively incorporating environmental and permitting considerations into the project at the earliest feasible time (i.e., conceptualization, design, and planning phases), project proponents can reduce and, in some instances, eliminate the need for additional regulatory permits that can add months or even years to project completion schedules and substantially increase project costs. Our approach also prevents "scope creep," which often occurs when project designs change after technical studies have been completed. FCS is also unique in that we employ an in-house legal counsel who assists our management team in preparing legally defensible documents that can withstand public scrutiny and potential legal challenge.

Developing Project Description and Context

One of the most important factors in preparing a legally defensible environmental document is having a complete and accurate understanding of the proposed project/action prior to initiating environmental analyses or review. Taking the time to fully describe "the whole of an action" can result in significant time and cost savings for our clients. Further, initiating technical studies or environmental analyses at the appropriate time eliminates the need to backtrack and duplicate/redo field efforts or technical analyses due to new or changed project circumstances. FCS will assist the City in defining the precise location and boundaries of all of the components, facilities, and associated infrastructure required to construct and operate a proposed project. FCS will also assist the City in identifying opportunities to keep projects moving forward despite uncertainties. For example, if a specific utility alignment is not yet known, the FCS team can evaluate a much larger area in the field to provide flexibility in the project design while allowing the environmental studies to proceed.

Conducting Preliminary Environmental Compliance Review

FCS's proposed approach to preparing environmental documentation is a reflection of our cumulative experience dealing with the preparation of documentation for every type of project. After conducting a

preliminary environmental compliance review to determine whether a project is subject to CEQA, FCS then considers whether a Statutory or Categorical Exemption may apply, and we evaluate whether a project is eligible to utilize or “stack” one or more of the applicable CEQA streamlining provisions.

CEQA does not have any specific procedures for when it is determined that an exemption applies, so the City would follow their usual procedures for finding if a CEQA Exemption is applicable. If a project appears to meet all criteria, FCS can prepare a simple Notice of Exemption (NOE) for the City’s review, or we can prepare supporting technical studies that affirm the applicability of the exemption. While there is no requirement that a lead agency must respond to comments on an exemption finding, it is good practice to do so and one that FCS recommends. Once the action is approved, the NOE should be filed with the County to start the 30-day statute of limitations.

Preparing Initial Studies

When it is determined a project/activity is subject to CEQA and no Statutory or Categorical Exemptions apply, FCS may recommend to the City to prepare an Initial Study to determine whether an EIR needs to be prepared, or an ND or MND is the appropriate level of documentation. In certain instances, we know early on that a proposed activity will have the potential to significantly impact the environment and that preparation of an EIR will be required. In these cases, depending upon the project circumstances, FCS can either bypass the preparation of an Initial Study and immediately proceed with preparing the EIR, or we can determine that it is still beneficial to prepare an Initial Study in order to focus an EIR on only those potentially significant effects.

Preparing EIRs

When there is substantial evidence a proposed project may have significant impacts on the environment, FCS provides the technical capabilities and expertise necessary to assist our clients in preparing an EIR, including, but not limited to, defining the project description; identifying project stakeholders and creating/maintaining a mailing list; preparing the Notice of Preparation (NOP) and providing a 30-day review period; conducting public scoping; preparing supporting technical reports and an Administrative Draft EIR for internal review; preparing and circulating the Public Draft EIR for a 45-day review period; drafting responses to comments received in response to the Draft EIR; preparing a Final EIR, including responses to comments, an MMRP, and an executive summary; and preparing Findings of Fact and, if necessary, a Statement of Overriding Considerations to support a lead agency’s final decision on the project.

Preparing Technical Studies

Depending on the project, there may be a need to initiate technical studies to support the environmental analyses and/or engineering feasibility studies. FCS has extensive experience in conducting initial site assessments and preparing air quality/GHG emissions assessments, energy analyses, noise assessments, HRAs, biological resources assessments (BRAs), cultural/historical resources assessments, and other technical reports, as required. Our teaming partners (Cameron-Cole, LLC

[Cameron-Cole], Ninyo & Moore, Fehr & Peers, and W-Trans) also have ample experience in providing hazards/hazardous materials, hydrological/geotechnical, and traffic/transportation technical services to clients throughout California. For each project that we undertake for the City, FCS will manage our team of technical specialists and provide any billing detail and reporting to the City on behalf of our teaming partners.

Handling Public Input Processes and the Presentation and Dissemination of Public Information for Review/Comment

FCS will help the City ensure that responses to public comments received on the environmental documents are complete and adequate for purposes of CEQA. We can assist the City in preparing robust community outreach plans that include ongoing public engagement opportunities, or we can simply attend public hearings either to answer questions on the City's behalf or present our findings to the decision-making body. Should any additional/new public comments or general opposition be raised at these meetings and hearings, FCS's management team can assist the City in appropriately responding to these comments. FCS has selected a qualified team with strong written, graphic, and verbal skills to accommodate the City's needs in developing, providing, and presenting information and materials to all project stakeholders in both formal and informal settings.

Leveraging Knowledge of Local, State, and Federal Regulations

FCS regularly works with regulatory agencies through the CEQA process to identify, discuss, and resolve key environmental issues, as well as during the regulatory permitting phases of projects. We have professional working relationships with local, State, and federal agency staff, and can facilitate discussions and meetings, as needed, to raise issues for discussion and resolution. Our management and technical staff have excellent working relationships with the OHP, Caltrans, CDFW, California's RWQCBs, and the USACE. We have in-depth experience in Section 106 compliance and reports for cultural resources, obtaining 404 permits from the USACE, preparing water quality certificate applications for the RWQCBs, and obtaining SAAs from the CDFW.

Ensuring Compliance with Processing and Legal Requirements

FCS regularly prepares CEQA documentation for highly controversial projects and we have established an excellent record of legal defensibility for the environmental documents we prepare. We exercise particular care to ensure that FCS's environmental documents contain thorough environmental analyses and explicitly document all data sources and research contacts. This approach reduces the potential for successful legal challenge and assists lead agencies in preparing the administrative record, when so required. FCS's staff is experienced in conducting environmental documentation for controversial projects, and we have developed research and documentation techniques that minimize avenues for legal challenge. FCS's in-house legal counsel regularly monitors CEQA court decisions and CEQA Amendments to keep FCS Managers abreast of legal precedents and compliance issues. FCS Project Managers are well versed in the various processing requirements that apply to specific types of environmental documentation, including minimum circulation periods, distribution and noticing

requirements, and processing timelines. FCS also adheres to a rigorous QA/QC process that is described in greater detail below.

Managing Quality Control

The first step in our process involves ensuring consistency among technical studies and related deliverables. Upon project initiation, all team members are provided with a copy of the agreed-upon scope of work (Scope), allowing every individual involved with the project to have the same understanding of the required work products, the content of the work products, and the prevailing schedule/budget constraints. FCS also strives to develop the CEQA project description as early in the process as possible and secure approval by the applicant and lead agency prior to initiating the bulk of the technical analyses. This allows us to provide a consistent project description and supporting project graphics in all of our technical work products. During the environmental compliance process, FCS's management team coordinates all activities related to QA/QC, including multiple reviews of project documents to ensure legal defensibility, technical accuracy, and objectivity. In addition, FCS's Project Directors commit to not only reviewing the "final product" but also to conducting a thorough review of all technical data and studies used to support our documents' findings and conclusions. This ensures that all of FCS's findings are accurate and properly incorporated. Prior to submitting documents to outside parties (applicants, lead agencies, clients, etc.), FCS's environmental documents also undergo a legal sufficiency review that is conducted by our in-house legal counsel. This additional step helps ensure that FCS's documents are legally defensible and reflect leading-edge environmental documentation standards and compliance practices.

Conducting Peer Review

Not only does FCS extensively peer review every document as part of our QA/QC program, but FCS's staff of professionals have peer reviewed a variety of documents prepared by other firms as well. The reports are reviewed for technical accuracy, thoroughness, solid methodology, and concurrence with the findings and/or conclusions. Based on our review, either the report is accepted as technically accurate, or recommendations are made to conduct surveys to update or supplement the report or to request additional information to further support the conclusions in the report.

E. SCHEDULE OF WORK

FCS utilizes Smartsheet to track estimated labor hours to support accurate scheduling and workflow for all staff. The Smartsheet system is updated and reviewed weekly, and is updated daily (when needed) to accurately track project progress. Smartsheet also allows all involved parties in the project to interact, contribute, and receive full automated notifications for key dates and milestones. Another tool that FCS uses is Microsoft Teams, an online meeting tool that allows us to collaborate and interact with our clients on multiple formats. Microsoft Teams' screen share function is particularly useful during the project delivery process, and meetings can be recorded and added to the Administrative Record, if/as necessary. Full use of these resources substantially reduces the time and cost of communication between agencies. On more complex assignments, FCS utilizes Microsoft Project for developing, charting, and tracking

project milestones, critical due dates, critical path tasks, and subconsultant progress. FCS's project management approach, coupled with our use of state-of-the-art technology, will keep the City informed of real-time critical project information, which makes our project implementation more efficient and less costly.

Our approach to preparing CEQA documents has been developed through more than 41 years of experience working with municipalities in California to produce thoughtful, defensible environmental documents in a timely manner. All deliverables would undergo review by a Technical Lead, Project Manager, Project Director, and Document Editor. Over the course of a project, the Project Manager would coordinate with the agency representative to provide updates and exchange information. Monthly progress reports and schedule updates would also be provided. Our standard schedules in preparing EIRs and IS/MNDs are discussed below.

Sample Schedule for EIRs with Technical Studies

FCS can typically complete an EIR within eight to 12 months under an expedited schedule and within 12 to 18 months under a 'normal' preparation schedule. In the sample schedule below, we have provided an aggressive but feasible schedule for the preparation of a comprehensive EIR and associated technical studies in less than nine months.

Work Tasks/Milestone	Week
Authorization to Proceed/Project Initiation Meeting	1
Submit Project Description/Draft NOP to the City	4
Receive Comments on Project Description/Draft NOP	6
Release NOP for Public Review (30 days)	7
Conduct Scoping Meeting	9
End of Review Period for NOP	11
Complete Technical Studies	11 ¹
Submit Administrative Draft EIR to the City	14
Receive Comments on Administrative Draft EIR	17
Address City Comments and Submit Screencheck Draft EIR	19
Receive Comments on Screencheck Draft EIR	20
Submit Draft EIR to the City	21
Issue Draft EIR for Public Review/Begin 45-day Public Review Period	22
Close of 45-day Public Review Period	28
Prepare Administrative Final EIR (Response to Comments)	31
Receive Comments on Administrative Final EIR	33

Work Tasks/Milestone	Week
Address City Comments and Submit Screencheck Final EIR	35
Receive Comments on Screencheck Final EIR	36
Submit Final EIR to the City	37
Submit Draft Findings of Fact and MMRP	37
Receive Comments on Draft Findings of Fact and MMRP	38
Submit Final Findings of Fact and MMRP	39
Distribute Final EIR to Commenters/Agencies (Begins 10-day Availability)	39
Planning Commission Hearing	TBD
City Council Hearing	TBD
¹ Preparation of technical studies, including Air Quality, GHG Emissions, and Energy Impact Analysis, begins after FCS receives all requested information and data from the City and/or Applicant and City has deemed the traffic analysis complete.	

Sample Schedule for IS/MNDs with Technical Studies

FCS can complete a typical IS/MND within six to eight months, although we have completed “fast-track” IS/MNDs within three months under an expedited schedule. In the sample schedule below, we have provided an aggressive but feasible work schedule for the preparation of an IS/MND and associated technical studies in less than six months.

Work Tasks/Milestone	Week
Authorization to Proceed/Project Initiation Meeting	1
Submit Project Description to the City	2
Receive City Comments on/Finalize Project Description	3
Complete Technical Studies	6 ¹
Prepare and Submit Administrative Draft IS/MND	7
Receive Comments on Administrative Draft IS/MND	9
Address City Comments and Submit Screencheck IS/MND	11
Receive Comments on Screencheck IS/MND	12
Submit Draft IS/MND to the City	13
City Approval of Draft IS/MND	14
Begin 30-day Public Review Period	14
Close 30-day Public Review Period	20
Prepare Administrative Final IS/MND (Responses to Comments) and MMRP for City Review	21
City Review of Administrative Final IS/MND and MMRP	22

Work Tasks/Milestone	Week
Submit Final Versions of Response to Comments and MMRP	23
Planning Commission Hearing	TBD
City Council Hearing	TBD
¹ Preparation of the Air Quality and GHG Emissions, and Energy Impact Analysis begins after FCS receives all requested information and data from the City and City has deemed the traffic analysis complete.	

F. SUBCONSULTANTS

Hazards/Hazardous Materials Specialist

Cameron-Cole, LLC

Cameron-Cole, an ADEC Innovations company, is an environmental services firm that provides public and private agency clients with a range of environmental and sustainability services, including hazards/hazardous materials assessment, monitoring, and reporting; regulatory compliance and permitting; landfill and waste management; and carbon management services. For more than 23 years, Cameron-Cole has provided hazards/hazardous materials consulting and documentation services for a variety of projects in the transportation, consumer products, construction materials, financial services, internet services, manufacturing, petrochemical, aerospace, and waste management industries. Cameron-Cole has a staff of more than 40 professionals located in California, Colorado, and Florida. Cameron-Cole's cadre of experienced environmental management and consulting experts will allow the firm to provide the required services for the City and execute multiple projects of various sizes simultaneously without compromising its quality standards. Cameron-Cole's experience in working with various public and private agency clients has led them to gain an in-depth understanding of critical aspects involved in the provision of environmental, sustainability, and property development support services.

Hydrological/Geotechnical Specialist

Ninyo & Moore

Ninyo & Moore, a minority-owned business enterprise, was established in San Diego in 1986 to provide exceptional geotechnical engineering, geologic, hydrogeologic, soil testing, materials testing and special inspection, and environmental consulting services to the public and private sectors. For more than 37 years, it has provided these services for the design and construction of municipal and commercial developments, industrial developments, highways and roadways, airports, bridges, dams, educational facilities, harbor and offshore structures, hospitals, landfills, light rail transit lines, pipelines, power stations, railroads, residential developments, reservoirs and tanks, transmission lines, tunnels, water and wastewater treatment plants, and other public and private development.

Traffic/Transportation Specialists

Fehr & Peers

Fehr & Peers (a California S Corporation) has specialized in providing transportation planning and engineering services to public and private sector clients since 1985. They develop creative, cost-effective, and results-oriented solutions to planning and design problems associated with all modes of transportation. Of the more than 300 professionals at Fehr & Peers, more than 40 are based in the firm's San Francisco and San José offices—the primary offices that will serve the City.

Fehr & Peers offers its clients the right combination of leading-edge technical skills and extensive knowledge of the communities in which the firm works to deliver comprehensive solutions and superior client service. The firm's staff of professionals are nationally recognized experts who routinely publish original research, serve on national committees, and teach courses to others in the industry. They do this while maintaining their commitment to translating those techniques into practical solutions. At Fehr & Peers, they take a creative, data-driven approach to each of their practice areas:

- Travel Behavior and Forecasting
- Multi-modal Operations and Simulation
- Transit Planning
- Bicycle and Pedestrian Planning
- Sustainable Transportation
- Freight systems and Airports
- Integrated Land Use and Transportation Plans
- Conceptual Street and Trail Design
- Transportation Engineering and ITS Design

W-Trans

W-Trans provides traffic engineering and transportation planning services that emphasize mobility within available resources and help transform streets to serve all potential users. The firm is particularly skilled in retrofitting streets and roads to make walking, bicycling, and transit use safer and more convenient while also appropriately managing vehicle traffic. W-Trans has applied these skills to many different types of projects, and with the changes to CEQA that now place more emphasis on alternative modes versus driver convenience, this long-term focus has become even more important.

W-Trans staff have applied their skills to a variety of projects, ranging from analyses for traffic studies, including IS/MNDs and EIRs; traffic collision reduction programs; transportation facilities design, including traffic signal and roundabout design, as well as pedestrian and bicycle facilities; to downtown revitalization, streetscape planning efforts, and complete street projects. W-Trans takes a holistic approach to traffic engineering, realizing that solutions cannot be developed in a vacuum or strictly follow the standards of the past. Traffic analysis and design must be sensitive to the context of the surrounding land use and community goals to be successful. W-Trans service areas include:

- Bicycle Facilities
- Complete Streets
- Municipal Staff Services
- Parking
- Pedestrian Safety and Design
- Roundabouts
- Safe Routes to School
- Traffic Calming
- Traffic Engineering Design
- Traffic Impacts
- Traffic Operations
- Traffic Safety
- Transportation Demand Management
- Trip Generation Rate Development
- Vehicle Miles Traveled Impacts

G. COST PROPOSAL

FCS's project management team utilizes a powerful suite of scheduling tools designed for real-time planning and environmental data storage that serves to make the CEQA process more efficient and less costly. FCS Project Managers are responsible for project cost management with support from FCS's internal job-cost accounting system, the Deltek Vision Financial Management software (Vision)—a fully automated web-based project management system that allows FCS project managers to access up-to-date information regarding all project phases. The immediate availability of accurate project data allows for maximum project budget control down to the individual task level. With this tool, FCS can facilitate early participation with the agencies tasked with reviewing project issues, permits, licenses, and/or opinions, and substantially reduce the time and cost of communication between agencies. Scope tasks and fees can be queried into any level of subcategories desired to assess to-date expenditures and project the utilization and adherence to task budgets. Vision also provides a valuable communication and reporting tool that allows project managers to remain informed and flexible if the need to redistribute task funds becomes apparent during project implementation. FCS's Project Managers conduct monthly contract review to monitor budget conformance with the completion percentage reported by the job-cost system. Deviations are discussed with the individuals involved, and appropriate actions are implemented to ensure that contracts remain within previously determined performance standards. Finally, a senior management team, including the FCS Controller and the Project Manager, conducts a post-contract completion audit to determine if the conditions of the contract and client needs were met.

FirstCarbon Solutions Hourly Rates

Compensation is based on the following fee schedule and charges.

FCS Personnel	Hourly Labor Rate (\$)
President	\$320–\$340
Director/Vice President	\$270–\$320
Legal Counsel	\$220–\$260
Associate Director/Senior Team Leader	\$220–\$270

FCS Personnel	Hourly Labor Rate (\$)
Senior Project Manager/Senior Scientist/Senior Regulatory Scientist	\$190–\$220
Project Manager/Scientist/Regulatory Scientist	\$140–\$190
Assistant Project Manager/Assistant Scientist/Assistant Regulatory Scientist	\$120–\$140
Environmental Analyst/Technical Analyst/Regulatory Analyst	\$90–\$120
Senior Graphic Designer/GIS Manager	\$150–\$210
Graphic Designer/GIS/Computer-aided Design and Drafting (CADD) Specialist	\$110–\$150
Publications Coordinator/Technical Editor	\$110–\$150
Word Processor	\$95–\$130
Archaeological/Paleontological Monitor I/II	\$95–\$130
Archaeological/Paleontological Monitor III	\$130–\$160
Biological Monitor I/II	\$95–\$130
Biological Monitor III	\$130–\$160
Reprographics Assistant/Intern	\$70–\$90
Administrative Assistant/Accounting/Clerical	\$70–\$110

Other Labor Rates

Labor rates for expert testimony, litigation support, and depositions/court appearances will be billed at a minimum of two times the above rates. If additional services are authorized during the performance of a contract, compensation will be based on the fee schedule in effect at the time the services are authorized.

Direct Expenses

Direct costs and out-of-pocket expenses are billed as follows:

1. Out-of-pocket expenses, including, but not limited to, travel, messenger service, reprographics, lodging, meals, blueprint, reproduction, and photographic services: Cost, as charged to FCS, plus a 10 percent administrative fee.
2. Subcontractors' fees: Cost, as charged to FCS, plus a 10 percent administrative fee.
3. Passenger Cars: \$0.67 per mile.
4. Four-wheel-drive vehicles: \$95.00 per day plus \$0.67 per mile.
5. Records checks: Fees vary by facility and project.
6. Museum curation: Fees vary by city and project.

7. Cultural resources storage/curation of fossil and artifact collections: Cost, as charged to FCS, plus a 10 percent administrative fee.
8. Per Diem: Fees charged at the USA Federal (GSA) Rate. Lodging surcharge may apply in high-rate areas.
9. USFWS/CDFW impacts or mitigation fees: Cost, as charged to FCS, plus a 10 percent administrative fee.

Terms

Compensation and direct expenses are invoiced monthly and payable upon receipt or as codified in project-specific contract.

Subconsultant Hourly Rates

FCS will provide subconsultant rates on an as needed basis.

H. RÉSUMÉ, RELEVANT PROJECTS/SERVICES WITH REFERENCES

Relevant Projects/Services with References

In this section, we provide information on our representative projects that are similar in scope and complexity as those requested by the City. We encourage the City to contact our references to receive a firsthand account of our project performance and standards of quality.

Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies, Contra Costa County, CA

Client	County of Contra Costa; 30 Muir Road, Martinez, CA 94553
Contact	Jennifer Cruz, Principal Planner; 925.655.2867
Dates of Services	March 2021 to March 2022

FCS prepared an EIR and MMRP and peer reviewed technical studies for a proposed subdivision. The applicant proposed to construct 125 townhouse condominium units located in nineteen 3-story buildings and associated improvements on a 5.94-acre site in unincorporated Contra Costa County, adjacent to the City of Walnut Creek. The eight existing parcels were zoned Low- and Medium-density Single-family Residential (R-15), Medium- and High-density Multiple-family Residential (M-17), and High-density Multiple-family Residential (M-29). The project requested approval to rezone all eight parcels to Planned Unit District (P-1), a vesting tentative map to subdivide the parcels into 125 residential lots, and approval of a preliminary and final development plan. ***The FCS team peer reviewed the technical documents provided by the applicant, including Air Quality/GHG Emissions Assessment, Arborist Report, Cultural Resources Memorandum and Cultural Resources Study, Environmental Noise Assessment, Hydrology Assessment (Balance Hydrologics), Phase I ESA (Ninyo & Moore), Special-status Species Assessment, and Transportation Analysis Report (W-Trans).*** The Board of Supervisors certified the EIR and approved the project in March of 2022.

Relevance to the City's Needs

- ✓ CEQA Documentation (EIR and MMRP)
- ✓ Peer Review of Technical Studies
- ✓ Project in Contra Costa County

Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project, City of Richmond, CA

Client	City of Richmond ; 450 Civic Center Plaza, Richmond, CA 94804
Contact	Hector Lopez , Senior Planner; 510.620.6706
Dates of Services	June 2021 to February 2023

FCS prepared an Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project.

The 2.84-acre project site is adjacent to the Richmond Superior Court complex and contains a decommissioned 2-story public office building with a basement and a surface parking lot. The building was previously occupied by the Contra Costa County Health Department. The project site is designated “Public, Cultural, and Institutional” by the City of Richmond General Plan and is zoned “Public, Cultural, and Institutional (PCI)” by the Richmond Zoning Ordinance. The applicant, Eden Housing, is proposing to redevelop the existing building to produce 59 multi-family units and construct an additional building with 76 units, for a total of 135 new multi-family units. The project would require a General Plan Amendment (GPA) to change the land use designation to medium-density mixed-use (Residential Emphasis). As a 100 percent affordable housing development, the proposed project is eligible for up to four incentives/concessions, unlimited waivers, and an automatic parking reduction under the State Density Bonus Law (Government Code § 65915). ***FCS prepared a Checklist pursuant to CEQA to determine whether an Addendum to the General Plan EIR was the appropriate level of environmental review.*** FCS also explored whether the project would be eligible for a CEQA statutory exemption pursuant to Government Code section 21155.1 (Sustainable Communities Strategies), or whether a Sustainable Communities Environmental Assessment would be prepared, pursuant to Government Code section 21155.2. ***In support of the Checklist Analysis, FCS also prepared technical studies for air quality, biological resources, cultural resources, GHG emissions, and noise.***

Relevance to the City’s Needs

- ✓ CEQA Documentation (Initial Study/Consistency Checklist and EIR Addendum)
- ✓ Technical Studies
- ✓ Project in Contra Costa County

Fairfax Pavilion Foundation Class 1, 2, and 31 Exemption Memorandum, Town of Fairfax, CA

Client	Town of Fairfax ; 142 Bolinas Road, Fairfax, CA 94930
Contact	Janet E. Coleson, JD , Town Attorney; 925.977.3319
Dates of Services	May 2022 to July 2022

FCS prepared a Class 1, 2, and 31 Exemption Memorandum for the Proposed Pavilion Retrofit Project. The Town of Fairfax proposed a seismic retrofit to the Fairfax Pavilion at 142 Bolinas Road in Fairfax, in Marin County, California. The Pavilion is located approximately 60 feet from Fairfax Creek and is surrounded by

Relevance to the City’s Needs

- ✓ CEQA Documentation (Checklist and Exemption Memorandum)
- ✓ Project in the Bay Area

mature trees. Surrounding uses include the Contratti Park Baseball Field, Fairfax Skatepark, retail uses, Pavilion Park, Fairfax Town Hall, Peri Park, and single-family residences. The Pavilion was constructed in 1921 on an unreinforced concrete foundation. In order to confirm whether the project would be eligible for streamlining, ***FCS prepared a checklist addressing the relevant CEQA questions, including Section 15300.2 exceptions.***

Browns Valley Subdivision Project IS/MND, City of Napa, CA

Client	City of Napa; 1600 First Street, Napa, CA 94559
Contact	Michael Allen, Senior Planner; 707.257.9630
Dates of Services	April 2022 to February 2023

FCS prepared the IS/MND and technical studies, as well as peer reviewed applicant-prepared technical studies for the Browns Valley Subdivision project in the City of Napa, California.

Edenbridge Homes (applicant) proposed to develop 11 residential lots on a 3.41-acre site. Each lot would be developed with a 1- or 2-story residence, ranging in size from 2,770 to 3,927 square feet. The property is currently zoned RS 10 and has a general plan land use designation of SFR 110. The property is within the City's

Sphere of Influence (SOI) and would require annexation as part of the project approvals. A trace of the West Napa Fault (WNF) bisects the northern portion of the site. Accordingly, the site is located within an Alquist Priolo special study zone and the fault evaluation report confirms the presence of the WNF and identifies recommendations for residential construction. Browns Valley Creek borders the site to the north, and the BRA identifies the potential for impacts to species and habitats.

Relevance to the City's Needs

- ✓ CEQA Documentation (IS/MND)
- ✓ Technical Studies
- ✓ Peer Review of Technical Studies
- ✓ Project in the Bay Area

The applicant prepared the following technical analyses, ***which FCS reviewed for adequacy in the preparation of the IS/MND:*** Arborist Report, BRA, Fault Evaluation Report, Geotechnical Exploration Report, Phase I Site Assessment, Stormwater Control Plan, Erosion and Sediment Control Plan, and Preliminary Detention Narrative. ***As part of this effort, FCS and our subconsultants prepared the following technical studies/analyses: Air Quality, GHG Emissions, and Energy Analysis inclusive of an HRA; CRA; Historic Built Environment Assessment (South Environmental); Noise Impact Analysis; and Traffic Impact Analysis (Kimley-Horn).*** The project was approved by the City Council in February 2023.

Baumgardner Ranch Development Project IS/MND, City of Cloverdale, CA

Client	City of Cloverdale; 124 N. Cloverdale Boulevard, Cloverdale, CA 95425
Contact	Kevin Thompson, MBA, Assistant City Manager/Community Development Director; 707.894.1723
Dates of Services	February 2019 to August 2020

FCS prepared an IS/MND for the Baumgardner Ranch

Development Project for the City of Cloverdale. The applicant proposed to develop a “workforce village” concept that would provide low-income, median-income, and market-rate housing for all segments of the income spectrum. The proposed project would include 79 single-family residences, fifty-nine 2-story row houses with a community clubhouse, and 166 apartments on 20.3 acres while preserving 8.2 acres of oak woodland as privately maintained open space on the 28.5-acre project site. ***In addition to preparing the IS/MND, FCS peer reviewed the applicant-prepared archaeological and biological study and cultural studies and prepared visual simulations.*** The IS/MND identified the need for mitigation for impacts associated with air quality, biological resources, cultural resources and tribal cultural resources, geology and soils, GHG emissions, hazards and hazardous materials, noise, traffic, and wildfire. The IS/MND was approved by the City Council in August 2020.

Relevance to the City’s Needs

- ✓ CEQA Documentation (IS/MND)
- ✓ Peer Review of Technical Studies
- ✓ Technical Study
- ✓ Project in the Bay Area

Addendum to the NEAP EIR for the North Village Project, City of Healdsburg, CA

Client	City of Healdsburg; 401 Grove Street, Healdsburg, CA 95448
Contact	Linda Ruffing, Project Manager; 707.272.2343
Dates of Services	November 2019 to February 2020

FCS prepared an Addendum to the NEAP EIR to evaluate

proposed refinements to the NEAP Plan. The NEAP and associated EIR were certified in May 2019 and established a potential buildout of 290 dwelling units and 200,000 square feet of non-residential uses that would include a hotel with a maximum of 130 rooms. In June 2019, the Applicant, Comstock Healdsburg, filed a Master CUP for the following uses: 301 affordable and special needs dwelling units, 30 memory care beds, 24 assisted living beds, a 108-room hotel on 113,760 square feet, and retail on 12,000 square feet. The City Council approved the project and the Addendum in February 2020.

Relevance to the City’s Needs

- ✓ CEQA Documentation (EIR Addendum)
- ✓ Project in the Bay Area

Canine Early Development Center and Veterinary Clinic IS/MND, City of Santa Rosa, CA

Client	City of Santa Rosa ; 100 Santa Rosa Avenue, Room 3, Santa Rosa, CA 95404
Contact	Kristinae Toomians , Senior Planner; 707.543.3223
Dates of Services	November 2020 to March 2022

FCS prepared an IS/MND and technical studies for the Canine Early Development Center and Veterinary Clinic for the City of Santa Rosa. Canine Companions for Independence (CCI) proposed to develop a new Canine Early Development Center (CEDC), veterinary clinic, and animal hospital. The proposed project would be located on an approximately 2.98-acre area in the northern portion of the existing 12.87-acre campus. The new CEDC building would include a 1-story, 21,991-square-foot building with 8,972-square feet of exterior impervious surface areas for dog runs and play areas adjacent to and surrounding the building. The new veterinary clinic and animal hospital would be approximately 5,180 square feet and would contain a reception area, break area, office spaces, surgical and treatment areas, X-ray and ultrasound rooms, and kennel areas. Areas of concern included air quality, biological and cultural resources, geology/soils, GHG emissions, hazards/hazardous materials, and transportation. The project was approved in March 2022.

Relevance to the City's Needs

- ✓ CEQA Documentation (IS/MND)
- ✓ Technical Studies
- ✓ Peer Review of Technical Studies
- ✓ Project in the Bay Area

Résumés

In the following pages, we provide the résumés of the key staff members who will provide environmental planning services for this on-call contract.

MARY BEAN—PROJECT DIRECTOR

Education

- Bachelor of Arts, Environmental Studies and Planning, Cum Laude, University of California, Santa Barbara, CA, 1988

Mary Bean has more than 29 years of experience managing the preparation of CEQA and NEPA documents in both the public and private sectors. She is knowledgeable about a broad range of environmental topics, backed by her experience in the field, research, technical writing, and planning. She specializes in leading interdisciplinary teams in the preparation of technical studies that support environmental clearance at the local, State, and national levels. Her depth of experience allows her to effectively strategize with clients about the most efficient approach to environmental review. In her 12 years with FCS, Ms. Bean has successfully led FCS's services on more than 800 projects. She also manages 55 of our on-call contracts, including contracts with the cities of Hercules, Richmond, Walnut Creek, Pittsburg, San Ramon, Alameda, Berkeley, Dublin, Fremont, Hayward, Pleasanton, Suisun City, Burlingame, East Palo Alto, Foster City, Millbrae, San Bruno, South San Francisco, American Canyon, Gilroy, Milpitas, San José, Cotati, Petaluma, Rohnert Park, and Santa Rosa; the counties of Contra Costa, Solano, and Marin; the City and County of San Francisco; the towns of Tiburon and Windsor; the East Bay Regional Park District (EBRPD); the Solano Community College District; and the Sonoma County Water Agency.

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
County of Contra Costa ; 30 Muir Road, Martinez, CA 94553	Jennifer Cruz , Principal Planner; 925.655.2867	March 2021 to March 2022	Project Director for the Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies
City of Richmond ; 450 Civic Center Plaza, Richmond, CA 94804	Hector Lopez , Senior Planner; 510.620.6706	June 2021 to February 2023	Project Director for the Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project
Town of Fairfax ; 142 Bolinas Road, Fairfax, CA 94930	Janet E. Coleson, JD , Town Attorney; 925.977.3319	May 2022 to July 2022	Project Director for the Fairfax Pavilion Foundation Replacement/Accessibility Improvements Project Archaeological Services
City of Napa ; 1600 First Street, Napa, CA 94559	Michael Allen , Senior Planner; 707.257.9630	April 2022 to February 2023	Project Director for the Browns Valley Subdivision Project IS/MND
City of Cloverdale ; 124 N. Cloverdale Boulevard, Cloverdale, CA 95425	Kevin Thompson, MBA , Assistant City Manager/Community Development Director; 707.894.1723	February 2019 to August 2020	Project Director for the Baumgardner Ranch Development Project IS/MND
City of Healdsburg ; 401 Grove Street, Healdsburg, CA 95448	Linda Ruffing , Project Manager; 707.272.2343	November 2019 to February 2020	Project Director for the Addendum to the NEAP EIR for the North Village Project

MARY BEAN—PROJECT DIRECTOR

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
City of Santa Rosa ; 100 Santa Rosa Avenue, Room 3, Santa Rosa, CA 95404	Kristinae Toomians , Senior Planner; 707.543.3223	November 2020 to March 2022	Project Director for the Canine Early Development Center and Veterinary Clinic IS/MND

RELATED EXPERIENCE AND CLIENT SUMMARY

- Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies, Contra Costa County, CA
- Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project, City of Richmond, CA
- Fairfax Pavilion Foundation Replacement/Accessibility Improvements Project Archaeological Services, Town of Fairfax, CA
- Browns Valley Subdivision Project IS/MND, City of Napa, CA
- Baumgardner Ranch Development Project IS/MND, City of Cloverdale, CA
- Addendum to the NEAP EIR for the North Village Project, City of Healdsburg, CA
- Canine Early Development Center and Veterinary Clinic CEQA Review, City of Santa Rosa, CA
- Del Hombre Apartments Project EIR, Contra Costa County, CA
- Alamo YMCA Campus EIR, Contra Costa County, CA
- Pantages Residential Development EIR, Contra Costa County, CA
- Sufism Reoriented Project EIR, Contra Costa County, CA
- CenterPoint Properties Logistics Warehouse Project EIR, Contra Costa County, CA
- State Route (SR) 4 Bypass EIR, SR 4 Bypass Authority, Contra Costa County, CA
- Tassajara Parks Project EIR, Contra Costa County, CA
- Scannell Properties Logistics Warehouse Project EIR, Contra Costa County, CA
- West County Health Center CEQA/NEPA Documentation, Contra Costa County, CA
- San Ramon Valley Fire Station, Contra Costa County, CA
- The Plunge Redevelopment MND, City of Richmond, CA
- Richmond Riviera Initial Study/Addendum, City of Richmond, CA
- Hanson Aggregate Project MND, City of Richmond, CA
- Eagle Rock Aggregate Project, City of Richmond, CA
- HOPE VI Residential Project EIR/EA, City of Richmond, CA
- Anchorage at Marina Bay MND, City of Richmond, CA
- Terraces of Lafayette EIR Addendum, City of Lafayette, CA
- CarMax Auto Superstore Project EIR and Technical Studies, City of Pleasant Hill, CA
- Oak Park Properties Specific Plan EIR, City of Pleasant Hill, CA
- Trellis Residential Project EIR, City of Walnut Creek, CA
- Foundry Food Hall Project Addendum to IS/MND, City of Walnut Creek, CA
- John Muir Medical Center Campus Master Plan EIR, City of Concord, CA
- Ygnacio Valley Road Corridor Enhancement Project EIS/EIR, City of Concord, CA
- City Village Project Addendum to the North Camino Ramon Specific Plan EIR, City of San Ramon, CA
- Chang Property Development IS/MND, Technical Studies, Planning, and Local Agency Formation Commission (LAFCO) Application Services, City of San Ramon, CA
- San Ramon Retail Analysis, City of San Ramon, CA

JANNA WALIGORSKI, MA—PROJECT DIRECTOR

Education

- Master of Arts, Geography, With Distinction, California State University, Chico, 2011
- Bachelor of Arts, Geography, California State University, Chico, 2004

Janna Waligorski, MA, has more than 16 years of experience managing the preparation of CEQA and NEPA documentation, and has extensive experience preparing a wide range of planning and environmental impact analysis documents for jurisdictions throughout California. She has actively overseen the compilation and completion of EIRs, IS/MNDs, EAs, Addenda, and MMRPs. She has completed CEQA and/or NEPA documentation for mixed-use, residential, commercial, retail, transportation, industrial, recreational, and institutional projects, with extensive work on constraints analyses, land use compatibility, transportation and circulation issues, farmland conversion, and visual impacts (aesthetics). Ms. Waligorski also offers experience in GIS and graphic applications, which allows her to understand and articulate complex spatial concepts. Ms. Waligorski manages projects and task orders completed under FCS's on-call contracts with the cities of Alameda, Dublin, Hayward, Pleasanton, East Palo Alto, Foster City, American Canyon, Milpitas, and Santa Rosa; the counties of Contra Costa and Solano; the City and County of San Francisco; and Sonoma County Water Agency.

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
City of Cloverdale ; 124 N. Cloverdale Boulevard, Cloverdale, CA 95425	Kevin Thompson, MBA , Assistant City Manager/Community Development Director; 707.894.1723	February 2019 to August 2020	Project Manager for the Baumgardner Ranch Development Project IS/MND
City of Chico 411 Main Street, Chico, CA 95928	Mike Sawley , Principal Planner 530.879.6812	August 2022–present	Project Manager for the Barber Yard Specific Plan Project EIR
Contra Costa County 1025 Escobar Street, Martinez, CA 94553	Sean Tully, Principal Planner (925)655-2878	September 2014–July 2021	Project Manager for the Tassajara Parks Project EIR

RELATED EXPERIENCE AND CLIENT SUMMARY

- Baumgardner Ranch Development Project IS/MND, City of Cloverdale, CA
- Tassajara Parks Project EIR, Contra Costa County, CA
- Avalon Walnut Creek Block C Environmental Checklist, Contra Costa County, CA
- Willow Avenue Commercial Center Project IS/MND, City of Hercules, CA
- Richmond Riviera Addendum, City of Richmond, CA
- Mayhew Way Project Class 32 CEQA Exemption, City of Pleasant Hill, CA
- North Camino Ramon Specific Plan EIR, City of San Ramon, CA
- Pagano Tentative Parcel Map Project Planning Survey Report, City of Oakley, CA
- Mangini Residential Project IS/MND, City of Brentwood, CA
- John Muir Parkway Extension Project IS/MND and PES for NEPA Clearance, City of Brentwood, CA
- Fire Station No. 3 IS/MND, City of Alameda, CA
- IKEA Retail Center Supplemental EIR, City of Dublin, CA
- Kaiser Dublin Medical Center EIR, City of Dublin, CA
- Creekside Landing Project EIR (formerly Bayside Marketplace), City of Fremont, CA
- Ruschin Drive IS/MND, City of Newark, CA

JANNA WALIGORSKI, MA—PROJECT DIRECTOR

- CarMax Auto Mall Addendum, City of Pleasanton, CA
- Vintage Addendum, City of Pleasanton, CA
- Anton Hacienda Addendum, City of Pleasanton, CA
- Addendum to the Commons at Gateway Project, City of Pleasanton, CA
- Summer Hill Homes CEQA Addendum, City of Pleasanton, CA
- Irby Ranch Project CEQA Addendum, City of Pleasanton, CA
- East Pleasanton Specific Plan Draft EIR, City of Pleasanton, CA
- California Center Addendum, City of Pleasanton, CA
- Solano 360 Specific Plan EIR, Solano County, CA
- William J. Carroll Government Center Dental Clinic EA, Solano County, CA
- William J. Carroll Government Center IS/MND, Solano County, CA
- California Medical Facility Health Care Facility Improvement Project IS/MND, Solano County, CA
- California State Prison, Solano Health Care Facility Improvement Project IS/MND, Solano County, CA
- Municipal Service Review, Solano County, CA
- Hawthorne Mills EIR/EIS, City of Fairfield, CA
- Florence Drive Detention Basin IS/MND, City of Vacaville, CA
- 1509 El Camino Real Residential Condominiums IS/MND, City of Burlingame, CA
- Addendum to the 2006 MND for the 2090 South Delaware Street Residential Project, City of San Mateo, CA
- Hestan Vineyards Project IS/MND, Napa County, CA
- Napa Junction Phase III EIR, City of American Canyon, CA
- 39-acre Residential Project Phase I Cultural Resources and Paleontological Assessment, City of American Canyon, CA
- Enchanted Resorts Project EIR, City of Calistoga, CA
- St. Regis Napa Valley Project Initial Study and EIR, City of Napa, CA
- Addendum to the Napa Pipe EIR, City of Napa, CA
- Napa Waste Enclosure Standards Project IS/ND, City of Napa, CA
- Justin-Siena High School Master Plan EIR, City of Napa, CA
- Big Ranch Road Widening Project IS/MND, City of Napa, CA
- General Plan Housing Element EIR, City of Napa, CA
- Conservation Center for Wildlife Care Project Environmental and Regulatory Permitting Services, LEF, Santa Clara County, CA
- Milpitas Walmart EIR, City of Milpitas, CA
- Preston Property Residential Project EIR, City of Milpitas, CA
- Morgan Hill Southeast Quadrant Project EIR, City of Morgan Hill, CA
- Alexander Valley Wellness Center IS/MND, City of Cloverdale, CA
- H3hotel Project IS/MND, City of Healdsburg, CA
- Rohnert Park Walmart EIR, City of Rohnert Park, CA
- Santa Rosa Lowes EIR, City of Santa Rosa, CA
- Elnoka Continuing Care Retirement Community Project EIR, City of Santa Rosa, CA
- Round Barn Village Project IS/MND, City of Santa Rosa, CA
- College Creek Apartments Project Consistency Checklist, City of Santa Rosa, CA
- Stonebridge Subdivision Project IS/MND, City of Santa Rosa, CA
- Yolanda Avenue GPA Supplemental EIR, City of Santa Rosa, CA
- Canyon Oaks Condominiums IS/MND, City of Santa Rosa, CA
- Solid Waste Provider Categorical Exemption, City of Santa Rosa, CA

ALISON E. RONDON, MA—PROJECT MANAGER

Education

- Master of Arts, Environmental Studies, Magna Cum Laude, University of Southern California, Los Angeles, CA 2001
- Bachelor of Arts, Interdisciplinary Studies, Magna Cum Laude, California State University, Dominguez Hills, Carson, CA 1998

Professional Development

- Advanced CEQA/NEPA Workshop, University of California, Los Angeles Extension, 2001
- Mastering NEPA, Intensive Seminar, University of California, Los Angeles, 2001
- Environmental Law Seminars, Environmental Law Institute, 2005, 2007, 2009, 2011, 2013, and 2015
- Leadership in Energy and Environmental Design (LEED) Ratings, Atkins University, 2012
- LEED Core Concepts, Atkins University, 2012
- Wetlands Delineation, Atkins University, 2011
- Hydrology and Groundwater, Atkins University, 2011
- Women in Leadership Symposium, 2013
- Boots on the Ground, Leadership in the Boardroom seminar, WTS International, 2019

Alison E. Rondone, MA, has more than 44 years of experience in project management and environmental (CEQA/NEPA) compliance. She specializes in land use and planning, policy consistency analysis, visual impact analysis, transportation infrastructure, and cumulative impacts analysis. She has managed an array of projects, including transit-oriented and sustainable development projects. Ms. Rondone also has experience in processing development and redevelopment applications, reviewing proposed projects for compliance with design guidelines and zoning codes, reviewing engineering drawings, assessing preliminary and final plats, and processing CUPs and other permit applications. Ms. Rondone manages projects and task orders completed under FCS's on-call contracts with the cities of San Bruno and San José.

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
City of Pittsburg 65 Civic Avenue, Pittsburg, CA 94565	John Funderburg, AICP , Assistant Director of Community and Economic Development 925.252.4043	September 2022–February 2024	Project Manager for the Siena Village Residential Project Planning and CEQA Compliance Services
City and County of San Francisco Planning 49 South Van Ness Avenue, Suite 1400, San Francisco, CA 94103	Ryan Shum , Senior Planner, Environmental Planning 628.652.7542	September 2022–March 2024	Project Manager for the 3 Transamerica Pyramid Center (545 Sansome Street) Project IS/MND
City of Gilroy 7351 Rosanna Street, Gilroy, CA, 95020	Melissa Durkin , Planner II 408.846.0252	March 2023–September 2023	Project Manager for the Yamane Warehouse Project CEQA Guidelines Sections 15168 and 15183 Consistency Checklist

RELATED EXPERIENCE AND CLIENT SUMMARY

- Ferry Terminal Project IS/MND and Categorical Exemption/FONSIs, San Francisco Bay Area Water Emergency Transportation Authority, City of Richmond, CA
- City of Pleasanton 2023-2031 (6th Cycle) Housing Element Update Program EIR, City of Pleasanton, CA
- General Plan Update, Zoning Code Amendments, and CAP Program EIR, City of South San Francisco, CA
- Candlestick Point-Hunters Point Shipyard Phase II EIR, City and County of San Francisco, CA (Award-winning Project)
- Academy of Art University Project EIR, San Francisco, CA
- 450 O'Farrell Street EIR, City and County of San Francisco, CA
- Weber Point Events Center (Stockton Events Center) EIR, City of Stockton, CA
- Tesoro Viejo Specific Plan EIRs, Madera County, CA
- Addendum to the Final EIR No. 331 for the Gypsum Canyon Cemetery Project Peer Review, City of Anaheim, CA
- Planning Area 40 GPA and Zone Change Peer Review of CEQA Documents, City of Irvine, CA
- Highway 74 Community Plan Program EIR and Technical Studies, Riverside County, CA
- General Plan Update EIR and Technical Background Report, City of Simi Valley, CA
- Los Angeles River Master Plan 2020 Update, Los Angeles County, CA
- East Los Angeles 3rd Street Specific Plan EIR, Los Angeles County, CA
- Los Angeles Streetcar EA, Los Angeles County, CA
- Patsaouras Plaza NEPA Revalidation, Los Angeles County Metropolitan Transportation Authority (Metro), Los Angeles County, CA
- Exposition Corridor Light Rail Transit Project Phase II EIR, Exposition Metro Line Construction Authority, Los Angeles County, CA
- Downtown Glendale Specific Plan EIR, City of Glendale, CA
- South Glendale Community Plan EIR, City of Glendale, CA
- New Community Plan Program EIRs, City of Los Angeles, CA
- Wilshire Bus Rapid Transit Project, Metro, City of Los Angeles, CA
- Long Range Development Plan EIR, University of California, Los Angeles, CA
- Pomona Valley Hospital Medical Center Master Plan EIR, City of Pomona, CA
- Land Use and Circulation Element EIR, City of Santa Monica, CA
- Y2K Transition Project, Woodland Hills, CA
- Housing Element and Public Safety Element Updates and Environmental Justice Policies, City of Riverside, CA

ELIZABETH G. JOHNSON, MS—PROJECT MANAGER

Education

- Master of Science, Urban Planning, Columbia University, New York, NY, 1985
- Bachelor of Science, Political Science and Sociology, Northern Michigan University, Marquette, MI, 1983

Elizabeth G. Johnson, MS, offers more than 35 years of experience in transportation planning, inter-agency coordination, community outreach, grant management, and consensus building, which she mastered through working as a community volunteer and working with government agencies and the private sector. Ms. Johnson is also experienced in planning for land reuse and redevelopment and for housing. She is well versed in managing processes to ensure adherence to federal laws, such as the NHPA Section 106, Endangered Species Act Section 7, and NEPA. Furthermore, she is proficient in the provisions of CEQA and other State regulations. Ms. Johnson manages projects and task orders completed under FCS's on-call contracts with the cities of Hercules, Richmond, Walnut Creek, Fremont, Hayward, Pleasanton, Burlingame, East Palo Alto, South San Francisco, Milpitas, Rohnert Park, and Santa Rosa; the counties of Contra Costa and Solano; the City and County of San Francisco; and the Town of Tiburon.

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
City of Richmond ; 450 Civic Center Plaza, Richmond, CA 94804	Hector Lopez , Senior Planner; 510.620.6706	June 2021 to February 2023	Project Manager for the Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project
City of Millbrae 621 Magnolia Avenue, Millbrae, CA 94030	Sam Fielding , Senior Planner 650.259.2341	October 2021–July 2023	Project Manager for the 400 East Millbrae Avenue Outdoor Advertising Display Project IS/MND
City of Hayward 777 B Street, Hayward, CA 94541	Richard Patenaude, AICP , Planner 510.583.4200	March 2021–December 2021	Project Manager for the 24493 Clawiter Road Industrial Warehouse IS/MND and Technical Studies

RELATED EXPERIENCE AND CLIENT SUMMARY

- Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project, City of Richmond, CA
- Oak Park Properties Specific Plan EIR, City of Pleasant Hill, CA
- CarMax Auto Superstore Project EIR and Technical Studies, City of Pleasant Hill, CA
- Trellis Residential Project EIR, City of Walnut Creek, CA
- Maffeo Subdivision IS/MND, City of Brentwood, CA
- Sciortino Ranch EIR Addendum, City of Brentwood, CA
- Alameda Reuse and Redevelopment Authority and Development Services Department, City of Alameda, CA
- Kaiser Dublin Medical Center EIR, City of Dublin, CA
- Initial Study Checklist/Addendum for Newpark Mall Project, City of Newark, CA
- Bay Trail Plan, Association of Bay Area Governments, City of Oakland, CA

ELIZABETH G. JOHNSON, MS—PROJECT MANAGER

- Spotorno Ranch Project Subsequent EIR, City of Pleasanton, CA
- New Science Building IS/MND, Solano Community College District, Fairfield, CA
- Library/Learning Resource Center Building Replacement Project IS/MND, Solano Community College District, Fairfield, CA
- New Science Building and Gas Line Project Archaeological Monitoring Services, Solano Community College District, Fairfield, CA
- Two Campus Projects Archaeological Testing and Monitoring Services, Solano Community College District, Fairfield, CA
- Ogden Environmental and Energy Services, San Francisco, CA
- 1457 El Camino Real Condominium Development Class 32 CEQA Exemption, City of Burlingame, CA
- 619–625 California Drive IS/MND Project, City of Burlingame, CA
- Addendum to the 619-625 California Drive IS/MND, City of Burlingame, CA
- 1509 El Camino Real Residential Condominiums IS/MND, City of Burlingame, CA
- Joseph D. Grant County Park Master Plan Amendment IS/MND, Santa Clara County, CA
- Montgomery 7 Project IS/MND, City of San José, CA
- Blanchard Road Industrial Project EIR, City of San José, CA
- 970 McLaughlin Avenue Due Diligence Memorandum, Technical Studies, and IS/MND, City of San José, CA
- Clover Springs Open Space Preserve Project IS/MND, City of Cloverdale, CA
- Farmstand Subdivision Project IS/MND, City of Healdsburg, CA
- 110 Dry Creek Road Mixed-use Project IS/MND, City of Healdsburg, CA
- CEQA for Healdsburg Growth Management Ordinance (GMO) Ballot Measure, City of Healdsburg, CA
- Tracy Village Development Project EIR, City of Tracy, CA
- Merced Gateway Master Plan Project EIR, City of Merced, CA
- Fay Major Subdivision Project on Southside Road CEQA Services, San Benito County, CA
- Quay Valley New Community Plan EIR, Kings County, CA
- Central Metal Expansion EIR, City of Huntington Park, CA

RACHEL KRUSENOSKI—PROJECT MANAGER

Education

- Bachelor of Science, Urban Studies and Planning, with focus in Environmental Policy and Planning, minor in Environmental Studies, University of Southern California, Sol Price School of Public Policy, Los Angeles, CA, 2019

Professional Development

- CEQA Essentials Workshop Webinar, Association of Environmental Professionals, 2020

Rachel Krusenoski is a skilled environmental and transportation planner with more than 6 years of relevant experience. She is proficient in CEQA, NEPA, and State regulations, as she has actively managed the preparation and completion of environmental documents, including Initial Studies, MNDs, EIRs, EAs, and associated technical studies for aviation, transit, water resource, and residential planning projects. Ms. Krusenoski is also experienced in facilitating public outreach programs and public meeting presentations. Apart from her project management skills, Ms. Krusenoski is well versed in various graphic design software, including ArcMap and GIS. She is also proficient in the Adobe Creative Suite programs, including InDesign, Illustrator, and Photoshop.

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
City of Richmond ; 450 Civic Center Plaza, Richmond, CA 94804	Hector Lopez , Senior Planner; 510.620.6706	June 2021 to February 2023	Assistant Project Manager for the Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project
DGS 707 Third Street, 4th Floor, West Sacramento, CA 95605	Joshua Palmer , Senior Real Estate Officer, Asset Management Branch 916.917.0933	June 2021–July 2023	Project Manager for the Oak Hill Apartments Project EIR
County of Alameda 224 West Winton Avenue, Suite 111, Hayward, CA 94544	Rodrigo Orduña , Assistant Planning Director 510.670.6503	April 2023–April 2024	Project Manager for the Arroyo Lago Residential Project EIR

RELATED EXPERIENCE AND CLIENT SUMMARY

- Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project, City of Richmond, CA
- Addendum to the North Camino Ramon Specific Plan EIR for the Iron Horse Village Project, City of San Ramon, CA
- Oak Hill Apartments Project EIR, Marin County, CA
- Arroyo Lago Development Project EIR, Alameda County, CA
- 851 Brittain Lane Residential Project Addendum to the Roseland Area Project EIR, City of Santa Rosa, CA
- Evergreen Ranch Estates Project EIR, Town of Danville, CA
- Winery Project Addendum to General Plan EIR, Napa County, CA
- Five-Story Mixed-use Project Class CEQA Analysis, City of Oakland, CA
- Elworthy Property Residential Project Due Diligence, Town of Danville, CA
- Napa Zinfandel Estate Subdivision 53-Lot Single-Family Residential IS/MND for City of Napa 2020

RACHEL KRUSENOSKI—PROJECT MANAGER

- Central Avenue Safety Improvements Project, City of Alameda, CA
- Metropolitan Transportation Commission (MTC) Regional Bus on Shoulder Assessment, Bay Area MTC, Bay Area, CA
- Joiner Parkway Project Class 32 Exemption Memo and Technical Studies, City of Lincoln, CA
- Peach Avenue Rezone Project EIR and Technical Studies, Fresno County, CA
- Pacific Crane Maintenance Company Chassis Repair and Storage Facility Project IS/MND, Port of Los Angeles, Los Angeles County, CA
- Burbank Operable Unit Remediation System Upgrades Project IS/MND, City of Burbank, CA
- Eastside Transit Corridor Phase II Project, Metro, East Los Angeles, CA
- Los Angeles International Airport Airfield and Terminal Modernization Project EIR/EA, Los Angeles World Airport, City of Los Angeles, CA

MADELYN DOLAN—PROJECT MANAGER

Education

- Bachelor of Science, Environmental Economics and Policy and Society & Environment (double major), University of California, Berkeley, CA, 2020

Madelyn Dolan has more than 6 years of relevant experience. She is knowledgeable in public policy, community organization, legal empowerment, and research. Ms. Dolan has substantial knowledge in CEQA and NEPA, which she gained from her experience in assisting with the preparation of various environmental documents, such as EIRs and MNDs. Ms. Dolan has extensive experience in organizing sustainability events, implementing educational programs in relation to waste reduction and environmental justice, developing sustainability guidelines, and coordinating with key stakeholders for various projects. Ms. Dolan manages projects and task orders completed on FCS's on-call contract with the City of Milpitas.

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
County of Contra Costa ; 30 Muir Road, Martinez, CA 94553	Jennifer Cruz , Principal Planner; 925.655.2867	March 2021 to March 2022	Project Manager for the Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies
City of Santa Rosa ; 100 Santa Rosa Avenue, Room 3, Santa Rosa, CA 95404	Kristinae Toomians , Senior Planner; 707.543.3223	November 2020 to March 2022	Project Manager for the Canine Early Development Center and Veterinary Clinic IS/MND
City of Pittsburg 65 Civic Avenue, Pittsburg, CA 94565	Celina Palmer, AICP , former Associate Planner at the City of Pittsburg (current Associate Planner at the City of Orinda) 925.253.4212	May 2021–April 2023	Project Manager for the Blue Wave Car Wash Project IS/MND and Technical Studies

RELATED EXPERIENCE AND CLIENT SUMMARY

- Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies, Contra Costa County, CA
- Canine Early Development Center and Veterinary Clinic CEQA Review, City of Santa Rosa, CA
- Scannell Properties Logistics Warehouse Project EIR, Contra Costa County, CA
- Blake-Griggs Multi-family Residential Facility EIR, City of Pleasant Hill, CA
- Blue Wave Car Wash Project IS/MND, City of Pittsburg, CA
- The Ranch Project Recirculated EIR, City of Antioch, CA
- Solid Waste and Recycling Transfer Station Replacement Project CEQA Compliance, City of Berkeley, CA
- Lassen Road Residential Development Project IS/MND, City of Livermore, CA
- Solano Ranch Project EIR and Technical Studies, City of Vallejo, CA
- Superior Self-storage Facility Project IS/MND and Technical Studies, City of Vallejo, CA
- 545 Sansome Street Office Project IS/MND, City of San Francisco, CA
- 1457 El Camino Real Condominium Development Class 32 CEQA Exemption, City of Burlingame, CA

MADELYN DOLAN—PROJECT MANAGER

- San Mateo Monte Diablo Avenue and North Kingston Street Townhomes CEQA 15332 Exemption, City of San Mateo, CA
- General Plan Update, Zoning Code Amendments, and CAP Program EIR, City of South San Francisco, CA
- Sausalito Comprehensive General Plan Update and EIR, City of Sausalito, CA
- 3443 Broadway Hilton Hampton Inn Project CEQA Services, City of American Canyon, CA
- Project Rosco Industrial Project IS/MND and Technical Studies, Sonoma County, CA
- Alexander Valley Wellness Center IS/MND, City of Cloverdale, CA
- Stonebridge Subdivision Project IS/MND, City of Santa Rosa, CA
- Shiloh Crossing Project IS/MND and Technical Studies, Town of Windsor, CA
- Tracy Alliance Project EIR and Technical Studies, City of Tracy, CA
- Travel Stop Project Planning/Entitlement and Addendum to the Master Plan EIR, City of Fillmore, CA
- Legacy Anaheim Residential Project CEQA Infill Streamlining Appendix N Checklist, City of Anaheim, CA
- Barton Road Logistics Center EIR, Technical Studies, and Peer Review, City of Colton, CA

MEGAN STARR, JD—LEGAL COUNSEL

Education

- Juris Doctorate, with Honors, University of Southern California Gould School of Law, CA, 2001
- Bachelor of Arts, History, with a Comparative Degree in Law and Society, Cum Laude, Dean's List, Regents Scholar, University of California, Riverside, CA, 1998

License

- California State Bar No. 217675

Megan Starr, JD, is a licensed Attorney with more than 24 years of experience in providing support and direction to multiple stakeholders on large projects involving State and federal environmental laws, including CEQA, the Endangered Species Act, the MBTA, the NHPA, the CAA, and the CWA. She has represented a wide variety of public agencies, including cities, counties, school districts, community services districts, transportation agencies, and water districts, on issues related to environmental and land use planning. Ms. Starr has also assisted in the preparation of numerous environmental documents, including EIRs/EISs, Categorical Exclusions, FONSI, NDs, MSHCPs, and MMRPs. In addition to providing legal counsel services, Ms. Starr has served as a CEQA Guidelines Project Manager and has prepared and distributed customized CEQA Guidelines and related forms for more than 60 different public agencies.

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
County of Contra Costa ; 30 Muir Road, Martinez, CA 94553	Jennifer Cruz , Principal Planner; 925.655.2867	March 2021 to March 2022	Legal Counsel providing Quality Assurance/Quality Control to FCS for the Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies
City of Richmond ; 450 Civic Center Plaza, Richmond, CA 94804	Hector Lopez , Senior Planner; 510.620.6706	June 2021 to February 2023	Legal Counsel providing Quality Assurance/Quality Control to FCS for the Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project
City of Napa ; 1600 First Street, Napa, CA 94559	Michael Allen , Senior Planner; 707.257.9630	April 2022 to February 2023	Legal Counsel providing Quality Assurance/Quality Control to FCS for the Browns Valley Subdivision Project IS/MND
City of Cloverdale ; 124 N. Cloverdale Boulevard, Cloverdale, CA 95425	Kevin Thompson, MBA , Assistant City Manager/Community Development Director; 707.894.1723	February 2019 to August 2020	Legal Counsel providing Quality Assurance/Quality Control to FCS for the Baumgardner Ranch Development Project IS/MND

MEGAN STARR, JD—LEGAL COUNSEL

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
City of Healdsburg; 401 Grove Street, Healdsburg, CA 95448	Linda Ruffing, Project Manager; 707.272.2343	November 2019 to February 2020	Legal Counsel providing Quality Assurance/Quality Control to FCS for the Addendum to the NEAP EIR for the North Village Project
City of Santa Rosa; 100 Santa Rosa Avenue, Room 3, Santa Rosa, CA 95404	Kristinae Toomians, Senior Planner; 707.543.3223	November 2020 to March 2022	Legal Counsel providing Quality Assurance/Quality Control to FCS for the Canine Early Development Center and Veterinary Clinic IS/MND

RELATED EXPERIENCE AND CLIENT SUMMARY

- Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies, Contra Costa County, CA
- Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project, City of Richmond, CA
- Browns Valley Subdivision Project IS/MND, City of Napa, CA
- Baumgardner Ranch Development Project IS/MND, City of Cloverdale, CA
- Addendum to the NEAP EIR for the North Village Project, City of Healdsburg, CA
- Canine Early Development Center and Veterinary Clinic CEQA Review, City of Santa Rosa, CA
- Del Hombre Apartments Project EIR, Contra Costa County, CA
- Scannell Properties Logistics Warehouse Project EIR, Contra Costa County, CA
- Terraces of Lafayette EIR Addendum, City of Lafayette, CA
- Oak Park Properties Specific Plan EIR, City of Pleasant Hill, CA
- Blake-Griggs Multi-family Residential Facility EIR, City of Pleasant Hill, CA
- Alves Ranch EIR Addendum, City of Pittsburg, CA
- San Ramon Retail Analysis, City of San Ramon, CA
- CityWalk Master Plan EIR, City of San Ramon, CA
- City Village Project Addendum to the North Camino Ramon Specific Plan EIR, City of San Ramon, CA
- The Promenade at the Preserve Residential Project IS/MND Addendum and Technical Studies, City of San Ramon, CA
- The Ranch Project Recirculated EIR, City of Antioch, CA
- Prologis Warehouse Planned Development and Site Plan Design Review IS/MND, City of Livermore, CA
- Lassen Road Residential Development Project IS/MND, City of Livermore, CA
- Spotorno Ranch Project Subsequent EIR, City of Pleasanton, CA
- 10x Genomics Development Project IS/MND and Supporting Technical Analysis, City of Pleasanton, CA
- Addendum to the 1509 El Camino Real Residential Condominiums IS/MND, City of Burlingame, CA
- Sausalito Comprehensive General Plan Update and EIR, City of Sausalito, CA

Publications

C. Lobel (Nossaman, Guthner, Knox & Elliott), M. Starr (Best Best & Krieger), and C. Calfee (Best Best & Krieger). 2006. "Legally Defensible Environmental Review Under CEQA."

JACKIE WINKEL, MUP—AIR QUALITY/GREENHOUSE GAS EMISSIONS AND ENERGY SPECIALIST

Education

- Master of Urban Planning, University of Wisconsin-Milwaukee, Milwaukee, WI, 2009
- Bachelor of Science, Urban and Regional Studies, University of Wisconsin Oshkosh, Oshkosh, WI, 2007

Jackie Winkel, MUP, is an environmental and air quality planning professional with more than 12 years of experience in air quality and GHG emissions impact analyses, urban planning, and project management. Ms. Winkel has a thorough knowledge and understanding of air quality analysis, including factors affecting air pollution distribution, emissions quantification, and mitigation strategies. She is well versed in the CEQA process and in reviewing and commenting on air quality and GHG emissions analyses in CEQA documents. Additionally, Ms. Winkel is knowledgeable in the implementation and analysis of BAAQMD CEQA guidelines and thresholds and proficient in the use of air quality and GHG emissions models, such as CalEEMod, AERMOD, OFFROAD, and EMFAC. She is proficient in communicating with, and presenting to, local government staff, consultants, the general public, and other stakeholders. Ms. Winkel also has experience in training, supervising, and guiding junior level staff.

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
City of South San Francisco 315 Maple Avenue, South San Francisco, CA 94080	Kelsey Evans, Administrative Assistant 650.829.6620	August 2023–February 2024	Air Quality/GHG Emissions Specialist for the Fire Station #63 Project Consistency Checklist
City of Napa 1600 1 st Street, Napa, CA 94559	Michael Allen, Senior Planner 707.257.9530	January 2024–present	Air Quality/GHG Emissions Specialist for the Zinfandel Estates Project IS/MND
Southridge Church 6830 Via del Oro, Suite 100, San Jose, CA 95119	Micaiah Irmeler, Owner 408.728.7471	January 2024–March 2024	Air Quality/GHG Emissions Specialist for the Southridge Church Air Quality/GHG Technical Report

RELATED EXPERIENCE AND CLIENT SUMMARY

- Elworthy Property Residential Project Due Diligence, Town of Danville, CA
- New Fire Station No. 63 Consistency Checklist and Technical Analyses, City of South San Francisco, CA
- Napa Zinfandel Estate Subdivision 53-lot Single-family Residential IS/MND, City of Napa, CA
- Santa Clara County 0 Piercy Road Church Construction Project Air Quality/GHG Emissions, Phase I ESA, and Wildfire Study, Santa Clara County, CA
- Pierce Road Mountain Winery Residential Project EIR, City of Saratoga, CA
- EKN Hotel + Downtown Housing and Economic Overlay Project Focused EIR, City of Petaluma, CA
- BoDean Company Construction Materials Processing Plant (File No. 19-16) EIR, Town of Windsor, CA
- Barber Yard Specific Plan Project EIR, City of Chico, CA
- Addendum to the Final EIR No. 331 for the Gypsum Canyon Cemetery Project Peer Review, City of Anaheim, CA
- Rio Vista Specific Plan EIR, City of Jurupa Valley, CA

ROBERT CARROLL—BIOLOGICAL RESOURCES AND REGULATORY COMPLIANCE SPECIALIST

Education

- Bachelor of Science, Fisheries Science, Concentration in Water Resources, Cum Laude, Oregon State University, Corvallis, OR, 2016
- Bachelor of Arts, Marketing, College of Business Administration, Marquette University, Milwaukee, WI, 2007

Licenses and Certifications

- Fairy Shrimp Identification Certification, 2017
- Wetland Delineation Certification, 2018

Robert Carroll has more than 15 years of experience in environmental analysis, biological resources, and regulatory permitting. While working at the ODFW, Mr. Carroll conducted spawning surveys of adult salmonids in numerous streams throughout the Willamette Valley. His experience at the ODFW also included spawning and rearing techniques at various ODFW run fish hatcheries for the dispersal of steelhead in lakes and rivers throughout the Corvallis watershed. Mr. Carroll also contributed to ODFW's preliminary study to document fish diversity throughout the Little Muddy Creek. As a Biologist and Regulatory Specialist, Mr. Carroll's expertise includes multi-agency regulatory permitting and compliance (NEPA, CEQA, and California and federal Endangered Species Acts), natural resource assessments, special-status flora and fauna species surveys, construction compliance monitoring, and wildlife habitat assessments. Mr. Carroll has extensive experience managing wetland delineation projects and performing regulatory permitting pursuant to the jurisdiction of the CDFW, the RWQCB, the USACE, and other local and regional agencies and organizations. He is well versed in the CWA Sections 404 and 401 permitting and the CDFW Code 1602 permitting. Mr. Carroll manages projects and task orders completed under FCS's on-call contract with the County of Contra Costa.

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
County of Contra Costa; 30 Muir Road, Martinez, CA 94553	Jennifer Cruz, Principal Planner; 925.655.2867	March 2021 to March 2022	Biological Resources Specialist for the Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies
City of Richmond; 450 Civic Center Plaza, Richmond, CA 94804	Hector Lopez, Senior Planner; 510.620.6706	June 2021 to February 2023	Biological Resources Specialist for the Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project
City of Cloverdale; 124 N. Cloverdale Boulevard, Cloverdale, CA 95425	Kevin Thompson, MBA, Assistant City Manager/Community Development Director; 707.894.1723	February 2019 to August 2020	Biological Resources Specialist for the Baumgardner Ranch Development Project IS/MND
City of Santa Rosa; 100 Santa Rosa Avenue, Room 3, Santa Rosa, CA 95404	Kristinae Toomians, Senior Planner; 707.543.3223	November 2020 to March 2022	Biological Resources Specialist for the Canine Early Development Center and Veterinary Clinic IS/MND

RELATED EXPERIENCE AND CLIENT SUMMARY

- Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies, Contra Costa County, CA
- Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project, City of Richmond, CA
- Baumgardner Ranch Development Project IS/MND, City of Cloverdale, CA
- Canine Early Development Center and Veterinary Clinic CEQA Review, City of Santa Rosa, CA
- CenterPoint Properties Logistics Warehouse Project EIR, Contra Costa County, CA
- Scannell Properties Logistics Warehouse Project EIR, Contra Costa County, CA
- Tassajara Parks Project EIR, Contra Costa County, CA
- Del Hombre Apartments Project EIR, Contra Costa County, CA
- Willow Avenue Commercial Center Project IS/MND, City of Hercules, CA
- Powerplant Agricultural Development Project Focused EIR and MND, City of Richmond, CA
- Marina Way Residential Project Wetland Delineation, City of Richmond, CA
- Richmond Country Club Residential Project IS/MND, Technical Studies, and Bay Trail Connection, City of Richmond, CA
- Quarry Residential Project Nesting Bird Survey, City of Richmond, CA
- Terraces of Lafayette EIR Addendum, City of Lafayette, CA
- Blake-Griggs Multi-family Residential Facility EIR, City of Pleasant Hill, CA
- Oak Park Properties Specific Plan EIR, City of Pleasant Hill, CA
- Grayson Creek Outfalls Project, City of Pleasant Hill, CA
- CarMax Project Biological Construction Monitoring and Memorandum, City of Pleasant Hill, CA
- Foundry Foodhall Technical Studies, City of Walnut Creek, CA
- Alves Ranch EIR Addendum, City of Pittsburg, CA
- Blue Wave Car Wash Project IS/MND, City of Pittsburg, CA
- Liberty Subdivision II Project Substantial Conformance Memorandum Services, City of Pittsburg, CA
- Crow Canyon Specific Plan Update Initial Study/Addendum, City of San Ramon, CA
- Chang Property Development IS/MND, Technical Studies, Planning, and LAFCO Application Services, City of San Ramon, CA
- CityWalk Master Plan EIR, City of San Ramon, CA
- The Ranch Project Recirculated EIR, City of Antioch, CA
- Cypress Self-storage Project Biological Assessment, City of Oakley, CA
- 2371 Oakley Street Project (Oakley II) Technical Studies, City of Oakley, CA
- John Muir Parkway Extension Project IS/MND and PES for NEPA Clearance, City of Brentwood, CA
- Silvergate Apartment Development Project Biological Pre-construction Survey, City of Brentwood, CA
- Volpone-Silver Gate Condominium Community Project Burrowing Owl (BUOW) (*Athene cunicularia*) and Nesting Birds Pre-construction Survey, City of Brentwood, CA
- Alameda Federal Center Reuse NEPA Documentation, City of Alameda, CA
- Fairmont Terrace Park Master Plan IS/MND, HARD, City of Hayward, CA
- Mission and Mattox Project Addendum, City of Hayward, CA
- Blacow Residential Project IS/MND and Technical Studies, City of Fremont, CA
- William J. Payne Sports Park Renovation Project IS/MND, City of Livermore, CA
- Chick-fil-A BRA, City of Livermore, CA
- Chick-fil-A BRA Update, City of Livermore, CA
- Lassen Road Residential Development Project IS/MND, City of Livermore, CA

DANA DEPIETRO, PHD, RPA—CULTURAL RESOURCES SPECIALIST

Education

- Doctor of Philosophy, Near Eastern Art and Archaeology, University of California, Berkeley, CA, 2012
- Master of Arts, Near Eastern Art and Archaeology, University of California, Berkeley, CA, 2005
- Bachelor of Arts, Archaeology and History (double major), University of California, San Diego, CA, 2002

License

- Registered Professional Archaeologist, License No. 13517, 2016

Dana DePietro, PhD, RPA, is a Registered Professional Archaeologist (License No. 13517) who meets the Secretary of the Interior's Standards for historic preservation programs in archaeology. Dr. DePietro has more than 21 years of experience in all aspects of cultural resources management, including prehistoric and historic archaeology, paleontology, materials conservation, history of art and architecture, and community engagement. He has experience in compliance with NEPA, CEQA, the NHPA, and the Archaeological Resources Protection Act. Dr. DePietro has completed cultural resource projects that have involved agency, client, Native American, and subcontractor coordination; treatment plans and research design development; archival research; field reconnaissance; site testing; data recovery excavation; construction monitoring; site recordation; site protection/preservation; mapping/cartography; spatial analysis/GIS; laboratory analysis; materials conservation; artifact curation and exhibition; and report production. He has completed projects in California within the jurisdiction of the BLM and other federal agencies requiring compliance with Section 106 of the NHPA. He has also completed projects throughout California under CEQA for State and local governments and municipalities, and has worked with clients to ensure deliverables meet and exceed the standards set by the OHP. Dr. DePietro manages projects and task orders completed under FCS's on-call contracts with the cities of Hercules, Richmond, Walnut Creek, San Ramon, Alameda, Berkeley, Dublin, Fremont, Hayward, Pleasanton, East Palo Alto, Millbrae, South San Francisco, Milpitas, San José, Rohnert Park, and Santa Rosa; the counties of Contra Costa and Solano; the City and County of San Francisco; the Town of Tiburon; the EBRPD; the Solano Community College District; and the Sonoma County Water Agency.

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
County of Contra Costa ; 30 Muir Road, Martinez, CA 94553	Jennifer Cruz , Principal Planner; 925.655.2867	March 2021 to March 2022	Cultural Resources Specialist for the Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies
City of Richmond ; 450 Civic Center Plaza, Richmond, CA 94804	Hector Lopez , Senior Planner; 510.620.6706	June 2021 to February 2023	Cultural Resources Specialist for the Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project

DANA DEPIETRO, PHD, RPA—CULTURAL RESOURCES SPECIALIST

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
Town of Fairfax; 142 Bolinas Road, Fairfax, CA 94930	Janet E. Coleson, JD, Town Attorney; 925.977.3319	May 2022 to July 2022	Cultural Resources Specialist for the Fairfax Pavilion Foundation Replacement/Accessibility Improvements Project Archaeological Services
City of Napa; 1600 First Street, Napa, CA 94559	Michael Allen, Senior Planner; 707.257.9630	April 2022 to February 2023	Cultural Resources Specialist for the Browns Valley Subdivision Project IS/MND
City of Cloverdale; 124 N. Cloverdale Boulevard, Cloverdale, CA 95425	Kevin Thompson, MBA, Assistant City Manager/Community Development Director; 707.894.1723	February 2019 to August 2020	Cultural Resources Specialist for the Baumgardner Ranch Development Project IS/MND
City of Healdsburg; 401 Grove Street, Healdsburg, CA 95448	Linda Ruffing, Project Manager; 707.272.2343	November 2019 to February 2020	Cultural Resources Specialist for the Addendum to the NEAP EIR for the North Village Project
City of Santa Rosa; 100 Santa Rosa Avenue, Room 3, Santa Rosa, CA 95404	Kristinae Toomians, Senior Planner; 707.543.3223	November 2020 to March 2022	Cultural Resources Specialist for the Canine Early Development Center and Veterinary Clinic IS/MND

RELATED EXPERIENCE AND CLIENT SUMMARY

- Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies, Contra Costa County, CA
- Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project, City of Richmond, CA
- Fairfax Pavilion Foundation Replacement/Accessibility Improvements Project Archaeological Services, Town of Fairfax, CA
- Browns Valley Subdivision Project IS/MND, City of Napa, CA
- Baumgardner Ranch Development Project IS/MND, City of Cloverdale, CA
- Addendum to the NEAP EIR for the North Village Project, City of Healdsburg, CA
- Canine Early Development Center and Veterinary Clinic CEQA Review, City of Santa Rosa, CA
- Del Hombro Apartments Project EIR, Contra Costa County, CA
- Tassajara Parks Project EIR, Contra Costa County, CA
- Scannell Properties Logistics Warehouse Project EIR, Contra Costa County, CA
- Retainer Contract for Staff Assistant, Contra Costa County, CA
- Willow Avenue Commercial Center Project IS/MND, City of Hercules, CA
- Powerplant Agricultural Development Project IS/MND, City of Richmond, CA
- Goodrick Property Richmond Project Wetland and Cultural Survey, City of Richmond, CA
- Richmond Country Club Residential Project IS/MND, Technical Studies, and Bay Trail Connection, City of Richmond, CA
- 4587 Pacheco Road Project Due Diligence, City of Martinez, CA

PHILIP AULT, MS, LEED AP—NOISE/ACOUSTICAL SPECIALIST

Education

- Master of Science, Advanced Environmental and Energy Studies for Architecture, University of East London at Center for Alternative Technology, Wales, UK, 2007
- Bachelor of Science, Mathematics, Bob Jones University, Greenville, SC, 1991

Training and Certifications

- US Green Building Council, LEED Accredited Professional (AP), without specialty
- TRAFFIX Training, Dowling Associates, Inc., Oakland, CA
- FHWA TNM 2.5 and Traffic Noise Fundamentals Training Course, Bowlby & Associates, Inc., Franklin, TN
- Principles of Ecological Design, Case Studies in Ecological Design, San Francisco Institute of Architecture San Francisco, CA

Philip Ault, MS, LEED AP, has more than 18 years of experience in noise and air quality environmental impact analysis. As the Director of Noise and Air Quality Services, Mr. Ault is responsible for overseeing climate-sustainability strategy, noise and air quality studies, and environmental management systems and regulatory compliance with CEQA and NEPA requirements. He has prepared project-level technical noise analyses and programmatic noise and vibration impact analyses for programmatic-level CEQA analyses, including general plans, general plan updates, and specific plans. Mr. Ault has managed more than 900 projects that included the coordination of technical teams across multiple disciplines, firms, and municipal staff. In the past five years, Mr. Ault has also taken on the management of multiple CEQA and NEPA projects that involved the preparation of Addenda, Exemptions, Initial Studies, EIRs, and EAs. In his role as Manager of the Noise Team, he trains staff on conducting field noise measurements in compliance with FHWA, Caltrans, FTA, and HUD standards, as well as providing director-level review of all noise analyses. Mr. Ault also provides senior oversight, peer review, and expert testimony for FCS's noise services. In his role as Manager of the Air Quality Team, he guides the training and coordination of the air quality team members. He oversees and manages a full range of air quality and GHG emissions analyses, health risk assessments, and energy impact analyses. Mr. Ault manages projects and task orders completed under FCS's on-call contracts, including contracts with the cities of Hercules, Richmond, San Ramon, Alameda, Berkeley, Dublin, Fremont, Hayward, Pleasanton, Burlingame, East Palo Alto, South San Francisco, Milpitas, San José, Rohnert Park, and Santa Rosa; the counties of Contra Costa and Solano; the City and County of San Francisco; the Town of Tiburon; the Solano Community College District; and the Sonoma County Water Agency.

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
County of Contra Costa ; 30 Muir Road, Martinez, CA 94553	Jennifer Cruz , Principal Planner; 925.655.2867	March 2021 to March 2022	Noise Specialist for the Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies
City of Richmond ; 450 Civic Center Plaza, Richmond, CA 94804	Hector Lopez , Senior Planner; 510.620.6706	June 2021 to February 2023	Noise Specialist for the Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project

PHILIP AULT, MS, LEED AP—NOISE/ACOUSTICAL SPECIALIST

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
City of Cloverdale; 124 N. Cloverdale Boulevard, Cloverdale, CA 95425	Kevin Thompson, MBA, Assistant City Manager/Community Development Director; 707.894.1723	February 2019 to August 2020	Noise Specialist for the Baumgardner Ranch Development Project IS/MND
City of Healdsburg; 401 Grove Street, Healdsburg, CA 95448	Linda Ruffing, Project Manager; 707.272.2343	November 2019 to February 2020	Noise Specialist for the Addendum to the NEAP EIR for the North Village Project
City of Santa Rosa; 100 Santa Rosa Avenue, Room 3, Santa Rosa, CA 95404	Kristinae Toomians, Senior Planner; 707.543.3223	November 2020 to March 2022	Noise Specialist for the Canine Early Development Center and Veterinary Clinic IS/MND

RELATED EXPERIENCE AND CLIENT SUMMARY

- Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies, Contra Costa County, CA
- Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project, City of Richmond, CA
- Baumgardner Ranch Development Project IS/MND, City of Cloverdale, CA
- Addendum to the NEAP EIR for the North Village Project, City of Healdsburg, CA
- Canine Early Development Center and Veterinary Clinic CEQA Review, City of Santa Rosa, CA
- Tassajara Parks Project EIR, Contra Costa County, CA
- Del Hombre Apartments Project EIR, Contra Costa County, CA
- CenterPoint Properties Logistics Warehouse Project EIR, Contra Costa County, CA
- Scannell Properties Logistics Warehouse Project EIR, Contra Costa County, CA
- Terraces of Lafayette EIR Addendum, City of Lafayette, CA
- Blake-Griggs Multi-family Residential Facility EIR, City of Pleasant Hill, CA
- CarMax Auto Superstore Project EIR and Technical Studies, City of Pleasant Hill, CA
- Foundry Food Hall Project Addendum to IS/MND, City of Walnut Creek, CA
- Trellis Residential Project EIR, City of Walnut Creek, CA
- Chang Property Development IS/MND, Technical Studies, Planning, and LAFCO Application Services, City of San Ramon, CA
- San Ramon Retail Analysis, City of San Ramon, CA
- CityWalk Master Plan EIR, City of San Ramon, CA
- City Village Project Addendum to the North Camino Ramon Specific Plan EIR, City of San Ramon, CA
- The Ranch Project Recirculated EIR, City of Antioch, CA
- Mangini Residential Project IS/MND, City of Brentwood, CA
- Alameda Federal Center Reuse NEPA Documentation, City of Alameda, CA
- Kaiser Dublin Medical Center EIR, City of Dublin, CA
- IKEA Retail Center Supplemental EIR, City of Dublin, CA
- Blacow Residential Project IS/MND and Technical Studies, City of Fremont, CA
- Fairmont Terrace Park Master Plan IS/MND, HARD, City of Hayward, CA
- Prologis Warehouse Planned Development and Site Plan Design Review IS/MND, City of Livermore, CA

YIU KAM—VISUAL SIMULATIONS SPECIALIST

Education

- Bachelor of Arts, Urban Studies, University of California, Berkeley, CA, 2006

Skills

- Graphic Design
- Urban Design
- Web Design
- 3-D Modeling + Visualizations
- Cartography
- Brand Development
- Marketing
- Copywriting
- Photography

Technical Expertise

- Adobe Creative Suite
- Microsoft Office
- SketchUp + Podium
- ArcGIS

Yiu Kam is a multi-disciplinary Designer specializing in developing meaningful and compelling visual tools for stakeholder and community consideration and collaboration. With more than 18 years of graphics expertise in the urban planning, long range planning, and environmental planning fields, Mr. Kam keenly understands the power of effective visual communication to educate, inform, and inspire an audience. He specializes in creating visual simulations and renderings for development projects undergoing CEQA review, with special consideration of viewshed corridors and compatibility with surrounding land uses. His workflow, developed over the years, ensures the geographically accurate and photorealistic depiction of a project's buildings, landscaping, and grading within an existing environment. Mr. Kam also has award-winning graphic communications experience in developing creative campaigns for various projects that encompass the disciplines of graphic design, project and event branding and art direction, informational animation videos, social media, and web design/user interface.

Client and Address	Contact Details	Length of Time Services were Provided	Description of Services
City of Cloverdale; 124 N. Cloverdale Boulevard, Cloverdale, CA 95425	Kevin Thompson, MBA, Assistant City Manager/Community Development Director; 707.894.1723	February 2019 to August 2020	Aesthetics/Visual Simulations Specialist Baumgardner Ranch Development Project IS/MND
City of Pleasant Hill 100 Gregory Lane, Pleasant Hill, CA 94523	Troy Fujimoto, City Planner 925.671.5224	March 2018–July 2020	Aesthetics/Visual Simulations Specialist for the Oak Park Properties Specific Plan EIR
City of Petaluma 11 English Street, Petaluma, CA 94952	Greg Powell, Senior Planner 707.540.0723 x 215	February 2024–present	Aesthetics/Visual Simulations Specialist for the EKN Hotel + Downtown Housing and Economic Overlay Project Focused EIR

RELATED EXPERIENCE AND CLIENT SUMMARY

- Baumgardner Ranch Development Project IS/MND, City of Cloverdale, CA
- Del Hombre Apartments Project EIR, Contra Costa County, CA

YIU KAM—VISUAL SIMULATIONS SPECIALIST

- Terraces of Lafayette EIR Addendum, City of Lafayette, CA
- Oak Park Properties Specific Plan EIR, City of Pleasant Hill, CA
- Blake-Griggs Multi-family Residential Facility EIR, City of Pleasant Hill, CA
- Proposed Construction of Hydrogen Fuel Cell Historical Hazardous Materials Study, City of Walnut Creek, CA
- San Ramon Retail Analysis, City of San Ramon, CA
- Chang Property Development IS/MND, Technical Studies, Planning, and LAFCO Application Services, City of San Ramon, CA
- The Ranch Project Recirculated EIR, City of Antioch, CA
- Woodbury Highlands Initial Study, City of Lafayette, CA
- IKEA Retail Center Supplemental EIR, City of Dublin, CA
- Faith Manor Project Landscape Architecture Services, City of Hayward, CA
- Spotorno Ranch Project Subsequent EIR, City of Pleasanton, CA
- Hidden Canyon Residences and Preserve Project EIR, City of Pleasanton, CA
- Blessing Drive Residence Visual Simulation, City of Pleasanton, CA
- 619–625 California Drive Project IS/MND, City of Burlingame, CA
- Light Tree Apartments Landscape Plans and Visualizations, City of East Palo Alto, CA
- Sausalito Comprehensive General Plan Update and EIR, City of Sausalito, CA
- Initial Study/Addendum to the Enchanted Resorts Project EIR, City of Calistoga, CA
- Civic Center and Downtown West End Gateway Project Supplemental EIR, City of Napa, CA
- Downtown Napa General Plan and Zoning Ordinance, City of Napa, CA
- Milpitas Sign Project Shade and Shadow Study/Memorandum, City of Milpitas, CA
- The Kelsey Ayer Station Project Initial Study and SB 35 Ministerial Approval, City of San José, CA
- Vista Oaks Subdivision Project IS/MND and Technical Studies, City of Cloverdale, CA
- Alexander Valley Wellness Center IS/MND, City of Cloverdale, CA
- NEAP EIR, City of Healdsburg, CA
- Chicken Town Mini Golf Center CUP and Site Plan and Architectural Review Services, City of Petaluma, CA
- Free Range Miniature Golf Center Landscape Architecture Services, City of Petaluma, CA
- Elnoka Continuing Care Retirement Community Project EIR, City of Santa Rosa, CA
- Interstate 80/Gilman Intersection Improvement Project Graphic Outreach, Visual Simulations, and Project Branding, Alameda County Transportation Commission, City of Berkeley, CA
- 2129 Shattuck Avenue Mixed-use Project Visual Simulations, City of Berkeley, CA
- Stanford Avenue Staging Area Expansion Project Visual Simulations, Mission Peak Regional Preserve Renderings, EBRPD, City of Oakland, CA
- San Leandro Shoreline Development Project EIR, City of San Leandro, CA
- Vallejo Comprehensive General Plan Update and EIR, City of Vallejo, CA
- Fire Station 41 (El Granada) Replacement Project EIR, Coastside Fire Protection District, San Mateo County, CA
- M-2 Zoning Update, City of Menlo Park, CA
- Hillsdale Station Area Plan, City of San Mateo, CA
- Atherton Town Center, Town of Atherton, CA
- Dell Avenue Area Plan, City of Campbell, CA
- Palo Alto Comprehensive Plan Update and EIR, City of Palo Alto, CA
- Northwest Specific Plan, City of Rohnert Park, CA
- Bay Trail Design Guidelines and Toolkit, Association of Bay Area Governments
- Spring Lake Central Project Landscape Architectural Services, City of Woodland, CA

I. REQUIRED STATEMENTS/DOCUMENTS

1. Disclose any actual, apparent, direct or indirect, or potential conflicts of interest that may exist with respect to the consultant, management, or employees relative to the services to be provided under the Agreement. Consultant must disclose any real or apparent conflict of interest associated with this project or with working for the City of Pinole. If a Consultant has no conflicts of interest, a statement to that effect shall be included in the Proposal.

FCS does not have any conflicts of interest.

2. Ability and agreement to fulfill the indemnification and insurance requirements contained in the standard contract.

In Section 4.2.1, we are requesting the Commercial General Liability be lowered to \$1 million/\$2 million and Auto Liability be lowered to \$1 million (combined single limit), because it more accurately reflects the risk posed by our work and is in line with industry standards for environmental consultants. With regards to the Auto Liability, FCS has been advised that the City's type of policy for auto coverage (per occurrence/general aggregate) is restricted to personal/residential policies and is not available for commercial businesses.

3. A statement that nothing contained in the submitted proposal will be proprietary.

FCS has not included any proprietary information in our SOQ.

4. Acknowledgement that the Consultant understands that all documents submitted to the City in connection with the proposal are subject to the California Public Records Act and may be disclosed without notice to the Consultant.

FCS understands that all documents submitted to the City in connection with the SOQ are subject to the California Public Records Act and may be disclosed without notice to FCS.

5. A description of any and all proposed exceptions, alterations or amendments to the Scope of Services or other requirements of this RFP, including the Standard Contract (Attachment A).

We are requesting a site provision be included since project may require site work. The requested language is:

"However, notwithstanding the foregoing and/or anything to the contrary herein, the City agrees to provide—or to require a party other than CONSULTANT to provide—a safe and compliant worksite and working conditions while CONSULTANT'S personnel and equipment are on the property. Failure to do so affords CONSULTANT, at its own choosing, the ability to either a) terminate the contract with three (3) calendar days' notice or b) cease work on any project at any time CONSULTANT identifies unsafe conditions and either option shall be agreed to by the City without penalty and with payment for services rendered prior to termination or cessation of work taking effect."

In Section 5.1, we are requesting that the phrase “or incident” (line 6) and “all consequential damages” (line 10) be deleted.

6. List and explain any pending bankruptcies, liens, stop payment notices, judgments, lawsuits, arbitrations, mediations, foreclosures, and any similar actions filed or resolved in the past seven (7) years. Please indicate whether a client has ever terminated a contract for breach, and if so, please explain.

FCS does not have any pending bankruptcies, liens, stop payment notices, judgments, lawsuits, arbitrations, mediations, foreclosures, and any similar actions in the past seven (7) years. We have also not had any contracts terminated for breach.



LSA

CITY OF PINOLE
PROPOSAL FOR
ON-CALL & ENVIRONMENTAL PLANNING SERVICES

MAY 2024



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Appendix A: Key Staff Resumes





A. Cover Letter

May 6, 2024

City of Pinole
Community Development Department
2131 Pear Street
Pinole, CA 94965
Attn: Lilly Whalen, Community Development Director

**Subject: Proposal for On-Call & Environmental Planning Services
(Category 1: Environmental Planning Services)**

Dear Ms. Whalen:

LSA is pleased to submit this proposal to the City of Pinole (City) in response to the City's Request for Proposals (RFP) for On-Call & Environmental Planning Services. Specifically, LSA is proposing to provide services for **Category 1: Environmental Planning Services**. We understand that the City is seeking to establish a list of qualified consultants to prepare environmental documentation and technical studies to comply with the California Environmental Quality Act (CEQA) for a period of up to 4 years.

LSA possesses the qualifications necessary to assist the City with all aspects of CEQA compliance on an on-call basis. This assistance may come in the form of preparation of Categorical Exemptions (CEs), Initial Studies (ISs), Negative/Mitigated Negative Declarations (NDs/MNDs), Environmental Impact Reports (EIRs), or Addendums to previous EIRs, as well public notices, staff reports, resolutions, findings and statements of overriding considerations, and Mitigation Monitoring and Reporting Programs (MMRPs). The LSA Team is also able to prepare all supporting technical studies required for CEQA documentation, including biological resources and wetlands studies; historic architectural and archaeological resources studies; traffic analyses; air quality, energy, and greenhouse gas (GHG) analyses; acoustical studies; aesthetics and visual resources analyses; hazardous materials reviews; hydrological and water quality analyses; and geotechnical reviews. LSA's technical staff can also peer review such studies submitted by project applicants. Our staff is also skilled in the processes of public engagement and regularly leads scoping sessions and presents findings in various public forums such as community workshops and before decision-making bodies such as Planning Commissions and City Councils. LSA can perform all of the anticipated tasks listed in the City's RFP.

Our key qualifications for conducting the requested services are:

- Extensive experience preparing environmental documents for projects throughout the San Francisco Bay Area, particularly throughout Contra Costa County and the East Bay;
- Knowledge of the local political, planning, and environmental landscapes, having completed projects for a number of other similar communities throughout the East Bay Area, including those with similar characteristics as Pinole;

LSA's Primary Contact(s):

Theresa Wallace, AICP, Principal

Role: Principal in Charge

Theresa.Wallace@lsa.net

**Florentina Craciun,
Associate/Senior Environmental
Planner**

Role: Project Manager

Florentina.Craciun@lsa.net

LSA's Local Office:

157 Park Place
Point Richmond, CA 94801
T: (510) 236-6810



- Solid understanding of CEQA and the environmental review process supported by our in-house technical specialists; and
- Familiarity with the issues that are important to residents in Pinole, and the ability to customize our approach to environmental review accordingly.

With **47 years of experience preparing thousands of environmental documents and providing environmental planning services for municipal clients throughout the Bay Area**, we are confident that LSA can provide the essential project management, strategic thinking skills, and multidisciplinary technical knowledge the City seeks. Our proposed team is efficient at preparing a broad range of high-quality environmental documents and provides effective and implementable solutions to resolve CEQA issues. Many public agencies have recognized LSA's ability to provide a broad spectrum of environmental services on an on-call basis, including the cities of El Cerrito, Richmond, San Pablo, Hayward, Dublin, Fremont, Redwood City, Berkeley, Foster City, and Milpitas, to name a few. This proposal summarizes LSA's relevant services to some of these jurisdictions.

For this on-call contract, **Theresa Wallace, AICP, Principal**, will serve as the Principal in Charge and main point of contact for the City. She has 21 years of experience providing CEQA services throughout the Bay Area and will be responsible for assigning staff to individual task orders and overseeing the preparation and management of environmental documents for the City. **Florentina Craciun, Associate/Senior Environmental Planner**, will serve as the Project Manager. Ms. Craciun brings a total of 14 years of public agency and private consulting experience within the field of environmental planning. We also include **Shanna Guiler, AICP, Associate/Senior Environmental Planner**, as Potential Project Manager. Ms. Guiler serves as the main point of contact for LSA's on-call contracts for the cities of Richmond and Dublin. Additionally, our in-house experts included for this contract will provide technical expertise for biological resources; archaeological, historic, and tribal cultural resources; paleontological resources; air quality and GHG emissions; noise and vibration; traffic/transportation; and water quality and hydrology. For geology, soils, and hazards analyses, as well as complex hydrology and water quality issues (as needed) in support of environmental documentation, LSA has engaged Baseline Environmental Consulting (Baseline) and Ninyo & Moore for assistance. LSA has teamed with both firms on multiple city contracts in the San Francisco Bay Area.

LSA submits this proposal for on-call environmental planning services with a great deal of enthusiasm and believes that our extensive experience throughout Contra Costa County and working on projects throughout the East Bay can help the City balance its workload while providing the utmost service to the public and applicants. We are confident in our ability to be responsive and provide the City with high-quality environmental services on short notice and on an on-call basis throughout the contract term.

We acknowledge and accept the terms and conditions of the Consulting Services Agreement (Attachment A). This proposal is valid for ninety (90) days. We also acknowledge both Addendum No. 1 and No 2, dated April 29, 2024. If you have any questions regarding this submittal, please contact Theresa Wallace at Theresa.Wallace@lsa.net or at (510) 236-6810.

Sincerely,

LSA Associates, Inc.

Anthony Petros
Chief Executive Officer (CEO)

Theresa Wallace, AICP
Principal



B. Brief Company Profile

Firm Background

LSA is a 100 percent employee-owned environmental consulting firm with 47 years of experience and nearly 180 employees in 9 offices throughout California, including our local San Francisco Bay Area office in Point Richmond, which is approximately 9 miles from the City of Pinole. LSA's corporate headquarters is located in Irvine, with additional offices in Roseville, Clovis, San Luis Obispo, Los Angeles, Riverside, Palm Springs, and Carlsbad. We provide multidisciplinary land use and environmental planning services. As planners and environmental analysts, we are active in all aspects of community development, land use planning, and public involvement. As technical specialists, we provide expertise in biological resources and permitting, cultural and paleontological resources, air quality/GHG emissions and climate change, noise and vibration, transportation, and water quality. Environmental analysis, planning, and permitting have been the cornerstones of LSA's professional practice since our founding in 1976. We are thoroughly familiar with the processes, procedures, and technical requirements of CEQA and the National Environmental Policy Act (NEPA) and are a "one-stop" choice for environmental documentation services.



Our environmental team has prepared numerous documents to satisfy the requirements of specific agencies such as the United States Army Corps of Engineers (USACE), the California Department of Transportation (Caltrans), the Federal Highway Administration (FHWA), the United States Fish and Wildlife Service (USFWS), the California Coastal Commission (CCC), the California Department of Fish and Wildlife (CDFW), and the Regional Water Quality Control Board (RWQCB). This expertise includes coordination with local, State, federal, and other governmental agencies preparing and processing environmental documents and technical studies, managing public participation programs, issuing necessary legal notices, and incorporating each document into the relevant planning process. **LSA has a successful track record of preparing environmental documents that are technically sound and legally robust as well as innovative and solution oriented.**

Additionally, many of our planners are certified by the American Institute of Certified Planners (AICP) and are active members of the American Planning Association (APA) and the Association of Environmental Professionals (AEP). We regularly work with land use and CEQA attorneys who provide us with specific suggestions as to how the most recent case law should be interpreted and incorporated into



our EIRs and other CEQA documents. Technical studies for air quality, biological resources, cultural and tribal resources, noise and vibration, traffic, and hydrology and water quality are regularly incorporated into CEQA and planning documents and prepared as stand-alone studies.

Overview of LSA's Services/General Qualifications of Firm

The LSA Team provides technical services that address all the topic areas outlined in the RFP. The following is a brief introduction to **LSA's areas of specialization as they pertain to this contract:**



Environmental Analysis and Planning. Navigating CEQA and NEPA requirements is a critical part of project development in California. LSA's Environmental Planning Group offers broad expertise in environmental analysis and guides projects through all aspects of CEQA and NEPA compliance documentation. Working across multiple technical disciplines, our staff members combine their knowledge of science and regulations with creative problem-solving skills to provide solutions that are innovative, practical, and efficient. LSA offers highly skilled and responsive support to both public- and private-sector clients. This experience includes the preparation of a wide range of CEQA/NEPA documents, including EIRs, Environmental Impact Statements (EISs), Environmental Assessments (EAs), NDs/MNDs, ISSs, MMRPs, Finding of No Significant Impacts (FONSIs), Categorical Exemptions/Categorical Exclusions (CEs), addenda to adopted/certified environmental documents, and numerous technical studies. With respect to ongoing education, our staff members maintain and supplement their knowledge, understanding, and technical expertise in the application of CEQA by regularly attending workshops on recent court outcomes and legislative amendments. Our planners use their thorough understanding of CEQA and decades of analogous projects to craft environmental documentation that is efficient, technically sound, and resilient to challenge. This process streamlines documentation and focuses on the analysis, all while ensuring that the resulting documentation is legally robust and defensible. This expertise includes coordination with local, State, federal, and other governmental agencies; managing public participation programs; issuing necessary legal notices; and incorporating each document into the relevant planning process.

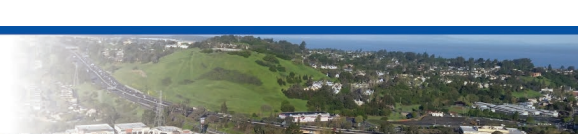
Public Participation, Community Outreach, and Community Development. As planners and environmental analysts, the LSA Team is active in all aspects of community development, land use planning, and public involvement. Our team has considerable experience delivering public presentations and conducting community workshops regarding complex and controversial planning projects. LSA works closely with its clients to identify and implement creative ways to solicit stakeholder input in the environmental review process from underrepresented members of the community.



Biological Resources and Regulatory Permitting. We provide a full range of biological services including special-status species surveys, biological assessments, and mitigation plans for listed plants and animals; wetland assessments, wetland delineations, regulatory permits, and wetland mitigation; riparian revegetation/restoration; biological resource sections of CEQA documents; tree surveys and arborist reports; botanical surveys for special-status plants and vegetation mapping; wildlife surveys for special-status species, habitat assessments and modeling, and mitigation plans; and GIS mapping. LSA also maintains a number of Section 10 permits for scientific research on various listed species that must be handled during sampling or monitoring. In addition, staff biologists maintain California scientific collector permits to conduct monitoring and sampling work. We regularly conduct construction monitoring and interact with contractors to ensure compliance with regulatory agency permit conditions and CEQA mitigation measures.



Cultural, Tribal, and Historic Resources. We help navigate the full spectrum of federal, State, and local environmental review requirements governing the management and preservation of cultural resources. LSA's Cultural Resources Group is made up of a diverse and highly qualified core group of archaeologists, tribal consultants, and historic preservation specialists with extensive experience in the management of cultural resources throughout California. LSA assists its clients with compliance on projects dealing with CEQA, NEPA, the National Historic Preservation Act (NHPA), California Register of Historical Resources (California Register) documentation and nominations, and preparation of Historic American Buildings Survey (HABs) documentation. We have earned a reputation for employing innovative techniques and developing new technologies to protect resources and manage projects. All staff archaeologists at LSA either meet or exceed the Secretary of the Interior's Qualification Standards, and staff archaeologists are Registered Professional Archaeologists (RPAs) or Registered Archaeologists (RAs). Our team of specialists address regulatory requirements pertaining to archaeology, architectural history, local and regional history, cultural landscapes, Native American consultation, and traditional cultural properties. Additionally, LSA supports public agency staff in meeting their tribal consultation requirements under Assembly Bill (AB) 52 and Senate Bill (SB) 18 and engages in Section 106 Native American consultation with many Native American groups in California. Our cultural resources team are proficient in facilitating tribal engagement. Tribal engagement is a nonlinear process that fosters an open exchange of information with emphasis on trust, respect, and shared responsibility. This is accomplished through ongoing meaningful collaboration, open dialog, and exchange of potentially confidential and sensitive information that can have long-lasting impacts on tribes and their relationship with conservation efforts. LSA assists in the development of Tribal Participation and Engagement Plans through coordination with tribal members, cultural resources specialists, and Tribal Historic Preservation Officers (THPO) to assure full and candid expression that addresses tribal perspective, key issues, and additional concerns during the planning and decision-making process.



Paleontological Resources. Paleontological resources (i.e., fossils) include the preserved remains or other evidence of past life and are protected by various federal, State, and local regulations and requirements. LSA has provided professional paleontologists for projects throughout the western United States since 1979, and the firm supports its knowledge of the regulatory framework with region-specific expertise, professional certifications, and fully appointed laboratory facilities. LSA understands that only projects involving activities or disturbance of native sediments would require paleontological resource management work.



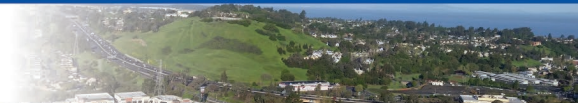
Air Quality/Greenhouse Gas Emissions. Our Air Quality and GHG Group provides comprehensive air quality services to ensure compliance with CEQA, NEPA, and local requirements. Services range from construction-level analyses of transportation and development projects to the assessment of planning documents and studies of unique sources of air pollution. LSA's air quality services are responsive to evolving State and federal standards, recent case law, and scientific literature. We use quantitative and qualitative methods to evaluate project and program GHG emissions and work within a multidisciplinary team to craft innovative mitigation measures to reduce effects on global climate change. To determine the potential air quality impacts of each project, LSA uses state-of-the-art computer models and assessment protocols developed by the United States Environmental Protection Agency, the FHWA, the California Air Resources Board (CARB), Caltrans, the Federal Aviation Administration (FAA), local air quality management and air pollution control districts, and city or county governments with jurisdiction over our project sites. From GHG emissions to the carbon footprint of a project, our experts will work with City staff to develop an approach to climate change analysis that meets current challenges, anticipates future issues, and reflects the needs of the community and multiple regulatory agencies.



Noise and Vibration (Acoustics). LSA noise specialists provide acoustical assessment services in compliance with CEQA, NEPA, and local requirements. Our services range from construction-level analyses of transportation and development projects to the assessment of planning documents and studies of unique sources of noise. We will work with the City to develop reasonable assumptions for construction methods, equipment, and duration. LSA will coordinate with both the design team and the traffic group to analyze operational noise impacts.



Traffic/Transportation. Our transportation staff offers comprehensive transportation planning and engineering services for all aspects of transportation projects. These services include traffic and parking studies, operational analyses, and transportation planning research. In addition, LSA conducts modeling for regional transportation networks, identifies roadway funding and cost sharing opportunities, and assesses traffic impact and parking conditions. LSA's transportation team is recognized for its creative, solution-oriented approach and its sensitivity to communities, and it has supported local communities with alternative transportation planning and active transportation implementation. LSA has also been part of the discussion regarding numerous State and regional mobility issues, such as Complete Streets, General Plan Circulation requirements, Long-



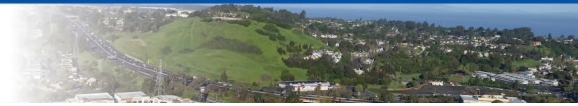
Range Transportation planning, and land use and transportation integration (SB 375) LSA is also a recognized leader on SB 743. Our transportation planning staff has conducted CEQA Vehicle Miles Traveled (VMT) analysis, including mitigation measures, for several types of projects statewide. LSA also has extensive knowledge of and experience with the various travel demand models utilized throughout the State.



Water Quality. LSA's water quality staff members are experts in water quality regulations and standards and have extensive experience analyzing projects pursuant to CEQA and NEPA. LSA applies its expertise to help its clients identify and address water quality issues throughout the life cycle of their projects. LSA's water quality services include water quality analysis for environmental documents (e.g., EIRs, EISs, IS/MNDs, EAs), Water Quality Assessment Reports for Caltrans projects, Summary Floodplain Encroachment Reports for Caltrans projects, and peer review of Hydrology Reports and Water Quality Management Plans for development projects for purposes of CEQA compliance.



Graphics and Visual Assessment. LSA's staff includes in-house expert professionals in graphics technology. A key component of the environmental process is to write and convey information in a manner that is both accessible and useful to the public and to decision-makers. This entails the development of technical studies and reports utilizing graphs and figures to illustrate concepts in an easily digestible way. LSA provides a multitude of services within its Graphics department including multiple types of photo-simulations and landscape alterations. Using a variety of different software packages, our Graphics department can provide an accurate representation of a planned project and provide insight as to what it will look like to provide additional detail for audiences. Simulations can vary from basic to photorealistic representations of a project. We also have extensive experience developing exhibits, presentations, and other materials that help to clearly convey project information to the general public and other interested stakeholders.



C. Organization and Staffing

LSA offers a well-qualified team that will provide the full range of expertise needed to comprehensively address all required environmental services the City may need under this on-call contract. The following section presents the qualifications of the lead management team and key personnel who will work on projects arising from this on-call list. Full resumes are provided in **Appendix A**.

LSA Project Management Team



Theresa Wallace, AICP, Principal

Role: Principal in Charge

Education: B.A., Environmental Studies / Years of Experience: 21

Ms. Wallace will oversee the professional services agreement with the City and serve as the Principal in Charge. She is a seasoned Planner and Project Manager with expertise in conducting and overseeing project-level environmental documentation for projects on suburban and urban infill and greenfield sites. Her experience encompasses a wide array of public- and private-sector projects, including a number of residential, commercial, office, institutional, and mixed-use projects, as well as public park master plans and facilities and bicycle/pedestrian paths. She is adept at managing multidisciplinary teams and helping agencies navigate complex environmental review processes. She has managed the environmental review for a number of large-scale, high-profile projects. **Ms. Wallace currently serves as Principal in Charge for all of LSA's prequalified lists and as-needed CEQA contracts throughout the Bay Area, which include the cities of El Cerrito, Richmond, San Pablo, Hayward, Dublin, Fremont, Redwood City, Berkeley, Foster City, and Milpitas, to name a few. She is also the main point of contact for the City and County of San Francisco, the City of San Jose, and the City of Oakland prequalified CEQA consultant's lists.**



Florentina Craciun, Associate/Senior Environmental Planner

Role: Project Manager

Education: M.A., Urban Planning; B.A., History / Years of Experience: 14

Ms. Craciun will serve as Project Manager. She has extensive experience in preparing CEQA and NEPA documents and permitting applications. She recently served as a Senior Environmental Planner for the City and County of San Francisco, where she managed the environmental compliance processes for a variety of projects. As part of her management role, she directed resource specialists in completing technical studies, including biological resources, transportation impact assessments, and cultural resources studies as well as coordinated with consultants, applicants, and internal staff. Ms. Craciun has expertise in environmental clearance strategies for project compliance with local, State, and federal regulation. **Her relevant project experience includes: the 59 Arden Road Project IS/MND for the City of Berkeley and the Gilman Gateway Rezone Project EIR for the City of Berkeley; the South Main Mixed-Use Development IS and EIR for the City of Redwood City; the Sonoma Gateway Project IS and EIR for the City of Vallejo; Mount Zion Medical Office Building Addendum to the Long Range Development Plan EIR for the University of California, San Francisco; and the 2000 Shorebreeze Apartments Project IS/MND and EA for the City of Mountain View.**



Shanna Guiler, AICP, Associate/Senior Environmental Planner

Contract Role: Potential Project Manager

Education: M.U.E.P., Urban and Environmental Planning; B.A., Physics /

Years of Experience: 21

Ms. Guiler will serve as a Potential Project Manager. She is a versatile urban and environmental planner with expertise in impact analysis, environmental documentation for project compliance under both CEQA and NEPA, and permit processing for federal, State, and local public agencies as well as private developers. She is experienced in evaluating complex projects and preparing user-friendly planning documents that incorporate reliable technical data and sound environmental analysis. **Ms. Guiler is the Project Manager for LSA's on-call environmental contracts with the cities of Richmond and Dublin. Her relevant project experience includes: the San Francisco Bay Trail: Pinole Shores to Bayfront Park in Pinole for the East Bay Regional Park District; the Hilltown Residential Development Project for the City of Hercules; the Heather Farm Park Projects for the City of Walnut Creek; Iron Horse Trail Bollinger Canyon Overcrossing Project for the City of San Ramon; and the Canyon Road Bridge Replacement Project for the Town of Moraga.**

LSA Key Staff Table

Key Staff Name, Title & Proposed Role on Contract	Qualifications Overview
Environmental Planning	
Ashley Honer, Environmental Planner Role: Environmental Planning	Ms. Honer has experience in preparing a variety of documents required for environmental permitting and analysis for various public agencies within California including several counties and cities throughout the State, CDFW, California State Water Resources Control Board (SWRCB), Division of Water Rights, and California Department of Food and Agriculture (CDFA). She is well versed in California environmental policy and has experience with the preparation of Lake and Streambed Alteration Agreement Applications, 401 Water Quality Certification Applications, a variety of water rights, and CEQA ISS, MNDs, and Notices of Exemptions. Her primary responsibilities within LSA include the preparation of a variety of reports and documents required for environmental permitting and CEQA compliance. Years of Experience: 7 Education: B.S., Environmental Management and Protection Relevant project experience includes: - City of Berkeley, 3003 Dwight Way Project, Berkeley, CA - City of Hayward, 3890 and 3898 Depot Road, Hayward, CA - City of Millbrae, 210 Adrian Road Project, Millbrae, CA
Lauren Peachey, Environmental Planner Role: Environmental Planning	Ms. Peachey assists with the preparation of environmental documentation. Her primary responsibilities include providing project management assistance for a variety of land development projects and conducting research and analysis for the preparation of environmental documents to evaluate potential project impacts on water quality, population and housing, public services and utilities, and



Key Staff Name, Title & Proposed Role on Contract	Qualifications Overview
	environmental compliance for CEQA and NEPA. She has prepared various types of CEQA- and NEPA-related documents for land developments, including EAs, ISs, EIRs, mitigation monitoring plans, and environmental commitment records. Years of Experience: 2 Education: B.S., Environmental Management and Protection, with Minors in Biology and Political Science Relevant project experience includes: - City of Berkeley, Gilman Gateway Rezone Project, Berkeley, CA - City of Brisbane, Sierra Point Life Sciences and Hotel Project, Brisbane, CA - University of California San Francisco, Mount Zion MOB LRDP EIR Addendum, San Francisco, CA
Brent Rosenwald, Environmental Planner Role: Environmental Planning	Mr. Rosenwald has experience preparing environmental documentation for both public and private clients in accordance with CEQA and NEPA. He is experienced in working as a deputy project manager as part of multi-disciplinary teams for a range of projects, including various development projects. He is also experienced in gathering input from stakeholders and the public and incorporating that input into planning documents. Years of Experience: 4 Education: B.S., Environmental Policy, Analysis, and Planning; B.A. Economics Relevant project experience includes: - City of Belmont, 2 Davis Drive Office/R&D Project EIR, Belmont, CA - City of Dublin, 580 Fallon Development Project, Dublin, CA - Rockwood Pacific Inc, 3400 Laguna Heritage on the Marina Project, San Francisco, CA
Biological Resources	
John Kunna, Associate/Senior Biologist Role: Biological Resources	Mr. Kunna conducts construction site monitoring and surveys for special-status species, including California tiger salamander, foothill yellow-legged frog, California red-legged frog, western pond turtle, Lange's metalmark butterfly, salt marsh harvest mouse, American badger, burrowing owl, Ridgway's rail, white-tailed kite, and nesting migratory birds. He also writes CEQA documents and prepares technical documents and permit applications for submittal to regulatory agencies, including the USACE, CDFW, RWQCB, and USFWS. Years of Experience: 20 Education: B.A., Biology Professional Certifications: Independent holder of Section 10(a)(1)(A) recovery permit TE 40218B-0, which gives authorization to independently conduct permitted activities for San Francisco garter snake, Alameda striped racer, California red-legged frog, and California tiger salamander Relevant project experience includes: - City of Menlo Park, 111 Independence Drive EIR, Menlo Park, CA - City of Redwood City, 1548 Maple Street Project, Redwood City, CA - City of Belmont, 2 Davis Drive Office/R&D Project EIR, Belmont, CA



Key Staff Name, Title & Proposed Role on Contract	Qualifications Overview
Cultural Resources	
Ivan Strudwick, RPA, Associate/ Archaeologist Role: Cultural Resources – Archaeology and Tribal Consultation	Mr. Strudwick has conducted and managed all phases of archaeological projects, including fieldwork, laboratory analysis, research, and report writing. His duties include project design and proposal preparation for surveys, testing, and data recovery mitigation; personnel supervision; and report preparation, resource evaluation, and recommendations. He also serves as LSA's primary field and laboratory director and has directed excavations with field crews of more than 80 individuals. Additionally, Mr. Strudwick has worked as the Native American coordinator for extensive multiyear projects and has numerous professional publications in peer-reviewed scientific journals. The extent of Mr. Strudwick's experience with fieldwork, report preparation, and managing both small and large groups of archaeologists and coordinating with Native Americans gives him unique perspective and ability in relation to cultural resource management. Years of Experience: 42 Education: M.A., Anthropology, Specializing in Archaeology; B.A., Anthropology Professional Certifications: Register of Professional Archaeologists (RPA No. 10350); 40-Hour Hazardous Waste Operations and Emergency Response Trained Relevant project experience includes: - Trammell Crow Residential, Alexan Anaheim-Uptown CEQA Project, Anaheim, CA - Lewis Management Corp., Santa Barbara-Chino Mixed-Use Project, Chino Hills, CA - South Shores Church, South Shores Church Monitoring Project, Dana Point, CA
Historic Resources	
Michael Hibma, Associate/ Architectural Historian/Historian Role: Historic Resources	Mr. Hibma's experience in cultural resources management includes archival and historical research, architectural field surveys, architectural inventories, analysis, and reporting. He conducts historical research and field studies, and he authors historical sections of cultural resource reports, ISs, and EIRs. He documents and evaluates historical built environmental cultural resources in accordance with the California Register of Historical Resources and the National Register of Historic Places. Mr. Hibma also conducts studies to address Section 106 of the National Historic Preservation Act, compliance with State and local regulations, and prepares cultural resource documents in accordance with Caltrans requirements. Years of Experience: 17 Education: Certificate in Land Use and Environmental Planning; M.A., History, Thesis: Historic District Nomination of the Newton Booth Neighborhood; B.A., History Professional Certifications/Training: 36 Code of Federal Regulations (CFR) 61 Qualified Historian and Qualified Architectural Historian; Oral Historian; Regional Historian; Historic Preservation; Preservation Planning Relevant project experience includes:



Key Staff Name, Title & Proposed Role on Contract	Qualifications Overview
	- City of Martinez, 800 Escobar Street Project, Martinez, CA - City of Berkeley, 2546-2588 Bancroft Way Proposed Project Development Impacts Analysis, Landmark Properties, Inc., Berkeley, CA - City of Menlo Park, 389 El Camino Real Project, Menlo Park, CA
Paleontological Resources	
Kelly Vreeland, M.Sc., Associate/Paleontologist Role: Paleontological Resources	Ms. Vreeland is a paleontologist with field and laboratory experience that includes work and research projects throughout California. She has conducted paleontological resources monitoring for several projects and has assisted in the preparation of Paleontological Resources Monitoring and Mitigation Plans. She has also assisted in preparing Paleontological Resources Monitoring Reports. Years of Experience: 9 Education: M.Sc., Geology; B.Sc., Geology Relevant project experience includes: - County of Placer, Placer Retirement Residence Project, Placer County, CA - County of Placer, Eureka Grove Project, Placer County, CA - City of Morro Bay, Morro Bay Water Facility Project Phase II Project, Morro Bay, CA
Air Quality/GHG Emissions	
Jessica Coria, Associate/Director of Air Quality and Climate Change Services Role: Air Quality/GHG Emissions	With a decade of experience, Ms. Coria served as a Regional Program Manager at the San Joaquin Valley Air Pollution Control District and as a consulting Senior Scientist prior to her current position at LSA. Her expertise includes regulatory compliance; air quality impact analysis per CEQA requirements; conducting Health Risk Assessments (HRAs); air dispersion modeling; sustainable project design; air pollution control measures; and GHG emissions mitigation. She has a comprehensive knowledge of CEQA requirements for air districts throughout California. Ms. Coria is experienced with the models and methods used to assess both air quality and GHG impacts. Her CEQA experience includes conducting technical evaluations and overseeing the preparation of air quality, GHG, and energy analysis for EIRs, Specific Plans, General Plans, Climate Action Plans, and Housing Element Updates, as well as mixed-use, commercial, residential, and industrial warehouse projects throughout California. Years of Experience: 10 Education: M.S., Environmental Science and Policy; B.A., International Relations: Global Environment, Health, and Natural Resources Relevant project experience includes: - City of Richmond, Peer Review of IMTT Terminal Tank Project, Richmond, CA - City of Pleasanton, Stoneridge Mall Apartments Project, Environmental Checklist, Pleasanton, CA - City of South San Francisco, General Plan Update, Zoning Code Amendments, and Climate Action Plan Program EIR, South San Francisco, CA



Key Staff Name, Title & Proposed Role on Contract	Qualifications Overview
Cara Cunningham, Associate/Senior Environmental Planner Role: Air Quality/GHG Emissions	Ms. Cunningham provides project management and technical assistance on a variety of planning and environmental documents including environmental assessments, ISS and EIRs. She has been involved in residential and commercial development projects, road improvement projects, and program-level plans. Ms. Cunningham has a strong foundation in land use planning and is well versed in addressing impacts to air quality, GHG emissions, and energy. She is proficient with the use of air quality models, including the California Emissions Estimator Model (CalEEMod). Years of Experience: 10 Education: B.S., City & Regional Planning, Minor in Real Property Development Relevant project experience includes: - City of Redwood City, 1548 Maple Street Project, Redwood City, CA - City of Belmont, 2 Davis Drive Office/R&D Project EIR, Belmont, CA - City of Menlo Park, 111 Independence Drive EIR, Menlo Park, CA
Noise and Vibration (Acoustics)	
John T. (J.T.) Stephens, EIT, Principal/Noise and Vibration Specialist Role: Noise and Vibration	Mr. Stephens is primarily responsible for the preparation of noise and vibration studies for a variety of projects. He is proficient in the use of various traffic noise models, the Roadway Construction Noise Model, the Aviation Environmental Design Tool, SoundPLAN Noise Prediction Software, and INSUL, a noise prediction software for building façades and partitions. Mr. Stephens is also responsible for performing noise and vibration monitoring surveys using a variety of Larson-Davis sound level meters and accelerometers. He has supported numerous controversial studies, some of which requiring Non-Disclosure Agreements, and has attended public meetings as a professional expert. Years of Experience: 19 Education: B.S., Acoustical Engineering, Minor in Communications Professional Certifications: E.I.T. License No. ET30504764 Relevant project experience includes: - City of Redwood City, 1548 Maple Street Project, Redwood City, CA - City of Belmont, 2 Davis Drive Office/R&D Project EIR, Belmont, CA - City of Menlo Park, 111 Independence Drive EIR, Menlo Park, CA
Traffic/Transportation	
Dean Arizabal, Principal/Transportation Role: Traffic/Transportation	Mr. Arizabal's primary responsibilities and experience include managing or preparing technical analyses of land development and roadway improvement projects, including comprehensive Traffic Impact Analyses, traffic operations analyses, and parking studies. He has prepared numerous traffic impact studies and access and on-site circulation analyses for mixed-use, residential, commercial, office, institutional, and alternative energy projects. Many of Mr. Arizabal's reports and documents are incorporated into EIRs, ISS, or MNDs. Years of Experience: 19 Education: B.S., Computer Engineering



Key Staff Name, Title & Proposed Role on Contract	Qualifications Overview
	Relevant project experience includes: - City of Menlo Park, Menlo Flats Focused EIR, Menlo Park, CA - City of Hayward, 27177-27183 Mission Boulevard Project, Hayward, CA - City of Hayward, 22005 Skywest Drive Project, Hayward, CA
Water Quality/Hydrology	
Pam Reading, Principal/Environmental Planner Role: Water Quality/Hydrology	Ms. Reading is one of LSA's Environmental Planning Principals, with particular expertise in hydrology and water quality. She specializes in working with public agencies to complete land development and transportation/infrastructure-oriented projects. She also serves as Principal in Charge and Project Manager for the preparation of a variety of documents pursuant to CEQA/NEPA, including ISS, MNDs, EIRs, Preliminary Environmental Analysis Reports (PEARs), EAs and EISs. In addition to her CEQA/NEPA experience, Ms. Reading oversees LSA's in-house water quality work. In this capacity, she prepares and/or oversees the preparation of CEQA/NEPA technical water quality reports and analyses. Years of Experience: 35 Education: M.S., Hydrology & Watershed Management; B.A., Environmental Studies/ Political Science Relevant project experience includes: - Turner Development Resource Group, El Sobrante Bays Hill Church Project, Contra Costa, CA - City of Redwood City, Docktown Marina Project, Redwood City, CA - City of Vacaville, Brown Street Master Plan Project, Vacaville, CA
Aesthetics and Visual Resources	
Matt Phillips, Senior Graphic Designer Role: Aesthetics and Visual Resources	Mr. Phillips' responsibilities include the design and production of technical graphics for EIRs, planning documents, land use plans, view simulation/conceptual design, marketing/advertising media, and identity branding and logo design. As a graphic designer, Mr. Phillips is able to accurately communicate clients' needs and objectives, as well as each project manager's expertise, into graphical form. Mr. Phillips' ability to visually interpret this complex technical data is an integral element of LSA's quality work. Years of Experience: 34 Education: B.A., Anthropology Relevant project experience includes: - City of Walnut Creek, Heather Farm Park Projects, Walnut Creek, CA - City of San Rafael, Northgate Mall Redevelopment EIR, San Rafael, CA



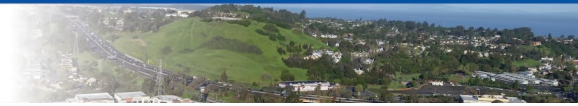
Key Staff Name, Title & Proposed Role on Contract	Qualifications Overview
Geology, Hazards and Hydrology	
Cem Atabek, Senior Environmental Engineer Role: Hazards/Geotech Baseline Environmental Consulting	Mr. Atabek specializes in hazardous materials management, site characterization, development and implementation of remedial actions, and soil vapor intrusion mitigation for city, county, port, commercial/industrial, and school district clients. His CEQA work has been heavily focused on the topics of hazards and hazardous materials, geology and soils, and hydrology and water quality. Years of Experience: 17 Education: B.S., Environmental Engineering Professional Certifications: 40-hour HAZWOPER training Relevant project experience includes: - City of San Francisco, San Francisco Public Works On-Call Services, San Francisco, CA - City of Oakland, Former General Electric Oakland Facility Redevelopment EIR, Oakland, CA
William K. Scott, PG, CHg, CEG, Senior Field Geologist Role: Hazards/Phases I/II Environmental Site Investigations Baseline Environmental Consulting	Mr. Scott is experienced in groundwater sampling, monitoring, and field project management. His fieldwork has included sampling for a wide range of chemical compounds in soil, soil vapor, and groundwater in a variety of geologic environments. He is thoroughly familiar with State and federal regulatory requirements for site investigation, sample collection, storage, and handling. He develops sampling strategies to ensure collection of representative samples. He has collected samples for drinking water standards from water supply wells and springs. Mr. Scott has conducted Phase I site assessments in accordance with the ASTM International Standards and performed Phase II Environmental Site Assessments (ESAs) to identify potential hazardous materials issues in soil, soil gas, and groundwater. Years of Experience: 39 Education: B.S., Geology Professional Certifications: 40-hour Occupational Safety and Health Administration (OSHA) training; Professional Geologist No. 6104; Certified Engineering Geologist No. 2006; Certified Hydrogeologist No. 579; Part 107 UAS Remote Pilot Certificate Relevant project experience includes: - San Francisco Water, Power, and Sewer, Southeast Community Center/Force Main Rehabilitation and Sunol Watershed Center, San Francisco, CA - Port of Oakland, Groundwater, Soil and Soil Vapor Investigations, Oakland, CA - Port of Oakland, Oakland Army Base Redevelopment Project, Oakland, CA



Key Staff Name, Title & Proposed Role on Contract	Qualifications Overview
Geology and Hazards	
Aubrey K. Cool, PG, Principal Geologist Role: Geotechnical, Soils and Hazards (Environmental Site Assessments) Ninyo & Moore	Ms. Cool has experience in the environmental industry, specializing in Leaking Underground Fuel Tank (LUFT) case project management; groundwater monitoring program management; and soil, groundwater, and soil vapor investigations. As the project manager for a Bay Area airport site, she recently oversaw a landfill gas and groundwater monitoring well installation investigation, coordinated the monthly landfill well monitoring and quarterly landfill gas and groundwater monitoring well sampling, and prepared the installation and quarterly monitoring and sampling reports. Ms. Cool possesses an expert knowledge of California's Low-Threat Underground Storage Tank Case Closure Policy and has provided her clients with the professional expertise to develop technical strategies to achieve timely and cost-effective case closures. Prior to her tenure at Ninyo & Moore, Ms. Cool oversaw up to 115 LUFT and Spills, Leaks, Investigation and Cleanup (SLIC) cases in the San Francisco Bay Area for a major oil client. Her project management work included a case with the San Francisco Bay RWQCB at a jet fuel terminal in South San Francisco. Years of Experience: 25 Education: B.S., Earth Sciences Professional Certifications: PG 7659; OSHA 40-Hour Health & Safety Training Relevant project experience includes: - Association of Bay Area Governments, Boorman Park, Richmond, CA - Association of Bay Area Governments/City of Oakland/Private Developer, Phase I and Phase II ESAs and Remedial Planning, International Boulevard, Oakland, CA - City of Alameda, Estuary Park Site Improvements, Alameda, CA
William Larkin, CAC, LRC I/A & PM, Principal Environmental Scientist Role: Geotechnical, Soils and Hazards (Hazardous Building Materials Surveys) Ninyo & Moore	Mr. Larkin has experience in all aspects of asbestos and lead-based paint surveys and construction management programs, as well as environmental planning programs including transportation and city planning projects. He has participated in multifamily asbestos and lead-based paint surveys in both occupied and unoccupied buildings, aided in asbestos project design, and provided project management and construction monitoring in educational, commercial, industrial, residential, and laboratory facilities. He has conducted numerous environmental due diligence assessments and compliance reviews of retail, industrial, and commercial properties and has conducted numerous biological/mold assessments for private and public clients. He has also conducted numerous Hazardous Building Material Surveys (HBMSs) throughout the San Francisco Bay Area and northern California. Years of Experience: 30 Education: M.P.A.; B.A., Political Science and European History Professional Certifications: Certified Asbestos Consultant, No. 99-2688; CDPH Lead-Related Construction (Inspector/Assessor, No. LRC-00001285; Project Monitor, No. LRC-00001284); AHERA Accredited Asbestos (Contractor/Supervisor, No. 46422 SR; Inspector, No. 46407 IR; Management



Key Staff Name, Title & Proposed Role on Contract	Qualifications Overview
	Planner, No. 46415 PR; Project Designer, No. 46401 DR); Sampling and Evaluating Airborne Asbestos Dust Certification, NIOSH 582; OSHA 40-Hour Health & Safety Training Relevant project experience includes: ▪ Berkeley Unified School District (BUSD), Multiple School Facilities, Hazardous Materials Management, Berkeley, CA ▪ City of Richmond On-Call Environmental Consulting Services, Richmond, CA ▪ City of Vallejo, On-Call Environmental Hazardous Material Services, Vallejo, CA
Peter C. Connolly, PE, GE, Principal Engineer Role: Geotechnical, Soils and Hazards (Geotechnical Engineering) Ninyo & Moore	Mr. Connolly manages and conducts geotechnical evaluations for commercial and public facilities, including highways, railroads, pipelines, and bridges. He routinely performs slope stability analyses, flexible and rigid pavement and underground pipeline design, prepares and reviews geotechnical reports, develops geotechnical design parameters, and provides recommendations for shallow and deep foundations, retaining structures, in-situ ground remediation, and earthwork. In a Project Management role, he performs project administration and management, provides supervision of and technical support to staff-level engineers and geologists, and reviews laboratory results, project plans, and specifications. Years of Experience: 27 Education: M.E., Civil Engineering; B.S., Civil Engineering Professional Certifications: PE 61547; GE 2707; Nuclear Gauge Operator Certification; Radiation Safety Officer Certification; OSHA 40-Hour Health & Safety Training Relevant project experience includes: ▪ City of Richmond, Boorman Park Renovation, Richmond, CA ▪ City of Fremont, On-Call Geotechnical Services Contract, Fremont, CA ▪ City and County of San Francisco, As-Needed Geotechnical Services, San Francisco, CA



D. Description and Approach

Knowledge and Understanding of the Proposed Work

LSA understands that the City is seeking to establish a list of qualified consultants to provide environmental planning services on an on-call basis for a period of up to 4 years. LSA can perform the vast array of environmental planning tasks that are outlined in the RFP under **Category 1. Environmental Planning Services**. Our team is extremely knowledgeable and experienced in preparing environmental documentation and technical studies to comply with CEQA and has worked on a myriad of similar contracts for public agencies throughout the State. LSA has successfully completed numerous environmental review documents under contract to lead agencies for mixed use, residential, commercial, research and development, institutional, infrastructure, and recreation and park projects in urban infill, suburban, and rural areas. Environmental planning has been the cornerstone of our professional practice, and LSA is thoroughly knowledgeable about the processes, procedures, and technical requirements of CEQA.

LSA's Typical Approach to an On-Call Contract

LSA understands that an on-call assignment requires an "on-call" obligation. Building upon LSA's prior and current experience with on-call/as-needed contracts, the LSA Team for this contract will act quickly; be responsive, knowledgeable, and ready for a multitude of possible requests that may need to be addressed concurrently; and be solution-oriented to help City staff accomplish project goals. LSA is equipped with the size and depth of staff and experience to promptly respond to any requests for services from the City, including multiple requests at one time. LSA staff embodies the qualities a consultant must have to successfully undertake environmental review assignments and technical studies on an on-call basis, including:

- An ability to quickly gain an understanding of the local environment (both physical and political),
- A strong anticipatory project management style that facilitates informed decision-making about key issues and the level of effort needed to address them,
- An ability to work effectively and efficiently with City staff, project proponents, and the public,
- A strong commitment to identifying and closely adhering to realistic schedules, work scopes, and budgets, and
- A willingness to be flexible and responsive to the demands and needs of a particular project.

We are committed to implementing these characteristics of LSA's approach for every project we undertake. We often hear from our clients that these aspects of our approach are appreciated the most and set us apart from other environmental and planning consultants.

Communication with the City of Pinole

- Close coordination with City staff
- Proactive and clear communication

Experience with Similar Projects

- Deep knowledge of the City's unique site and regulatory requirements
- Customized environmental review process

Rigorous Analysis

- Robust and defensible technical documents
- Early involvement of regulatory agencies

Document Accessibility and Relevance

- Rich graphics for visual comprehension
- Clear, concise writing

Cost Control Methods

- Maximize the use of existing information
- Proactive project management



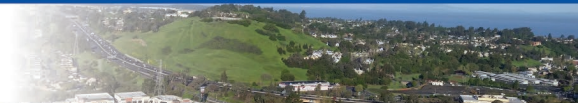
Once we are tasked with reviewing a project and/or conducting environmental review for a particular project, we will initiate the effort by gathering as much initial information as we can about the project from City staff, the project application, a site visit, and the project applicant and its architect or engineer. We will then prepare a detailed scope of work, a schedule, and a budget for the appropriate CEQA document, which will be determined in consultation with City staff.

Our work programs and products are designed to achieve the following key objectives:

- Maximize the use of environmental data that have already been assembled for the project site – we will not reinvent the wheel at the City or applicant's expense;
- Make the CEQA document as accessible and relevant as possible through thoughtful and concise writing and use of data-rich graphics;
- Complete an environmental review process that provides informative outreach to the community and agencies throughout the environmental review process;
- Complete a CEQA document that provides clear and concise information and level of analysis, is legally sound, and provides the public, agencies, and the City's decision-makers with a complete understanding of the potential environmental consequences of the project.

We have a proven ability to identify issues early in the process and work diligently with the project team to develop effective solutions. The technical experts on our team will conduct their analyses to meet the standards and methodologies of the City; they also understand that there may be multiple approaches to address issues and meet standards. LSA project managers have a proven ability to discuss multiple approaches and objectives with the City, legal staff, and applicant (as necessary) and come to an agreement on the approach that best meets the City's needs for complying with State law and the requirements of the decision-makers. Through many combined staff-years of experience providing services for on-call contracts throughout California, LSA has developed an effective process to streamline clients' requests for services. LSA's depth of staffing resources and established relationships with potential subconsultants beyond this core project team will enable LSA to respond to any number of task orders that may be requested over the duration of the contract. As Principal in Charge, Ms. Wallace understands the need to assign the most appropriate staff for each specific task order and will delegate responsibilities as appropriate to best serve the interests of the City.

Once the City has approved the scope of work and schedule, LSA will initiate a project team kickoff meeting. The kickoff meeting provides a forum for exchanging information among all team members; reviewing critical scheduling tasks, including time-sensitive field surveys, major deliverables, and review cycles; and confirming the level of technical and environmental documents required for project and permit approvals. Following the kickoff meeting, LSA will prepare a thorough and detailed project description, working closely with the appropriate City staff. Once the City has approved the project description, LSA's Project Manager will initiate the preparation of all technical studies. As with all phases of the project, LSA's Project Manager will communicate regularly during preparation of the technical studies to notify the City Project Manager of preliminary findings and impacts. Once the technical studies have been completed and approved by the City and other responsible agencies, LSA will prepare draft CEQA documentation, as applicable. LSA will typically prepare three drafts of an environmental document: an Administrative Draft, Screencheck Draft, and Public Review Draft. LSA is also available to assist staff with the preparation of staff reports and presentations for public hearings and agendas and minutes for team meetings. We routinely assist staff with public noticing, findings/statements of overriding considerations, and presentations for public hearings. We are adept at responding to questions from decision-making bodies about complex projects and planning issues.



Project Management Approach

While LSA prides itself on its technical document preparation skills, the most important aspect of the firm's overall service is its project management skills. LSA provides comprehensive, active project management, ensuring overall project quality, coordination, and timeliness. LSA has selected a project management team for this on-call assignment with extensive experience in managing large teams, complex contracts, and intricate environmental documents. The management team presented in this proposal will be committed and available throughout the on-call duration and will play consistent lead roles from start to finish. LSA believes in developing clear channels of communication between LSA's project management team, subconsultants, and City staff. LSA's project managers and technical staff are trained to communicate—by email, video conference, and by phone—in ways that are clear, concise, and early enough that decisions requiring higher-level input can be addressed before they become problems. Our integrated planning and management approach allows us to work closely with City staff, review projects comprehensively yet efficiently, and recommend solutions that meet the City's planning and environmental review objectives. LSA's designated Principal in Charge understands the need to assign the most appropriate staff for each specific project need and will delegate responsibilities as appropriate to best serve the interests of the City. Our depth of staffing resources and established relationships with potential subconsultants beyond this core project team will enable LSA to respond to any number of project needs that may be requested by the City.

A few key aspects of our approach to management of environmental documentation include:

- **Senior Staff Involvement.** For any assignment that LSA undertakes, the project team will be directed by a Principal of the firm and managed by an experienced Project Manager who will oversee the project, coordinate with City staff, and ensure that all tasks are completed in an efficient, cost-effective, and timely manner. Our combined expertise allows us to work closely with City staff, review projects comprehensively yet efficiently, and recommend solutions that meet the City's planning and environmental review objectives.
- **Understanding of City Staff Needs.** Through our experience working with public agencies, we know that City staff can be stretched thin by the time and effort required to manage the planning and environmental review process. All materials that LSA submits will be as thoughtful and complete as possible, and in full compliance with the City's environmental review processes and procedures. We believe that the ability of LSA staff to work independently of, but in close communication with, City staff is one of our greatest assets. We routinely assist staff with public noticing, the preparation of staff reports, findings/statements of overriding considerations, and presentations for public hearings.
- **Objective and Impartial Analysis.** We undertake our research, analysis, writing, and presentations with the aim of providing technically competent and scientifically objective work products. Our contribution to promoting the applicant's objectives is focused on preparing a CEQA document that is technically thorough and conducting the public process in a way that is transparent and accessible.
- **Quality Control Procedures.** Each of our technical groups is managed by a long-tenured Principal and staffed by professionals well versed with the technical requirements of their respective disciplines. In addition, LSA has an adopted Quality Control (QC) Policy. To ensure that the company's QC Policy is implemented, all substantial work products are reviewed at the Principal level. All work products are also reviewed by an in-house technical editor and formatted by LSA's document management staff prior to submittal to ensure that documents arrive for review in final form, allowing City reviewers to concentrate on issues of substance rather than on editing tasks.



E. Schedule of Work

Methodology and Approach to Schedule Management

LSA has extensive experience working with public-sector clients to meet aggressive schedules and accommodate deadlines as they may relate to project funding, land purchase options, timing of public hearings, or construction time frames. Schedules may be condensed through a variety of methods, including early agreement on the project description, swift transmittal of requested data, assigning additional staff members to the task order, and shortened review periods. The LSA Team understands the importance of completing tasks within the agreed-upon schedule and has a proven record of meeting aggressive deadlines while providing quality services and not exceeding project budgets.

We seek to initiate the planning and review process with a clear understanding of the realistic dates for the receipt of analyses and the completion of technical studies that are key milestones on the critical path for completing the projects. It is our policy that if we identify serious concerns that jeopardize the adequacy of our analysis, we immediately notify the client to discuss possible solutions and the effect of these solutions on the schedule. On a weekly, monthly, and quarterly basis, our environmental planning staff conducts workload meetings to determine work assignments by individual staff and to allocate resources to ensure that we meet agreed-upon deadlines.

Typical Detailed Schedule for Similar Projects

The typical timeline for preparation of an IS/MND may be approximately 4 to 9 months and preparation of an EIR may be approximately 8 to 12 months, depending on the project circumstances and the complexity of the required review. Documentation in support of a Categorical Exemption will likely be shorter but also depends on the technical studies that may be required.

We have included a sample IS/MND schedule of work for a complex project that includes numerous technical studies (i.e., traffic study and related technical analyses) and milestones for deliverables of each aspect of an anticipated project scope (Table A). The following sample timeline is for a duration of approximately 9 months and also reflects a similar timeline that may be required for an EIR (with the exception that public review timelines would be longer).

Table A: Sample IS/MND Project Schedule			
Task	Responsible Party	Weeks to Complete	Cumulative Week
Task 1.0: Project Initiation			
Authorization to Proceed	City	--	--
CEQA Kickoff Meeting	City/LSA	1 week	1 week
Draft Project Description and Project Initiation Tasks	LSA	2 weeks	2 weeks
Review Draft Project Description/Provide Requested Inputs	City/Applicant	1 week	3 weeks
Final Project Description	LSA	1 week	4 weeks

**Table A: Sample IS/MND Project Schedule**

Task	Responsible Party	Weeks to Complete	Cumulative Week
Task 2.0: Technical Analysis			
Provide Draft Technical Studies	LSA	8 weeks	12 weeks
Review Draft Technical Studies	City	2 weeks	14 weeks
Prepare Final Technical Studies	LSA	2 weeks	16 weeks
Task 3.0: Draft IS/MND			
Prepare Administrative Draft IS/MND	LSA	4 weeks	20 weeks
Review Administrative Draft IS/MND	City	3 weeks	23 weeks
Prepare Screencheck IS/MND	LSA	2 weeks	25 weeks
Review Screencheck IS/MND	City	2 weeks	27 weeks
Prepare Public Review Draft IS/MND and associated notices	LSA	1 week	28 weeks
Approve Public Review Draft IS/MND	City	1 week	29 weeks
Prepare and Publish Public Review Draft IS/MND	LSA	1 week	30 weeks
30-Day Public Review Period	--	4 weeks	34 weeks
Task 4.0: Final IS/MND			
Prepare Draft RTC and MMRP	LSA	3 weeks	37 weeks
Review Draft RTC and MMRP	City	2 weeks	39 weeks
Prepare and Distribute Public Review Final IS/MND	LSA	1 week	40 weeks
IS/MND Adoption	City	1 day	TBD
NOD is filed with County Clerk and State Clearinghouse	City	1 day (within 5 days of project approval)	TBD
Note: Some tasks in the schedule may overlap.			
CEQA = California Environmental Quality Act IS/MND = Initial Study/Mitigated Negative Declaration MMRP = Mitigation Monitoring and Reporting Program NOD = Notice of Determination RTC = responses to comments TBD = to be determined			

F. Subconsultants

LSA has the in-house technical expertise to address most requirements of CEQA, but if complex hydrological, geology/geotechnical engineering investigations or hazardous materials evaluations are required for a specific task order, we regularly team with Baseline Environmental Consulting (Baseline) and Ninyo & Moore to address project requirements. Our subconsultants firm profiles and qualifications are discussed below. While LSA's in-house staff members are experienced in the preparation of transportation analyses pursuant to CEQA, we regularly team with subconsultants who are locally known and may be preferred by the City. Some of the firms we regularly team with include Kittelson and Associates, Fehr & Peers, Hexagon, and Kimley-Horn. We also work with many other technical consultants and would be willing to work with a subcontractor of the City's choice as desired.

Baseline Environmental Consulting

Baseline is a **certified Small Business Enterprise (SBE)** based in Oakland and is a multi-disciplinary environmental consulting firm established in 1985 as a sole proprietorship. In 1990, they established themselves as a California corporation. Baseline provides private- and public-sector clients with a range of services, including CEQA environmental impact assessment/compliance and hazardous materials management. Baseline brings **more than 35 years of experience conducting geology, hydrology, and hazards CEQA analyses**. Its staff of geologists, hydrogeologists, engineers, and environmental scientists has extensive expertise and experience preparing technical sections for IS/MNDs and EIRs. Baseline's hazardous materials management practice includes the preparation of Phase I/II ESAs. Baseline has experience conducting soil and groundwater contamination investigations and as required, associated cleanup. Typically, Baseline uses a risk-based approach to achieve site closures from applicable regulatory agencies. Baseline specialists work extensively with public agencies in developing general guidelines for development of contaminated urban sites. **Baseline has been a frequent teaming partner with LSA for many years and has worked on numerous projects throughout the Bay Area, particularly in the East Bay.**



Ninyo and Moore

Ninyo & Moore, a **Minority (Owned) Business Enterprise (MBE)**, was established in 1986 to provide geotechnical engineering and environmental consulting services to the public and private sectors. For the past **35 years**, it has provided the design and construction of municipal and commercial developments, residential developments, educational facilities, hospitals, and industrial developments. Ninyo & Moore's environmental group has extensive experience with Phase I and II ESAs and audits, asbestos and lead paint surveys, hazardous waste investigations, regulatory compliance, water resource development, soil and groundwater contamination studies, and remediation services. Its geotechnical group provides services during project planning, design, value engineering, construction, and post-construction phases. Ninyo & Moore has been a frequent teaming partner with LSA for many years and has worked on numerous projects throughout the State.





G. Cost Proposal

LSA's Standard Rates Sheet

Upon receipt of a request for CEQA services, LSA will provide a cost estimate in the form of a spreadsheet that details tasks by assigned personnel (hours/rate). LSA's standard billing rates by classification and LSA's in-house direct expenses are shown below in **Tables A and B**. We have also provided individual hourly rates for our proposed key staff in **Table C**. **As rates are reviewed annually, the rates shown below are subject to escalation.**

Table A: LSA Standard Hourly Billing Rates, Effective June 2023

Job Classification	Hourly Rate Range ^{1 2}
Environmental/Technical Services	
Principal	\$225 - \$350
Associate Planner/Scientist/Technical Specialist	\$155 - \$295
Senior Planner/Scientist/Technical Specialist	\$145 - \$270
Planner/Scientist/Technical Specialist	\$120 - \$195
Assistant Planner/Scientist/Technical Specialist	\$120 - \$160
Field Services	
Senior Field Crew/Field Crew	\$95 - \$145
Office Services	
Senior GIS/Graphics	\$170 - \$200
Graphics/GIS	\$140 - \$180
Office Assistant	\$110 - \$165
Project Assistant	\$120 - \$175
Senior Technical Editor	\$140 - \$170
Word Processor/Technical Editor	\$120 - \$150

- 1 The hourly rate for work involving actual expenses in court (e.g., giving depositions or similar expert testimony) will be billed at \$400 per hour regardless of job classifications.
- 2 These rates are valid for the first three years of the contract (June 30, 2027). Adjustments may be made to rates consistent with the provisions of the contract.

Table B: LSA In-House Direct Costs, Effective June 2023¹

Description	Unit Cost	Description	Unit Cost
Reproduction (8.5 x 11) B/W	\$0.07 per page	Total Station Surveying Instrument	\$50.00 per day
Reproduction (8.5 x 11) Color	\$0.40 per page	Level (Laser or Optical)	\$25.00 per day
Reproduction (11 x 17) B/W	\$0.10 per page	Laser Rangefinder	\$25.00 per day
Reproduction (11 x 17) Color	\$0.75 per page	Sound Meter	\$75.00 per day
CD Production	\$5.00 per CD	Sound Meter with Velocity Transducer	\$85.00 per day
USB Flash Drive	\$5.00 per drive	Aerial Photo	Cost
Plotting	\$3.75 per sq. ft.	Boat Rental	\$125.00 per day
Aerial Drone	\$200.00 per day	Water Quality Meter	\$25.00 per day
Mileage On-Road	Current federal rate	Night Vision Goggles	\$50.00 per unit per night
Mileage Off-Road	Current federal rate	Wildlife Camera	\$25.00 per day
GPS Unit	\$75.00 per day		

1. Direct costs, including subconsultant costs, shall be reimbursed at cost plus 10 percent.



LSA's Key Staff Individual Hourly Rates Sheet

Table C: Individual Billing Rates, Effective June 2024			
Person/Title	Hourly Rate	Person/Title	Hourly Rate
Theresa Wallace, AICP, Principal	\$315	Michael Hibma, Associate Architectural Historian/Historian	\$160
Florentia Craciun, Associate/Senior Environmental Planner	\$230	Kelly Vreeland, M.Sc., Senior Paleontologist	\$160
Shanna Guiler, AICP, Associate Environmental Planner	\$215	Jessica Coria, Associate/Director of Air Quality and Climate Change Services	\$250
Ashley Honer, Environmental Planner	\$140	Cara Cunningham, Associate/Senior Environmental Planner	\$195
Lauren Peachey, Environmental Planner	\$125	John T. (J.T.) Stephens, Principal Acoustical Specialist	\$265
Brent Rosenwald, Environmental Planner	\$115	Dean Arizabal, Principal/Transportation Planner	\$260
John Kunna, Associate Biologist	\$185	Pam Reading, Principal Environmental Planner	\$295
Ivan Strudwick, RPA, Associate Archaeologist	\$195	Matt Phillips, Senior Graphic Designer	\$160

Baseline's Standard Rate Sheet and Individual Hourly Rates

STANDARD SCHEDULE OF FEES
January 2024

LABOR

Principal Environmental Engineer	\$ 225.00/hour
Principal Hydrogeologist	\$ 225.00/hour
Senior Environmental Engineer	\$ 205.00/hour
Senior Field Geologist	\$ 190.00/hour
Project Engineer/Geologist/Scientist	\$ 180.00/hour
Senior Staff Engineer/Geologist/Scientist	\$ 170.00/hour
Staff Engineer/Geologist/Scientist	\$ 160.00/hour
Project/Contract Administration	\$ 135.00/hour
Graphics	\$ 135.00/hour
Word/Data Processing	\$ 130.00/hour

DIRECT COSTS

Mileage	IRS rate
Subcontractors	Cost + 15%

MATERIALS AND EQUIPMENT

Aerial Drone Usage & Image Processing	\$ 100.00/day
Bailer	\$ 15.00 each
Bladder Membrane	\$ 15.00/each
Bladder Pump Controller (MP10)	\$ 75.00/day
Bladder Pump	\$ 50.00/day
EnCore Vials	\$ 12.50 each
Field Camera	\$ 15.00/day
Field Computer	\$ 25.00/day
Field Vehicle	\$ 65.00/day
GW Filters	\$ 15.50/each
Industrial Hygiene/Site Safety Equipment	\$ 40.00/day
Laser Leveler	\$ 50.00/day
Locking Well Plugs/Caps	\$ 40.00 each
Locks	\$ 20.00 each
Low Flow Sampling (bladder pump/multi-parameter meter/water level meter)	\$ 255.00/day
Multi Parameter Meter	\$ 75.00/day
Noise Meter	\$ 120.00/day
Peristaltic Pump	\$ 50.00/day
Photoionization Detector (PID)	\$ 110.00/day
Poly Tubing	\$ 0.75/foot
Purge Sampling (peristaltic pump/multi-parameter meter/water level meter)	\$ 180.00/day
Roto Hammer/Coring Machine	\$ 100.00/day
Rotometer	\$ 2.00/day
Soil Sample Containers	\$ 7.50 each
Soil Sample Tool, Hand Auger, Slide Hammer	\$ 60.00/day
Traffic Control (signs, cones, barricades)	\$ 25.00/day
Water Level Meter/Interface Probe	\$ 30.00/day
Water Level Pressure Transducer	\$ 35.00/day
Well Development Tools	\$ 40.00/day

Note: Rates subject to change without notice.

Schedfees 2024

1/9/2024

Cem Atabek, Senior Environmental Engineer
Patrick Sutton, PE, Principal Environmental Engineer
William K. Scott, PG, CHG, CEG, Senior Field Geologist

\$205/hour
 \$225/hour
 \$190/hour



Ninyo & Moore's Standard Rate Sheet and Individual Hourly Rates

Schedule of Fees

Hourly Charges for Personnel

Professional Staff

Principal Engineer/Geologist/Environmental Scientist/Certified Industrial Hygienist	\$ 220
Senior Engineer/Geologist/Environmental Scientist	\$ 210
Senior Project Engineer/Geologist/Environmental Scientist	\$ 200
Project Engineer/Geologist/Environmental Scientist	\$ 195
Senior Staff Engineer/Geologist/Environmental Scientist	\$ 180
Staff Engineer/Geologist/Environmental Scientist	\$ 165
GIS Analyst	\$ 145
Technical Illustrator/CAD Operator	\$ 120

Field Staff

Certified Asbestos/Lead Technician	\$ 200
Field Operations Manager	\$ 130
Nondestructive Examination Technician (UT, MT, LP)	\$ 125
Supervisory Technician	\$ 120
Special Inspector (Concrete, Masonry, Structural Steel, Welding, and Fireproofing)	\$ 115
Senior Technician	\$ 115
Technician	\$ 110

Administrative Staff

Information Specialist	\$ 100
Geotechnical/Environmental/Laboratory Assistant	\$ 100
Data Processor	\$ 80

Other Charges

Concrete Coring Equipment (includes technician)	\$ 190/hr
Anchor Load Test Equipment (includes technician)	\$ 190/hr
GPR Equipment	\$ 180/hr
Inclinometer	\$ 100/hr
Hand Auger Equipment	\$ 80/hr
Rebar Locator (Pachometer)	\$ 25/hr
Vapor Emission Kit	\$ 65/kit
Nuclear Density Gauge	\$ 12/hr
X-Ray Fluorescence	\$ 70/hr
PID/FID	\$ 25/hr
Air Sampling Pump	\$ 10/hr
Field Vehicle	\$ 15/hr
Expert Witness Testimony	\$ 450/hr
Direct Expenses	Cost plus 15 %
Special equipment charges will be provided upon request.	

Notes

Technicians and special inspectors, are charged at a 4-hour minimum, and 8-hour minimum for hours exceeding 4 hours. Overtime rates at 1.5 times the regular rates will be charged for work performed in excess of 8 hours in one day Monday through Friday and all day on Saturday. Rates at twice the regular rates will be charged for all work in excess of 12 hours in one day, all day Sunday and on holidays.

Our rates will be adjusted in conjunction with the increase in the Prevailing Wage Determination during the life of the project, as applicable.

The terms and conditions are included in Ninyo & Moore's Work Authorization and Agreement form.

Aubrey K. Cool, PG, Principal Geologist

\$220/hour

William Larkin, CAC, LRC I/A & PM, Principal Environmental Scientist

\$220/hour

Peter C. Connolly, PE, GE, Principal Engineer

\$220/hour

Schedule of Fees for Laboratory Testing

SOILS

Atterberg Limits, D 4318, CT 204	\$ 170
California Bearing Ratio (CBR), D 1883	\$ 550
Chloride and Sulfate Content, CT 417 & CT 422	\$ 175
Consolidation, D 2435, CT 219	\$ 300
Consolidation, Hydro-Collapse only, D 2435	\$ 150
Consolidation – Time Rate, D 2435, CT 219	\$ 200
Direct Shear – Remolded, D 3080	\$ 350
Direct Shear – Undisturbed, D 3080	\$ 300
Durability Index, CT 229	\$ 175
Expansion Index, D 4829, IBC 18-3	\$ 190
Expansion Potential (Method A), D 4546	\$ 170
Geotextile Tensile and Elongation Test, D 4632	\$ 200
Hydraulic Conductivity, D 5084	\$ 350
Hydrometer Analysis, D 6913, CT 203	\$ 220
Moisture, Ash, & Organic Matter of Peat/Organic Soils	\$ 120
Moisture Only, D 2216, CT 226	\$ 35
Moisture and Density, D 2937	\$ 45
Permeability, CH, D 2434, CT 220	\$ 300
pH and Resistivity, CT 643	\$ 175
Proctor Density D1557, D 698, CT 216, AASHTO T-180	\$ 220
Proctor Density with Rock Correction D 1557	\$ 340
R-value, D 2844, CT 301	\$ 375
Sand Equivalent, D 2419, CT 217	\$ 125
Sieve Analysis, D 6913, CT 202	\$ 145
Sieve Analysis, 200 Wash, D 1140, CT 202	\$ 100
Specific Gravity, D 854	\$ 125
Thermal Resistivity (ASTM 5334, IEEE 442)	\$ 925
Triaxial Shear, C.U., D 4767, T 297	\$ 550
Triaxial Shear, C.U., w/pore pressure, D 4767, T 2297 per pt	\$ 450
Triaxial Shear, C.U., w/pore pressure, D 4767, T 2297 per pt	\$ 350
Triaxial Shear, U.U., D 2850	\$ 250
Unconfined Compression, D 2166, T 208	\$ 180

MASONRY

Brick Absorption, 24-hour submersion, 5-hr boiling, 7-day, C 67	\$ 70
Brick Compression Test, C 67	\$ 55
Brick Efflorescence, C 67	\$ 55
Brick Modulus of Rupture, C 67	\$ 50
Brick Moisture as received, C 67	\$ 45
Brick Saturation Coefficient, C 67	\$ 60
Concrete Block Compression Test, 8x8x16, C 140	\$ 70
Concrete Block Conformance Package, C 90	\$ 500
Concrete Block Linear Shrinkage, C 426	\$ 200
Concrete Block Unit Weight and Absorption, C 140	\$ 70
Cores, Compression or Shear Bond, CA Code	\$ 70
Masonry Grout, 3x3x6 prism compression, C 39	\$ 45
Masonry Mortar, 2x2 cube compression, C 109	\$ 35
Masonry Prism, half size, compression, C 1019	\$ 120
Masonry Prism, Full size, compression, C 1019	\$ 200

REINFORCING AND STRUCTURAL STEEL

Chemical Analysis, A 36, A 615	\$ 135
Fireproofing Density Test, UBC 7-6	\$ 90
Hardness Test, Rockwell, A 370	\$ 80
High Strength Bolt, Nut & Washer Conformance, per assembly, A 325	\$ 150
Mechanically Spliced Reinforcing Tensile Test, ACI	\$ 175
Pre-Stress Strand (7 wire), A 416	\$ 170
Reinforcing Tensile or Bend up to No. 11, A 615 & A 706	\$ 75
Structural Steel Tensile Test: Up to 200,000 lbs., A 370	\$ 90
Welded Reinforcing Tensile Test: Up to No. 11 bars, ACI	\$ 80

CONCRETE

Compression Tests, 6x12 Cylinder, C 39	\$ 35
Concrete Mix Design Review, Job Spec	\$ 300
Concrete Mix Design, per Trial Batch, 6 cylinder, ACI	\$ 850
Concrete Cores, Compression (excludes sampling), C 42	\$ 120
Drying Shrinkage, C 157	\$ 400
Flexural Test, C 78	\$ 85
Flexural Test, C 293	\$ 85
Flexural Test, CT 523	\$ 95
Gunite/Shotcrete, Panels, 3 cut cores per panel and test, ACI	\$ 275
Lightweight Concrete Fill, Compression, C 495	\$ 80
Petrographic Analysis, C 856	\$ 2,000
Restrained Expansion of Shrinkage Compensation	\$ 450
Splitting Tensile Strength, C 496	\$ 100
3x6 Grout, (CLSM), C 39	\$ 55
2x2x2 Non-Shrink Grout, C 109	\$ 55

ASPHALT

Air Voids, T 269	\$ 85
Asphalt Mix Design, Caltrans (incl. Aggregate Quality)	\$ 4,500
Asphalt Mix Design Review, Job Spec	\$ 180
Dust Proportioning, CT LP-4	\$ 85
Extraction, % Asphalt, including Gradation, D 2172, CT 382	\$ 250
Extraction, % Asphalt without Gradation, D 2172, CT 382	\$ 150
Film Stripping, CT 302	\$ 120
Hveem Stability and Unit Weight D 1560, T 246, CT 366	\$ 225
Marshall Stability, Flow and Unit Weight, T 245	\$ 240
Maximum Theoretical Unit Weight, D 2041, CT 309	\$ 150
Moisture Content, CT 370	\$ 95
Moisture Susceptibility and Tensile Stress Ratio, T 238, CT 371	\$ 1,000
Slurry Wet Track Abrasion, D 3910	\$ 150
Superpave, Asphalt Mix Verification (incl. Aggregate Quality)	\$ 4,900
Superpave, Gyro Unit Wt., T 312	\$ 100
Superpave, Hamburg Wheel, 20,000 passes, T 324	\$ 1,000
Unit Weight sample or core, D 2726, CT 308	\$ 100
Voils in Mineral Aggregate, (VMA) CT LP-2	\$ 90
Voils filled with Asphalt, (VFA) CT LP-3	\$ 90
Wax Density, D 1188	\$ 140

AGGREGATES

Clay Lumps and Friable Particles, C 142	\$ 180
Cleanliness Value, CT 227	\$ 180
Crushed Particles, CT 205	\$ 175
Durability, Coarse or Fine, CT 229	\$ 205
Fine Aggregate Angularity, ASTM C 1252, T 304, CT 234	\$ 180
Flat and Elongated Particle, D 4791	\$ 220
Lightweight Particles, C 123	\$ 180
Los Angeles Abrasion, C 131 or C 535	\$ 200
Material Finer than No. 200 Sieve by Washing, C 117	\$ 90
Organic Impurities, C 40	\$ 90
Potential Alkali Reactivity, Mortar Bar Method, Coarse, C 1260	\$ 1,250
Potential Alkali Reactivity, Mortar Bar Method, Fine, C 1260	\$ 950
Potential Reactivity of Aggregate (Chemical Method), C 289	\$ 475
Sand Equivalent, T 176, CT 217	\$ 125
Sieve Analysis, Coarse Aggregate, T 27, C 136	\$ 120
Sieve Analysis, Fine Aggregate (including wash), T 27, C 136	\$ 145
Sodium Sulfate Soundness, C 88	\$ 450
Specific Gravity and Absorption, Coarse, C 127, CT 206	\$ 115
Specific Gravity and Absorption, Fine, C 128, CT 207	\$ 175

ROOFING

Roofing Tile Absorption, (set of 5), C 67	\$ 250
Roofing Tile Strength Test, (set of 5), C 67	\$ 250

Special preparation of standard test specimens will be charged at the technician's hourly rate.
Ninyo & Moore is accredited to perform the AASHTO equivalent of many ASTM test procedures.



Approach to Cost Control and Budgeting

Conducting all steps necessary for creation and approval of the required environmental review requires not only strict adherence to established timelines and schedules of the project, but also close management of costs associated with the project. To this end, LSA employs several management tools, including topic-specific budgeting tables, subconsultant progress updates, and regularly scheduled budget reporting and updates to the client to accurately track and monitor an overall budget through to project completion. We closely manage all costs associated with a project. Costs and budgets are closely tracked to maintain control over project budgets with the use of our Deltek VantagePoint accounting and resource management software, which provides early alerts for individual task budgets that may be trending high, thereby assisting us in maintaining budget control, which in turn enables us to deliver the highest-quality product within the agreed-upon timeline and financial limits. This cost control and budget tracking platform is auditable and secure, and it provides our project managers with real-time access to data and the ability to track hours and costs according to client specifications. This software assists in maintaining tight control over project budgets. An example of our project tracking system is shown below.

Deltek Vantagepoint

Cohen & Associates Period Ending 6/30/2020 97 ?

Find Application

Project Review All Find project 50+ records + New Project

Kendall Yards Site Assessment 020191224 Show: Billing (USD)

Principal-In-Charge: Abby Collins Project Manager: William Berry Supervisor: William Apple

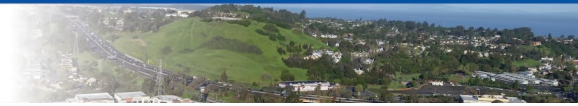
Update % Options Other Actions This project has unpublished changes which are not included.

	CONTRACT/FEE	PLANNED BILLING	JTD BILLING	PLANNED VARIANCE	ETC PLANNED BILLING	EAC PLANNED BILLING
DIRECTS						
Total Labor	45,000.00	33,235.00	10,822.75	11,765.00	15,516.39	26,339.14
Direct Labor Hours		185.00	63.25		80.00	143.25
Average Rate/Hour		179.65	171.11		193.95	183.87
Direct Expenses	2,000.00		450.00	2,000.00		450.00
Compensation	47,000.00	33,235.00	11,272.75	13,765.00	15,516.39	26,789.14
Direct Consultants	3,000.00	3,000.00	700.00		2,300.00	3,000.00
Total Directs	50,000.00	36,235.00	11,972.75	13,765.00	17,816.39	29,789.14
Reimbursables						
Reimbursable Expenses		2,000.00	145.00	-2,000.00	1,855.00	2,000.00
Reimbursable Consultants						
Total Reimbursables		2,000.00	145.00	-2,000.00	1,855.00	2,000.00
Total	50,000.00	38,235.00	12,117.75	11,765.00	19,671.39	31,789.14

Key Performance Indicators

Revenue Variance Ratios % Complete

JTD Earned Revenue: JTD Earned Variance: -12,117.75 Realization Ratio: -0.12 JTD Earned % Complete:



H. Résumé, Relevant Projects/Services with References

Key Staff Resumes

Per the RFP requirements we have provided full resumes (with references) for key staff members who will be responsible for providing services for this on-call contract. They are included in **Appendix A**.

LSA's Relevant Project Experience

LSA currently holds nearly 850 active contracts, with nearly 10 percent of them on-call contracts with public and private entities throughout the State. This depth and breadth of experience has contributed to LSA's comprehensive understanding of the skills necessary to manage on-call contracts and multiple task orders. Our firm has successfully completed numerous environmental review documents under contract to lead agencies for residential, infill, mixed-use, commercial, industrial, transit-oriented development, and public works-related projects. We have executed master services or on-call agreements with many Bay Area cities and counties, including the following, some of which are described in more detail below.

- City of El Cerrito (2016–Current)
- City of Hayward (2017–Current)
- City of San Carlos (2018–Current)
- City of Vallejo (2022–Current)
- City of Dublin (2016–Current)
- Town of Moraga (2023–Current)
- City of Fremont (2015–Current)
- Contra Costa County (2012–Current)
- City of Richmond (2011–Current)
- City of Milpitas (2013–Current)
- City of Redwood City (2014–Current)
- City of San Carlos (2013–Current)
- City of Berkeley (2005–Current)

LSA has nearly five decades of experience in providing legally sound CEQA documents and a full range of environmental planning and consulting services throughout the Bay Area.

LSA has also prepared numerous CEQA and NEPA documents and natural resource permits for compliance with local agencies and districts operating in Contra Costa County, including the following: Contra Costa County Public Works, Central Contra Costa Sanitary District, Contra Costa Community College District, Contra Costa County Flood Control, Contra Costa Transportation Authority, and Contra Costa Water District. We are also on the prequalified consultants lists for the City and County of San Francisco, the City of Oakland, and the City of San Jose.

This section features projects that best represent LSA's experience as it relates to this RFP. **Ms. Wallace has served as Principal in Charge or Project Manager for each of the projects or on-call contracts listed below.** The majority of key technical personnel identified in Section C also contributed to the majority of projects/contracts listed below.



City of El Cerrito, On-Call Environmental Planning Services (2016–Current)

Since 2016, LSA has provided on-call environmental planning services to the City of El Cerrito under a Consulting Services Agreement. In 2014, El Cerrito certified a Program EIR and approved the San Pablo Avenue Specific Plan (SPASP). When a new development project is submitted to El Cerrito, an appropriate level of environmental review must be completed to analyze whether any new environmental effects not identified in the Program EIR might be created. Under the direction of the El Cerrito, LSA prepared the appropriate CEQA documentation for various development projects. *A few representative projects are described below.*



1711 Eastshore Boulevard Project, (2023). In 2022, El Cerrito updated the SPASP to increase the total development capacity allowed and prepared a Supplemental Final Environmental Impact Report (SEIR)—2022 SEIR. The 1711 Eastshore Project is located within the planning area for the 2022 SEIR. LSA reviewed the applicant's technical studies, including noise and air quality analyses. LSA is prepared a memorandum and checklist to show that the residential project would have no new significant environmental effects and would not substantially increase the severity of previously identified significant effects, and no new mitigation measures would be required beyond those identified in the 2022 SEIR.

10919 and 11795 San Pablo Avenue Projects (2019). The Playland II (10919 San Pablo Avenue) and Wall Avenue Studios (11795 San Pablo Avenue) projects were within the planning area for the SPASP Final Environmental Impact Report (FEIR). For both projects, LSA prepared a Health Risk Assessment, a Cultural Resources Study, and a memorandum and checklist to show that the mixed-use projects would have no new significant environmental effects and would not substantially increase the severity of previously identified significant effects, and no new mitigation measures would be required beyond those identified in the SPASP FEIR. LSA also peer reviewed the applicant-prepared air quality, noise, and transportation studies for each project.



Mayfair Parcels Transit-Oriented Development Project CEQA Services (2017–2018). The proposed project involved the demolition of an existing vacant surface parking lot on a 1.57-acre site and construction of a six-story mixed-use building with 156 market-rate apartment units and a five-story residential building with 67 below-market-rate apartment units on the northern portion of the site. LSA prepared a memorandum and checklist, providing a description of the proposed Mayfair Parcels Transit-Oriented Development Project and substantial evidence to confirm that the proposed

project was within the planning area for the SPASP FEIR. The responses contained in the checklist confirmed that the project was considered within the scope of the SPASP FEIR, no new impacts were identified, and no new mitigation measures were required.

10810 San Pablo Avenue Development Project CEQA Services (2017–2018). The Village at Town Center (10810 San Pablo Avenue) project was within the planning area for the SPASP FEIR. LSA prepared a memorandum and checklist to show that the proposed residential project would have no new significant environmental effects and would not substantially increase the severity of previously identified significant effects, and no new mitigation measures would be required beyond those identified in the SPASP FEIR.



City of Berkeley, On-Call Environmental Planning Services (2005–Current)

LSA has provided on-call consulting services to the City of Berkeley under a Master Services Agreement since 2005. In addition to CEQA document preparation, LSA also provides planning support services to the City of Berkeley, including preparation of staff reports, coordination with applicants and interested parties, and presentations before boards and commissions. ***Below is a selection of recent projects.***



600 Addison Street Project IS/MND (2020–2021). The 600 Addison Street Project involved the redevelopment of an 8.4-acre site into a research and development (R&D) campus. The project consisted of two separate R&D/office buildings, totaling 461,822 gross square feet, each with their own separate, four-story parking structure. The project also included off-site streetscape enhancements adjacent to Aquatic Park. The existing buildings and structures on this industrial site were demolished. Although the City of Berkeley originally anticipated that an EIR would be required, LSA prepared an Initial Study (IS) as a preliminary review document and, on the basis of that analysis and in consultation with City of Berkeley staff, determined that the proposed project could qualify for a Mitigated Negative Declaration (MND).

Due to existing site conditions and proximity to San Francisco Bay and Aquatic Park, development of the project site presented many unique challenges and potential impacts to the environment that LSA thoroughly addressed. These included impacts related to potential bird collisions with the new building and filling of potential wetland features, archaeological and tribal cultural resource sensitivity, and storm water runoff, flooding, and sea level rise. To support the conclusions in the environmental document, the LSA team peer reviewed the project applicant's Oak Tree Removal and Relocation Plan, Arborist Report, and Traffic Impact Analysis (TIA), and prepared a Draft Jurisdictional Wetland Delineation for submittal to the USACE. LSA also assisted the City of Berkeley with successful consultation with tribal representatives pursuant to AB 52. In addition to the environmental analysis, LSA provided planning support services to assist with processing of the proposed project application materials and requested permits.

theLAB Campus Project IS/MND (2021–2022). This project involved the redevelopment of an approximately 3.02-acre project site that is made up of portions of two contiguous blocks bordered by Allston Way, Fifth Street, Bancroft Way, and the Union Pacific Railroad mainline in West Berkeley. The project's goal was to result in the creation of a life sciences campus through a combination of new



construction, increased open space, and enhancements to the public realm. All of the existing buildings on the project site were demolished to allow for the construction of an approximately 159,150-square-foot light manufacturing and R&D building and an approximately 283,810-square-foot parking garage. Although the City originally anticipated that a Focused EIR would be required, LSA prepared an IS and a Historic Resources Evaluation, and, on the basis of those analyses and in consultation with City staff, determined that the proposed project could qualify for an MND. To support

the conclusions in the environmental document, the LSA team peer reviewed the project applicant's Archaeological Study and Transportation Impact Analysis. LSA also assisted the City with successful consultation with tribal representatives pursuant to AB 52.

City of Redwood City, On-Call Environmental Planning Services (2014–Current)

The City of Redwood City established a list of prequalified environmental consultants in 2014. As projects requiring consultant assistance come up, the City issues a request for services and consultants respond with a scope of work and a budget. LSA has been awarded several task orders under this agreement, including CEQA documents for residential, school, and medical office buildings. ***Two of these are summarized below.***

1548 Maple Street Residential Project EIR and EIR Addendum (2017–2021).

The applicant proposed a townhome community on the waterfront to create housing in a job-rich area that lacked such housing and that would provide further public recreation amenities via the Bay Trail and connect the downtown to the waterfront. The project comprised 131 three-story, for sale, market-rate townhomes at a density of 17 units per acre, and associated open space, circulation, and parking, infrastructure, and grading improvements. A variety of private and public open space opportunities were included, along with 262 parking spaces. The project site was within the Inner Harbor area of Redwood City, which is a 99-acre area primarily developed with light industrial, office, marina-oriented, and institutional uses. LSA prepared an IS and an EIR for the proposed project; issues examined in the EIR included land use and planning, biological resources, cultural resources, transportation and circulation, air quality, noise, hazards and hazardous materials, hydrology and water quality, and utilities and service systems. The Final EIR was certified in May 2018. The EIR examined a project variant for circulation and access improvements. In 2020, LSA prepared an Addendum to the EIR to further evaluate refinements to the proposed site access and surrounding roadway configurations, which included a land swap agreement between Redwood City and San Mateo County and demolition of adjacent County-owned buildings.





Kaiser MOB2 EIR Addendum (2016–2021). LSA prepared an Addendum to a Final EIR for a proposed medical office building within the Kaiser Permanente Medical Center campus at Marshall and Maple Streets in Redwood City. The project will result in demolition of all existing buildings and pavement on the site and construction of a new outpatient medical office building. The new building will be 197,395 square feet in size and four stories in height. LSA utilized the Downtown Medical Campus Precise Plan, the City’s General Plan and EIR, and the document upon which the Addendum was based, the Kaiser Permanente Medical Center Master Plan EIR. LSA also prepared an IS using the Environmental Checklist, provided in Appendix G of the State CEQA Guidelines, to support the Addendum and demonstrate that all CEQA topics had been considered. The IS was included as an appendix to the Addendum. Topics that the Addendum fully evaluated included transportation and circulation, air quality, and GHG emissions. The Addendum was adopted in January 2018.

City of Menlo Park, Focused EIRs for Residential and Office Mixed-Use Projects (2019–2022)

The City of Menlo Park certified the ConnectMenlo Final EIR in 2016. The ConnectMenlo Final EIR provided a program-level analysis of the development potential envisioned for the entire City, including within the Bayfront Area, where the Facebook campus is located. As individual development projects are proposed, each project is subject to additional environmental review and the analysis tiers from the ConnectMenlo Final EIR, as appropriate. LSA recently prepared Focused EIRs for four residential and mixed-use projects within the Bayfront Area, which are described below. For each project, LSA prepared an IS to identify the potential project-specific impacts that warrant additional analysis in the EIR. For each project, the Focused EIRs evaluated population and housing, transportation and circulation, air quality, GHG emissions, and noise.

111 Independence Drive EIR (2019–2021)



The project included the development of a 145,679-square-foot, eight-story, multifamily apartment building with 105 dwelling units and associated improvements. The existing 15,000-square-foot single-story office building will be demolished as part of the proposed project.



The EIR evaluated project-specific impacts related to the topics described above and, on the basis of the technical evaluations, determined that all impacts of the project could be reduced to a less than significant level with implementation of project-specific mitigation measures and the mitigation measures identified in the ConnectMenlo Final EIR. This was the first environmental document in Menlo Park that evaluated transportation impacts according to the vehicle miles traveled (VMT) metric and applied the City of Menlo Park's newly adopted TIA Guidelines to the analysis. LSA worked closely with the City of Menlo Park and the applicant team to identify a range of feasible project alternatives, which included the base level and maximum buildout potential of the project site. The Final EIR was certified in April 2021.



Menlo Uptown EIR (2021). The project resulted in the redevelopment of the project site with a maximum of 441 multifamily rental units and 42 for-sale townhomes, totaling 471,986 square feet of residential use and 2,940 square feet of office space, as well as associated open space, circulation and parking, and infrastructure improvements. The project site was developed with two single-story commercial office buildings and a single-story industrial building totaling 110,356 square feet. The Final EIR was certified in June 2021.

Menlo Portal EIR (2021). This project involved the redevelopment of a site with a 326,581-gross-square-foot, seven-story multifamily apartment building with 335 dwelling units and a 34,868-gross-square-foot commercial office building, which would include approximately 1,600 gross square feet of childcare space as well as associated open space, circulation and parking, and infrastructure improvements. The site is currently developed with two single-story office buildings and one warehouse/industrial building with a small office component totaling 64,832 square feet. The Final EIR was certified in July 2021.



Menlo Flats IS and EIR (2022). This project included the redevelopment of a 1.38-acre site at 165 Jefferson Drive in Menlo Park. The site is within the city's Residential Mixed Use-Bonus (R-MU-B) zoning district. The project includes demolition of the existing office building on the site and construction of one eight-story, 158-unit mixed-use building with 14,442 square feet of ground-floor commercial space, and associated improvements. A total of 21 residential units (15 percent) would be dedicated below-market rate units, and a total of 138 vehicular parking spaces would be provided in a 3-level podium parking garage. The Final EIR was certified in March 2022.

Projects in and with the City of Hercules (2017–2020)

Hilltown Residential Development (2017–2020). As a subconsultant to WRT, LSA conducted technical analyses and prepared an IS checklist to support an Addendum to the Hercules Updated 2009 Redevelopment Plan Final Environmental Impact Report (2009 EIR) for development of approximately 200 multifamily residential units, 4,200 square feet of commercial use, designated open space, new public streets, and infrastructure improvements on approximately 44 acres of land in the City of Hercules. LSA prepared a modified IS checklist to compare the project's potential environmental impacts to the potential impacts that were identified in the 2009 EIR. In addition, topics that were not included in the 2009 EIR, but are now required per the updated *State CEQA Guidelines* (e.g., wildfire, energy) were analyzed. LSA prepared project-specific technical studies for biological and cultural resources, air quality and greenhouse gas emissions, and noise and vibration to support the findings in the IS. Key environmental issues assessed in the checklist included scenic resources, visual quality/character, air quality, biological resources, population and housing, water quality and drainage, wetlands, safety, and traffic circulation. The City accepted the CEQA Addendum and approved the proposed project in April 2020.



Refugio Valley Park Pond Dredging Project (2018–2020). LSA prepared the regulatory permit applications, associated technical studies, and CEQA documentation for proposed dredging activities at an existing pond within Refugio Valley Park. The project proposed to remove approximately 6,300 cubic yards of accumulated sediment from the pond using sump pumps. Temporary gravel bag cofferdam(s) would be installed in the pond around the immediate area to be dredged, to avoid impacts to the three emergent seasonal wetlands and vegetation within the pond (e.g., cattails) outside the proposed grading limit. LSA assisted the City in submitting regulatory permit applications for the proposed project from the USACE, RWQCB, and CDFW. In addition, LSA prepared an environmental checklist and a memorandum in support of a CE under Section 15304, Minor Alterations to Land (Class 4). Class 4 projects consist of minor public or private alterations in the condition of land, water, and/or vegetation, which do not involve removal of healthy, mature scenic trees. Class 4 projects include maintenance dredging where the spoil is



deposited in a spoil area authorized by all applicable State and federal regulatory agencies. The City of Hercules filed the Notice of Exemption for the proposed project in November 2019.

Project in and with the City of Concord (2018–2020)



Clayton Road Townhomes Infill Environmental Checklist (2018–2020).

LSA prepared an Infill Environmental Checklist pursuant to Section 15183.3 and Appendix M of the *State CEQA Guidelines* to demonstrate that the proposed project satisfied the requirements to qualify as an infill project for streamlined environmental review. The project consisted of 70 residential townhouse units on 3.86 acres. The 70 units would be attached, three-story townhouses with a maximum 37-foot building height and four different floor plans, each with an attached two-car garage. The majority of

the site was occupied by storage uses and surrounded by primarily single-family homes, with the exception of some small commercial parcels and the El Monte Elementary School located near the southern boundary of the property.

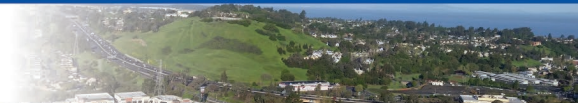
The Infill Environmental Checklist documented project compliance with the performance standards for streamlined environmental review included in Appendix M of the *State CEQA Guidelines* and the reasons that no new or more severe project-specific impacts would occur. LSA recommended uniformly applicable development policies, such as compliance with construction hours in the City's noise ordinance, where appropriate. LSA also prepared technical studies to support the Infill Environmental Checklist, including a Construction Health Risk Assessment and a Noise Study. Additionally, prior uses at the project site resulted in the potential for hazardous materials to be present. In addition to reviewing Phase I and II ESAs provided by the applicant, LSA coordinated with the Department of Toxic Substances Control (DTSC) to ensure that any required cleanup activities would be evaluated within the Infill Environmental Checklist. The project and infill checklist were approved in February 2020 and subsequently upheld on appeal in March 2020. LSA presented and answered questions at three public hearings during the approval process.



References

LSA encourages you to contact our references regarding the quality of our work, management of budget and schedule, and attentiveness to project needs. The contacts listed below have worked directly with our designated Principal in Charge/Project Manager/ and/or Potential Project Manager and are our primary references. Individual references for each staff member are also provided in the resumes included in **Appendix A**.

LSA References	
Contact Information	Brief Description of Services Provided
Margaret Kavanaugh-Lynch, Planning Manager <i>(former Planning Manager for the City of Vallejo)</i> City of San Rafael 1400 Fifth Avenue, Top Floor San Rafael, CA 94901 T: (415) 485-3095 E: margaret.kavanaughlynch@cityofsanrafael.org	Project Name: Northgate Mall Redevelopment Project EIR (<i>current</i>) and the City of Vallejo On-Call CEQA Services (<i>former</i>) Brief Description: LSA is currently preparing a comprehensive EIR to satisfy the requirements of CEQA for the City of San Rafael's Northgate Mall Redevelopment Project EIR. Additionally, under LSA's On-Call CEQA Services contract for the City of Vallejo, LSA provided environmental services for the 5180 Sonoma Blvd Subdivision Project with Ms. Kavanaugh-Lynch as the primary contact. Length of Services: 2021–Ongoing
Sean Moss, AICP, Planning Manager City of El Cerrito 10890 San Pablo Avenue El Cerrito, CA 94530 T: (510) 215-4359 E: smoss@ci.el-cerrito.ca.us	Project Name: City of El Cerrito On-Call Environmental Planning Services Brief Description: LSA has provided on-call environmental planning services to the City of El Cerrito since 2016. LSA has provided a vast array of environmental services and peer reviews for a variety of residential, mixed-use, and development projects. Length of Services: 2016–Ongoing
Claudia Garcia, Principal Planner City of Berkeley 1947 Center Street, 3rd Floor Berkeley, CA 94704 T: (510) 981-7412 E: cgarcia@berkeleyca.gov	Project Name: City of Berkeley On-Call CEQA Services and theLAB IS/MND Brief Description: LSA has provided on-call CEQA services to the City of Berkeley since 2015. LSA recently completed theLAB Project IS/MND, described in further detail in Section H of this proposal. LSA is currently working with the City on the Gilman Gateway Rezone Project EIR. Length of Services: 2015–Ongoing



I. Required Statements/Documents

Per the RFQ requirements, LSA can comply with the requirements listed below (1–6). This is LSA's statement of assurance.

1. We do not have any actual, apparent, direct or indirect, or potential conflicts of interest that may exist with respect to the management, or employees relative to the services to be provided under the Agreement. We also do not have any real or apparent conflict of interest associated with this project or with working for the City of Pinole.
2. LSA meets the Commercial General and Automobile Liability insurance limits with the use of our umbrella coverage. We have provided our Evidence of Coverage showing our limits on the following page.
3. LSA acknowledges that nothing contained in the submitted proposal will be proprietary.
4. We acknowledge that all documents submitted to the City in connection with this proposal are subject to the California Public Records Act and may be disclosed without notice.
5. We acknowledge the City's Standard Consulting Services Agreement (Attachment A) in the RFQ and have no exceptions, alterations, or amendments to the Agreement, Scope of Services, or other requirements.
6. We do not have any pending bankruptcies, liens, stop payment notices, judgments, lawsuits, arbitrations, mediations, foreclosures, or any similar actions filed or resolved in the past seven (7) years.



CERTIFICATE OF LIABILITY INSURANCE

9/30/2024

DATE (MM/DD/YYYY)
9/27/2023

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 Lockton Insurance Brokers, LLC 777 S. Figueroa Street, 52nd Fl. CA License #0F15767 Los Angeles CA 90017 (213) 689-0065	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
INSURED 1492002 LSA Associates, Inc. 3210 El Camino Real, Ste. 100 Irvine CA 92602	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: American Zurich Insurance Company	NAIC # 40142
	INSURER B: American Guarantee and Liab. Ins. Co.	26247
	INSURER C: Tokio Marine Specialty Insurance Company	23850
	INSURER D:	
INSURER E:		
INSURER F:		

COVERAGES LSAAS01

CERTIFICATE NUMBER: 17804287

REVISION NUMBER: XXXXXXXX

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.

INSTR	TYPE OF INSURANCE	ADDL INFO	SUBR WVD	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Cont. Liab. Incl. GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC ☐ OTHER:	Y	Y	CPO 4289165 - 00	9/30/2023	9/30/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY	Y	Y	CPO 4289165 - 00	9/30/2023	9/30/2024	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX Comp./Coll. Ded \$ 1,000
B	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DED ☐ RETENTION \$	Y	Y	AUC 4289164 - 00	9/30/2023	9/30/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ XXXXXXXX
A	☒ 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	WC 5665125 - 00	9/30/2023	9/30/2024	☒ PER STATUTE ☐ 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	☒ Contractors Pollution & Professional Liab.	N	N	PPK2608629-000	9/30/2023	9/30/2024	\$2M occ/\$4M agg. Retro date: 6/4/1976, \$50,000 ded.

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

CERTIFICATE HOLDER

CANCELLATION See Attachments

17804287

Evidence of Coverage

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

ACORD 25 (2016/03)

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APPENDIX A: KEY STAFF RÉSUMÉS





EXPERTISE

- CEQA/NEPA Project Management
- Environmental Planning and Impact Analysis
- Land Use Planning

EDUCATION

B.A., Environmental Studies,
University of California,
Santa Cruz, 2002

PROFESSIONAL EXPERIENCE

Principal, LSA,
Point Richmond, California,
June 2005–Present

Other Companies: 2003-2005

PROFESSIONAL CERTIFICATIONS

American Institute of Certified
Planners (AICP)

PROFESSIONAL AFFILIATIONS

American Planning
Association (APA)

Association of Environmental
Professionals (AEP), SF Bay
Chapter Board Secretary,
2022- Present

PROFESSIONAL RESPONSIBILITIES

Ms. Wallace has 21 years of experience in managing and preparing a variety of environmental documents including CEQA Initial Studies/Mitigated Negative Declarations and Environmental Impact Reports and NEPA technical studies, Environmental Assessments, and Environmental Impact Statements.

Ms. Wallace serves as both Principal in Charge and Project Manager for the environmental documentation of diverse public and private development and redevelopment projects on both urban infill and greenfield sites. Current and recent projects include a number of residential, commercial, office, research and development/life sciences, institutional, and mixed-use projects as well as public park master plans and facilities; roadway expansions and bridge construction; and bicycle and pedestrian paths and trails.

As Principal in Charge, Ms. Wallace oversees on-call environmental services contracts involving multiple assignments, as well as individual CEQA contracts. She establishes working relationships with local agency representatives; interfaces with clients and project teams; and makes presentations at community meetings and public hearings. She is ultimately responsible for ensuring that LSA's products are completed to the highest quality standard and meet the requirements of the client. Her direction to environmental team members aims to ensure an internally consistent, coherent document that fulfills all CEQA requirements.

As the Environmental Planning Discipline Lead at LSA, Ms. Wallace directs marketing efforts in the areas of environment and land use and supervises the environmental planning group on a companywide basis, including overseeing performance, workload distribution, and staffing.

PROJECT EXPERIENCE

Ms. Wallace serves as Principal in Charge of all of LSA's on-call environmental services contracts for Bay Area cities, including the cities of El Cerrito, Hayward, San Carlos, Redwood City, Berkeley, Dublin, and Milpitas to name a few. She is also the point of contact for LSA's prequalified environmental consultant lists for the City and County of San Francisco, the City of Oakland, and the City of San Jose. The CEQA projects she is overseeing for these jurisdictions involve mixed-use, residential, office, industrial, medical, and institutional uses.

The following is a select list of recent projects:

- *Clayton Road Townhomes Infill Environmental Checklist, City of Concord*
- *676 El Camino Real Surface Parking Lot IS/MND, City of San Carlos*
- *Burton/Highlands Parks Lighting EIR, City of San Carlos*
- *San Carlos Avenue Pedestrian Safety Improvements Project Categorical Exemption, City of San Carlos*
- *Alexandria Center for Life Science Project, City of Millbrae*
- *1724 Sunnyhills Residential Project IS/MND, City of Milpitas*
- *111 Independence Drive Project EIR, City of Menlo Park*
- *Menlo Portal Project EIR and Menlo Flats Project EIR, City of Menlo Park*
- *1548 Maple Street Project EIR, City of Redwood City*
- *Kaiser MOB2 EIR Addendum, City of Redwood City*
- *Rocketship Redwood City Charter School IS/MND, City of Redwood City*
- *theLAB IS/MND, City of Berkeley*

- *600 Addison Street Project IS/MND, City of Berkeley*
- *1900 Fourth Street Project EIR, City of Berkeley*
- *2201 Dwight Way Project EIR, City of Berkeley*
- *Heather Farm IS/MND for the City of Walnut Creek*
- *388 Vintage Park Drive Project EIR, City of Foster City*
- *Recreation Center Replacement Project IS/MND, City of Foster City*
- *Hanna Ranch EIR Addendum, City of Novato*
- *3000-3500 Marina Boulevard Life Sciences Project, City of Brisbane*
- *372-374 Turquoise Street Project IS/MND, City of Milpitas*
- *29212 Mission Boulevard Project Infill Exemption, City of Hayward*
- *2695 W. Winton Avenue Industrial Project IS/MND, City of Hayward*
- *2 Davis Drive Project EIR, City of Belmont*
- *San Bruno Recreation and Aquatic Center Project EIR, Group 4 Architecture/City of San Bruno*
- *Deer Valley Estates Project Focused EIR, City of Antioch*
- *Buchanan Street Bicycle/Pedestrian Plan CEQA/NEPA Documentation, City of Albany*
- *Iron Horse Trail Overcrossings Project CEQA Documentation, City of San Ramon*
- *680 Trail IS/MND, County of Marin*
- *Children's Hospital and Research Center Oakland EIR, City of Oakland*
- *California Maritime Academy Master Plan EIR, California State University*
- *California Maritime Academy Police Building IS/MND, California State University*
- *California Maritime Academy Physical Education and Pool Facility IS/MND, California State University*
- *California Maritime Academy Master Plan EIR Addendum for the Dining Center Replacement Project, California State University*
- *Pulte Homes Residential Project, City of Union City*
- *1200 Van Ness Project IS/MND, Reuben, Junius, and Rose/City and County of San Francisco*
- *598 Brannan Street Initial Study and Focused EIR, Tishman Speyer/City and County of San Francisco*
- *500 Turk Focused EIR, Tenderloin Neighborhood Development Corporation/City and County of San Francisco*
- *1601 Mariposa Street Mixed Use Project EIR, Related California/City and County of San Francisco*
- *Fifth and Mission (5M) Project EIR, Forest City/City and County of San Francisco*
- *Downtown Family Development Project CEQA/NEPA Documentation, City of Mountain View*
- *Downtown Specific Plan EIR, City of Oakley*
- *Napa County Health and Human Services Agency Campus Focused EIR and Initial Study, County of Napa*

REFERENCES

1. Margaret Kavanaugh-Lynch, Planning Manager; (former Planning Manager for the City of Vallejo); City of San Rafael 1400 Fifth Avenue, Top Floor, San Rafael, CA 94901; (415) 485-3095; Northgate Mall Redevelopment Project EIR (current) and the City of Vallejo On-Call CEQA Services (former); 2021–Ongoing
2. Sean Moss, AICP, Planning Manager, City of El Cerrito, 10890 San Pablo Avenue, El Cerrito, CA 94530; (510) 215-4359; On-Call Environmental Planning Services; 2016–Ongoing
3. Claudia Garcia, Principal Planner, City of Berkeley; 1947 Center Street, 3rd Floor Berkeley, CA 94704; (510) 981-7412; City of Berkeley On-Call CEQA Services and theLAB IS/MND; 2015–Ongoing

FLORENTINA CRACIUN

ASSOCIATE/SENIOR ENVIRONMENTAL PLANNER
CONTRACT ROLE: PROJECT MANAGER



EXPERTISE

- Environmental Planning
- Project Management
- Team Management
- CEQA/NEPA documents
- Senior Review
- Land Use Planning and Permitting
- Public Speaking and Presentations

EDUCATION

MA, Urban Planning,
University of California, Los
Angeles, 2012

B.A., History University of
California, Santa Barbara,
2005

PROFESSIONAL EXPERIENCE

Associate/Senior
Environmental Planner, LSA,
Point Richmond, California,
March 2024–Present

City and County of San
Francisco, Senior
Environmental Planner, 2020–
2024

Other Companies: 2006–2020

PROFESSIONAL AFFILIATIONS

American Planning
Association (APA) – Board
Member since 2012
Immediate Past Director

PROFESSIONAL RESPONSIBILITIES

Ms. Craciun is a Senior Environmental Planner and Project Manager with experience preparing CEQA and NEPA documents and permitting applications, both in the public and private sector. She recently managed the environmental compliance process at the City and County of San Francisco for a variety of projects, including urban infill development, historic resources projects, public works projects and housing element implementation. As part of her management role, she directs resource specialists in completing technical studies, including biological resources, transportation impact assessments, and cultural resources studies as well as coordinates with consultants, applicants, and internal staff. Ms. Craciun has expertise in environmental clearance strategies for project compliance with local, state and federal regulation and is passionate about CEQA streamlining and public engagement.

PROJECT EXPERIENCE

City of Berkeley, 59 Arden Road Initial Study, Berkeley, California

LSA is preparing an IS for the approximately 11,156-square-foot project site located at 59 Arden Way on Panoramic Hill in the City of Berkeley. Ms. Craciun is leading the project team that will develop the document for the City. The proposed project includes installing a parking pad, retaining wall, fence, and gate within a required minimum front setback on a developed lot.

City of Berkeley, Gilman Gateway Environmental Impact Report Berkeley, California

Ms. Craciun is currently serving as Project Manager for the proposed Gilman Gateway Project in the City of Berkeley. The proposed Project consists of: 1) rezoning of the entire 10.64-acre Project site to a new zoning district; and 2) development of an approximately 9-acre portion of the Project site with a maximum of approximately 890,000 square feet of Research and Development (R&D) or Office uses. The rezoning would create a new zoning district that would allow development of the Project site with a variety of uses, including office, industrial and heavy commercial, laboratory, manufacturing, and research and development that would be subject to the permit thresholds of the current Mixed-Use Light Industrial (MU-LI) district. The site is currently surrounded by a mix of manufacturing, warehouse, office, and commercial uses. Residential uses are located to the northeast and southeast.

City of Redwood City, South Main Mixed-Use Development IS and EIR, Redwood City, California

As Deputy Project Manager, Ms. Craciun helped prepare an IS and EIR to evaluate the proposed urban integrated mixed-use redevelopment of approximately 8.30 acres on six blocks located along the El Camino Real Corridor in Redwood City, California. The proposed development includes a robust package of community benefits including on-site affordable housing, approximately 10,000-square feet of childcare, as well as active/recreational uses, amenities and open space.

FLORENTINA CRACIUN

ASSOCIATE/SENIOR ENVIRONMENTAL PLANNER
CONTRACT ROLE: PROJECT MANAGER



City of Vallejo, Sonoma Gateway, Vallejo, California

Ms. Craciun is currently serving as the Project Manager for the preparation of an Initial Study and Focused EIR for the proposed of a new parcel to allow for the construction of six multi-family residential buildings. The project site consists of a 6.89-acre portion of a larger 12.67-acre parcel identified. The generally flat project site is undeveloped and covered with sparse vegetation including grasses and scattered mature trees.

University of California, San Francisco Mount Zion Technical Addendum, San Francisco, California

Ms. Craciun is currently serving as Project Manager for the University of California, San Francisco's Mount Zion Medical Office Building EIR. The proposed project would consist of the demolition of the Hellman, Brunn, and Dialysis Center buildings and the construction of a new medical office building up to approximately 216,000 square feet in size and 7 stories (approximately 105 feet) in height. The anticipated scope will include outpatient beds, operating and procedural rooms, and diagnostic and clinical support spaces. The proposed building would also include a below-grade basement level.

City of Mountain View, 2000 Shorebreeze Apartments, IS/MND and EA, Mountain View, California

As Project Manager, Mrs. Craciun managed the preparation of an Initial Study and Mitigated Negative Declaration for a 68 units affordable housing development. Actions included lot line adjustment, rezoning and SFPUC land use negotiations.

City of San Francisco, Environmental Coordinator, San Francisco, California

Serving as the environmental coordinator for a variety of development projects ranging in scale from four to 3,000 units. Documents prepared include Environmental Impact Reports (EIR), Initial Studies (IS), Community Plan Exemptions and Categorical Exemptions. Duties include coordination with other departments (e.g., Department of Public Works, SF Metropolitan Authority) as well as other agencies, commission presentation, mitigation monitoring and serving on the Diversity, Equity and Inclusion committee.

Projects included:

- **Stonestown Mall Redevelopment Program** – Ms. Craciun managed the EIR process for the Stonestown Mall Development project, a proposed mixed-use, multi-phased master-planned development located on the west side of San Francisco
- **Housing Element Implementation** – worked as part of a team to help implement the City of San Francisco Housing Element, including re-zoning efforts, streamlining and CEQA analysis for Board of Supervisors Legislation.
- **Mitigation Monitoring** – worked as part of the Mitigation Monitoring team to ensure project compliance with CEQA mitigation measures. Duties included review of required mitigation plans, coordination with current planning, Department of Public Works, and Department of Building Inspection as needed.
- **SF Public Utilities Commission Coordinator** – coordinated Water Supply Assessments for the City of San Francisco Planning Department in coordination with the SF PUC. Roles included determination for WSA need, WSA review and approval coordination.

REFERENCES

1. Lisa Gibson, Environmental Review Officer; City of San Francisco, 49 S Van Ness Ave Suite 1400, San Francisco, CA 94103; (628) 652-7571; Stonestown Mall EIR and other projects as-needed; 2020–Ongoing
2. Lindy Chan, Principal Planner; City of Redwood City; 1017 Middlefield Road, Redwood City, CA 94063; (650) 780-7237; On-Call Environmental Services; 2018–2020
3. Claudia Garcia, Principal Planner, City of Berkeley; 1947 Center Street, 3rd Floor Berkeley, CA 94704; (510) 981-7412; City of Berkeley On-Call CEQA Services; 2024–Ongoing

SHANNA K. GUILER, AICP

ASSOCIATE / SENIOR ENVIRONMENTAL PLANNER

CONTRACT ROLE: POTENTIAL PROJECT MANAGER

LSA



EXPERTISE

- Environmental Planning and Analysis
- Community Assessment/Public Involvement
- Parks, Recreation, and Open Space Planning
- Site Assessment and Use Feasibility
- Multi-Modal Transportation Planning

EDUCATION

M.U.E.P., Urban and Environmental Planning,
University of Virginia,
Charlottesville, 2002

B.A., Physics, University of
California, Los Angeles, 1993

PROFESSIONAL EXPERIENCE

Associate/Senior Planner, LSA,
Point Richmond, California,
2003–Present

Assistant Project Manager,
LSA, Point Richmond,
California, May 2002–2003

Planning Intern, Town of
Scottsville, Scottsville,
Virginia, 2001

PROFESSIONAL CERTIFICATIONS/ REGISTRATIONS

American Institute of Certified
Planners (AICP) #020056

PROFESSIONAL RESPONSIBILITIES

Ms. Guiler is an urban and environmental planner with more than 21 years of experience in parks and open space planning, resource management, and environmental analysis. She is experienced in managing multidisciplinary teams for a range of projects, including roads, bridges, trails, and infrastructure projects. Ms. Guiler is skilled at evaluating complex projects and preparing user-friendly planning documents that incorporate reliable technical data and sound environmental analysis. Her experience includes impact analysis, environmental documentation for project compliance under both CEQA and NEPA, and permit processing for federal, State, and local public agencies as well as private developers.

PROJECT EXPERIENCE

East Bay Regional Park District, San Francisco Bay Trail: Pinole Shores to Bayfront Park, Pinole, California

Ms. Guiler served as Environmental Planner for this project. As the primary author of the EIR, she evaluated the potential environmental impacts of extending the existing Class I non-motorized paved trail from a hillside bluff across from Hazel Lane in Pinole Shores over the Union Pacific Railroad (UPRR) tracks to join an existing path in Bayfront Park. Environmental concerns addressed in the EIR include special-status plant and animal species along the San Pablo Bay shoreline, visual resources impacts, erosion and geotechnical constraints, health and safety concerns, stormwater runoff, and impacts associated with construction, including air quality and noise impacts and nuisance impacts to neighboring residences. Ms. Guiler prepared the Response to Comments document responding to all comments received during the public review period. The Parks District certified the EIR on January 10, 2012. With the receipt of federal funding for the proposed project, she prepared a Visual Impact Assessment evaluating potential visual resources impacts related to the proposed bridge structure and a Categorical Exclusion for compliance under NEPA and Caltrans Local Assistance Procedures.

City of Hercules, Hilltown Residential Development Project, Hercules, California

Ms. Guiler served as Project Manager for this project and prepared an Addendum to the Hercules Updated 2009 Redevelopment Plan Final Environmental Impact Report for development of multi-family residential units, commercial use, designated open space, new public streets, and infrastructure improvements on approximately 44 acres of land in the City of Hercules.

City of Walnut Creek, Heather Farm Park Projects, Walnut Creek, California

Ms. Guiler is currently serving as Project Manager for this project to prepare an IS/MND that analyzes the potential environmental impacts associated with replacement of the Aquatic/Community Center at Heather Farm Park. She is also coordinating the preparation of regulatory permit applications. Concurrently, Ms. Guiler is preparing a memorandum in support of a Categorical Exemption for replacement of the existing turf at Sports Fields 1 and 2 with artificial turf.

SHANNA K. GUILER, AICP

ASSOCIATE / SENIOR ENVIRONMENTAL PLANNER

CONTRACT ROLE: POTENTIAL PROJECT MANAGER



City of San Ramon, Iron Horse Trail Bollinger Canyon Overcrossing Project, San Ramon, California

Ms. Guiler served as Project Manager for this project and prepared the Preliminary Environmental Study, Visual Impact Assessment Memorandum, Community Impact Assessment Memorandum, and Section 4f De Minimis Assessment to support a Categorical Exclusion under NEPA. She also prepared an Addendum to the previously prepared IS/MND to evaluate changes to the proposed Bollinger Canyon Overcrossing.

Town of Moraga, Canyon Road Bridge Replacement Project, Moraga, California

Ms. Guiler served as Project Manager for this project and prepared a Preliminary Environmental Study, a Section 4(f) Evaluation, and a Visual Resources analysis and prepared an IS/MND that analyzed the potential environmental impacts associated with the implementation of the project. Subsequently, Ms. Guiler assisted the City in preparing the necessary documentation for both CEQA and NEPA, updating technical reports for Local Assistance, preparing applicable permits, and monitoring construction.

City of Dublin On-Call Environmental Services Contract, Dublin, California

Ms. Guiler is currently serving as the Project Manager for the on-call environmental services contract with the City of Dublin. Under this contract, Ms. Guiler recently completed an IS/MND for the Kent General Plan Amendment and Rezoning Project, to evaluate the potential changes in use that could occur under the new land use designation and zoning, including any increase in the intensity of allowable uses on the site. She is currently working on a Supplemental IS/MND for the Inspiration Drive Memory Care and Assisted Living Facility Project to evaluate the potential environmental impacts associated with development of a 55-bed Memory Care Facility and a 90-bed Assisted Living Facility on two parcels adjacent to the Valley Christian Center (VCC). The Supplemental IS/MND will compare the previous project with the currently proposed project to identify new or substantially more severe impacts from the proposed project than those analyzed in the VCC EIR. It also determines if other standards requiring further environmental review under CEQA are met.

City of Richmond, On-Call Environmental Services, Richmond, California

Under LSA's on-call environmental services contract with the City of Richmond, Ms. Guiler has been responsible for several CEQA assignments, including:

- **International Matex Tank Terminals (IMTT) Renewable Fuels Project.** Served as Project Manager for this project and prepared an IS Checklist to evaluate the potential environmental impacts associated with development of additional terminal infrastructure at the existing IMTT Terminal, including five new aboveground storage tanks and four additional rail spurs.
- **205 Cutting Boulevard/Self-Storage Project.** Served as Project Manager for this project and prepared a memorandum in support of a Categorical Exemption under Section 15332 of the CEQA Guidelines (In-Fill Development Project) for the proposed Barnof Holdings Self-Storage Facility.
- **1 West Barrett Project.** Served as Project Manager for this project and prepared an IS/MND for the renovation of a vacant property formerly used for a steel processing and distribution business. Environmental concerns included impacts to water quality and hazards and hazardous materials due to the site's former industrial use and past remediation activities that have taken place at the site.
- **Making Waves Academy Hilltop Sports Facility.** Served as Project Manager for this project and managed the preparation of an IS/MND for development of a new sports facility to serve the existing charter school.

REFERENCES

1. Theresa Peterson, Associate Engineer; City of San Ramon; 7000 Bollinger Canyon Road; San Ramon, CA 94583 (925) 973-2685; Iron Horse Trail Bollinger Canyon Overcrossing Project; 2022
2. Hector Rojas, AICP, Planning Manager; 450 Civic Center Plaza, Richmond, CA 94804; (510) 621-1220; City of Richmond On-Call (IMTT Renewable Fuels Project); 2023–Ongoing
3. Sean Dougan, Trails Program Manager; East Bay Regional Park District; 2950 Peralta Oaks Ct, Oakland, CA 94605; (510) 544-2611; San Francisco Bay Trail: Pinole Shores to Bayfront Park Project; 2011–2018

ASHLEY HONER

ENVIRONMENTAL PLANNER

CONTRACT ROLE: ENVIRONMENTAL PLANNING

LSA



EXPERTISE

- Environmental Planning and Impact Analysis
- Environmental Compliance Permit and Document Preparation
- Watershed Management and Restoration
- ArcGIS Desktop, ArcGIS Pro

EDUCATION

B.S., Environmental Management and Protection, California Polytechnic State University, San Luis Obispo, 2015

PROFESSIONAL EXPERIENCE

Environmental Planner, LSA, Point Richmond, California, January 2022–Present

Other Companies: 2017–2021

SPECIALIZED TRAINING

CPR and First Aid Certified

PROFESSIONAL RESPONSIBILITIES

Ms. Honer is an Environmental Planner with 7 years of experience. She has experience preparing a variety of documents required for environmental permitting and analysis for various public agencies within California including several counties and cities throughout the State, CDFW, California State Water Resources Control Board, Division of Water Rights, and California Department of Food and Agriculture. She is well versed in California environmental policy and has experience with the preparation of Lake and Streambed Alteration Agreement Applications, 401 Water Quality Certification Applications, a variety of water rights, and CEQA Initial Studies, Mitigated Negative Declarations, and Notice of Exemptions. Her primary responsibilities within LSA include the preparation of a variety of reports and documents required for environmental permitting and CEQA compliance.

PROJECT EXPERIENCE

City of Berkeley, 3003 Dwight Way Project, Berkeley, California

Ms. Honer assisted with the preparation of an IS/MND for this project, which involves the construction of a pool, pool house, greenhouse, and solar array on the undeveloped half of the project site as well as the merger of the two existing parcels within the project site into one parcel. Ms. Honer conducted the environmental analysis and prepared responses to most of the topics in the City's Initial Study checklist.

City of Hayward, 3890 and 3898 Depot Road, Alameda County, California

Ms. Honer assisted with the preparation of an IS/MND for this project, which involves the demolition of four existing one-story metal buildings on the project site and the construction of an approximately 137,040-square-foot industrial building. Ms. Honer conducted the environmental analysis and prepared responses to topics in the CEQA Environmental Checklist.

City of Foster City, 388 Vintage Park Drive Life Sciences Project EIR, Foster City, California

Ms. Honer assisted with the preparation of the EIR for the proposed project, which included the design, construction, and operation of a life science campus consisting of two new buildings with hotel and life science uses atop a shared podium and parking garage; new common and public outdoor recreational space; and associated circulation and infrastructure improvements.

City of Brisbane, Sierra Point Towers Project Brisbane, California

Ms. Honer is currently assisting with the preparation of an EIR for this project, which involves the demolition of the existing parking garage and surface parking lots on the project site and includes the design, construction, and operation of a life science campus consisting of two new and two existing buildings, for a total of four office/life science buildings; a new amenity building; a new parking garage; new common and public outdoor recreational space; and associated circulation and infrastructure improvements. Ms. Honer has been responsible for assisting in the development of the Land Use and Planning, Population and Housing, Public Services and Recreation, and Utilities and Service Systems sections of the EIR.

City of Millbrae, 210 Adrian Road Project, Millbrae, California

Ms. Honer assisted with the preparation of a tiered EIR for this project, which includes the demolition of an existing self-storage building and the development of a life science building that would contain laboratory, office, and amenity space, as well as associated open space, circulation and parking, and infrastructure improvements. A program EIR checklist was prepared to confirm that the proposed project was within the scope of the Millbrae Station Area Specific Plan Final EIR and would have no new adverse environmental effects with no new mitigations required.

City of Milpitas, 1752–1810 Houret Court Project Categorical Exemption, Milpitas, California

Ms. Honer assisted with the preparation of a Categorical Exemption for this project, which consists of an infill project that will demolish the existing buildings at the project site and construct eight four-story buildings of 56 townhome-style condominiums and 24 accessible dwelling units (ADUs), for a total of 80 residential units on the project site. The project was exempt from CEQA pursuant to Section 15195, Residential Infill Exemption.

City of Novato, Novato Boulevard Improvement Project EIR, Novato, California

This project proposes to construct improvements to Novato Boulevard between Grant Avenue and Diablo Avenue to provide two through-travel lanes. Ms. Honer is assisting with the preparation of the EIR to evaluate potential impacts associated with the proposed roadway improvements, focusing on the environmental topics of air quality, biological resources, cultural resources, hydrology and water quality, land use, noise, population and housing, transportation, and tribal cultural resources.

City of San Rafael, Northgate Mall Redevelopment Project, San Rafael, California

Ms. Honer is currently assisting with the preparation of an EIR for this project, which involves the redevelopment of an existing mall with a mix of commercial and residential land uses. Ms. Honer has been responsible for assisting in the development of the Population and Housing, Public Services and Recreation, and Utilities and Service Systems sections of the EIR.

County of Alameda, Niles Canyon Trail Project, Alameda County, California

Ms. Honer is currently assisting with the preparation of an EIR for this project, which involves the construction of a 6-mile, Class 1, multiuse trail between the unincorporated community of Sunol and the city of Fremont in Alameda County. Ms. Honer has been responsible for assisting in the development of the Geology and Soils, Hydrology and Water Quality, Land Use, Public Services, Recreation, Utilities and Service Systems, and CEQA Required Conclusions sections of the EIR.

City of Vacaville, Vanden Cove Subdivision Project, Vacaville, California

Ms. Honer is currently assisting with the preparation of an IS/MND for this project, which involves the demolition of the existing residential structures and associated outbuildings on the project site and the construction of 114 new single-family residential units and associated improvements, including rezoning of the site. Ms. Honer is assisting with the preparation of the project description, completion of environmental analysis, and preparation of responses to topics in the CEQA Environmental Checklist.

REFERENCES

1. Margaret Kavanaugh-Lynch, Planning Manager; (former Planning Manager for the City of Vallejo); City of San Rafael; 1400 Fifth Avenue, Top Floor, San Rafael, CA 94901; (415) 485-3095; Northgate Mall Redevelopment Project EIR (current) and the City of Vallejo On-Call CEQA Services (former); 2021–Ongoing
2. Claudia Garcia, Principal Planner, City of Berkeley; 1947 Center Street, 3rd Floor Berkeley, CA 94704; (510) 981-7412; City of Berkeley On-Call CEQA Services; 2015–Ongoing
3. Amy Stonich, Assistant Director of Community Development; City of Lake Forest; 100 Civic Center Drive, Lake Forest, CA 92630; (949) 461-3479; On-Call Environmental Services; 2019015–Ongoing

LAUREN PEACHEY

ENVIRONMENTAL PLANNER

CONTRACT ROLE: ENVIRONMENTAL PLANNING

LSA



EXPERTISE

- Environmental Impact Analysis
- CEQA/NEPA Compliance

EDUCATION

B.S in Environmental Management and Protection, with Minors in Biology and Political Science from California Polytechnic State University, San Luis Obispo, 2022

PROFESSIONAL EXPERIENCE

Environmental Planner, LSA, Point Richmond, California, November 2023-Present

Assistant Environmental Planner, LSA, Point Richmond, California, November 2022-November 2023

SPECIALIZED TRAINING

CEQA, Association of Environmental Professionals, November 2022

Caltrans, Section 4(f) Evaluation

PROFESSIONAL AFFILIATIONS

Association of Environmental Professionals

PROFESSIONAL RESPONSIBILITIES

As an Environmental Planner at LSA, Ms. Peachey assists with the preparation of environmental documentation for land development and transportation projects in California. Her primary responsibilities include providing project management assistance for a variety of land development projects and conducting research and analysis for the preparation of environmental documents to evaluate potential project impacts on hydrology and water quality, population and housing, public services and utilities, and environmental compliance for CEQA and NEPA. She has prepared various types of CEQA- and NEPA-related documents for land development transit improvement projects, including environmental assessments, ISSs, EIRs, and mitigation monitoring plans and environmental commitment records.

PROJECT EXPERIENCE

City of Brisbane, Sierra Point Life Sciences and Hotel Project, Brisbane, California

Ms. Peachey is currently serving as the assistant project manager and environmental planner for this project, which includes the design, construction, and operation of a life science campus consisting of two new buildings with hotel and life science uses atop a shared podium and parking garage; new common and public outdoor recreational space; and associated circulation and infrastructure improvements. Ms. Peachey is currently preparing the Land Use and Planning, Population and Housing, Visual Resources, Public Services and Recreation, Utilities and Service Systems, and Alternatives sections of the Draft EIR for this project.

City of Berkeley, Gilman Gateway Project, Berkeley, California

Ms. Peachey is currently serving as the assistant project manager and environmental planner for this project, which includes the creation a new zoning district which would facilitate future development of non-residential space and off-street automobile parking spaces. In addition to the new zoning district, the project includes the potential buildout of a conceptual future development plan for R&D, office, laboratory, and light manufacturing uses and automobile parking spaces on a portion of the site. Ms. Peachey is currently preparing the Land Use and Planning, Cultural and Tribal Cultural Resources, Transportation, and Alternatives sections of the Draft EIR for this project.

University of California San Francisco, Mount Zion MOB EIR, San Francisco, California

Ms. Peachey is currently serving as a environmental planner for this project, which includes the demolition of the Dialysis Center, Brunn Building, and Hellman Building, construction of the nine-story medical office building, and associated improvements, including new site access and modifications to the service yard. Ms. Peachey is currently preparing the Initial Study, which will inform the Focused EIR for this project.

City of Oakland, Villa Oakland Project, Alameda County, California

Ms. Peachey performed research for and assisted in the preparation of the Environment Assessment for this project, which included the construction of a six-story, 105-unit mixed-use building with ground-floor office

space and retail space. All 105 units would be affordable, with 58 affordable to those earning up to 60 percent of the area median income (AMI). The remaining 47 units would be permanent supportive housing (PSH) units dedicated to the emancipated foster youth of Alameda County and homeless youth currently stabilized in the Covenant House Youth Shelter located at 200 Harrison Street in Oakland.

WRT, LLC./Hayward Area Recreation and Park District, Valley View Park Master Plan Project, Alameda County, California

Ms. Peachey performed research for and assisted in the preparation of the Initial Study/Mitigation Negative Declaration for this project, which includes the implementation of the Valley View Park Master Plan, which would entail development of a new neighborhood park in the Castro Valley community in unincorporated Alameda County. The project includes the construction of new park facilities and associated parking, landscaping, utilities, and stormwater improvements.

City of Benicia Public Works Department, Columbus Parkway/Rose Drive Improvement Project, Solano County, California

Ms. Peachey performed research for and assisted in the preparation of the Categorical Exemption for this project, which includes the widening of the northbound segment of Columbus Parkway south of the Columbus Parkway/Rose Drive intersection to accommodate two 11-foot-wide travel lanes, a 3-foot paved shoulder, and a Class III bicycle route within this section of the roadway.

City of Lafayette, Lucas Ranch Lot 7 Project, Contra Costa County, California

Ms. Peachey performed research for and assisted in the preparation of the Addendum to the Soldier Field Subdivision Project EIR (SCH# 2005032054) for the project which includes the relocation of a single-family dwelling from the approved location to different portion of the same lot. The Addendum memorandum prepared pursuant to CEQA described the revisions to the Soldier Field Subdivision Project evaluated in the February 2006 Final Environmental Impact Report and provided a determination that the modifications to the project are within the scope of the 2006 EIR and no further environmental review were required.

City of Clayton, Silver Oaks Estates Project, Clayton, California

Ms. Peachey performed research for and prepared the Aesthetics, Agriculture and Forestry Resources, Geology and Soils, Hazards and Hazardous Materials, Land Use and Planning, Mineral Resources, Population and Housing, Recreation, Public Services, Recreation, and Wildfire sections of the Draft ISMND for this project. LSA prepared a ISMND this project, which includes the development of a single-family residential community with 32 dwelling units on an approximately 14-acre site. Key issues evaluated in the ISMND included geology and soils. LSA prepared technical analyses related to the project and assisted the City of Clayton with Native American consultation per Assembly Bill 52.

REFERENCES

1. Claudia Garcia, Principal Planner; City of Berkeley; 1947 Center St., 2nd Floor, Berkeley, CA 94704; (510) 981-7474; Gilman Gateway Rezone Project; 2022–Ongoing
2. Hayden Beckman, Senior Planner; City of Huntington Beach, Planning Division; 2000 Main Street, Huntington Beach, CA, 92648; (714) 536-5561; Bolsa Chica Senior Living Community Project; 2022–Ongoing
3. Dara Sanders, Consulting Planner; Good City Co.; 601 Allerton ST. Suite 110, Redwood City, CA 94063; (650) 333 0248; Sierra Point Hotel and Life Sciences; 2022–Ongoing

BRENT ROSENWALD

ENVIRONMENTAL PLANNER

CONTRACT ROLE: ENVIRONMENTAL PLANNING

LSA



EXPERTISE

- Environmental Planning and Analysis
- Multi-Modal Transportation Planning

EDUCATION

B.S. Environmental Policy, Analysis, and Planning,
University of California, Davis,
2018

B.A. Economics, University of
California, Davis, 2018

PROFESSIONAL EXPERIENCE

Environmental Planner, LSA,
Point Richmond, California,
August 2023–Present

Environmental Planner, ICF
Consultants, San Francisco,
CA, 2022-2023

Assistant Planner Solano
Transportation Authority,
Suisun City, CA, 2019-2022

PROFESSIONAL RESPONSIBILITIES

Mr. Rosenwald is a transportation and environmental planner with over 4 years of experience preparing environmental documentation for both public and private clients in accordance with CEQA and NEPA. He is experienced in working as a deputy project manager as part of multi-disciplinary teams for a range of projects related to large scale transportation systems, clean air projects, electric vehicles, individual development proposals, active transportation, and water rights allocation projects. Mr. Rosenwald has a proven background in projects that range in scale and complexity and can effectively synthesize complex information and present it to municipal staff and elected officials. Mr. Rosenwald is experienced in gathering input from stakeholders and the public and incorporating that input into planning documents.

PROJECT EXPERIENCE

City of Belmont, 2 Davis Drive Office/R&D Project EIR, Belmont, California

LSA recently prepared a Focused EIR for evaluation of the potential environmental impacts of the proposed 2 Davis Drive Project, pursuant to CEQA. The proposed project includes demolition of the existing warehouse building and construction of a new approximately 71,000-square-foot, four-story (approximately 57 feet tall) building with office and research and development (R&D) uses as well as associated surface parking and landscaping improvements. In addition to the proposed office/R&D building, the proposed project includes dedication of a new fire station on an approximately 0.37-acre portion of the site as part of the proposed development's public benefits. Mr. Rosenwald served as an environmental planner for this project and helped prepare portions of the EIR.

Rockwood Pacific Inc, 3400 Laguna Heritage on the Marina Project, San Francisco, California

The 3400 Laguna project includes the demolition and construction of portions of a residential care facility that are connected to a historical building in the Marina District of San Francisco. Mr. Rosenwald served as an environmental planner for this project and helped prepare the Initial Study. Key impacts evaluated in the memorandum include cultural resources and air quality.

City of Dublin, 580 Fallon Development Project, Dublin, California

The 580 Fallon Development project includes the development of over 230 residential townhomes units as well as the development of 126 acres of general commercial office usage. Mr. Rosenwald served as an environmental planner for this project and helped draft the addendum to the Initial Study for this project which tiered off of an existing environmental document. Within this document, Mr. Rosenwald evaluated key issues includes impacts to aesthetics, population and housing, and biological resources.

City of Burlingame, 1499 Bayshore Office and Research Development Project, Burlingame, California

The 1499 Office and Research Development Project includes the construction of an eight-story office and laboratory building within the city of Burlingame.

Mr. Rosenwald served as deputy project director for this project during its critical initiation phase and helped managing timelines, review technical materials, manage project budgets, attend meetings with City staff, and ensure project milestones were completed on time.

Caltrans District 4, State Route 37 Caltrans Planning and Environmental Linkages Study, San Francisco, California

Caltrans District 4 conducted a PEL Study for the SR 37 corridor between US 101 to I-80 to identify a transportation vision, determine needs, and consider alternatives within this critical corridor. The study identified the best solutions to address the corridor's deficiencies, amidst the very high environmental sensitivity of the area. Mr. Rosenwald served as Environmental Planner for this project and helped craft and evaluate project alternatives allowing for the Caltrans team to implement the best alternative for the future of the highway system.

Solano County, 2020 Solano County Active Transportation Plan, Suisun City, California

The Solano County Active Transportation Plan provides a framework to help Solano County improve active transportation facilities and conditions by establishing countywide bike and pedestrian goals that guide future funding decisions. Mr. Rosenwald served as the deputy project manager for this project and was largely responsible for working with members of the public and elected officials to help curate priority project list and guide their development. Following the approval of this plan in 2020, Mr. Rosenwald oversaw the implementation of over 20 of these projects, greatly contributing to the active transportation infrastructure of the county.

Solano County, 2021 Solano County Congestion Management Program, Suisun City, California

The 2021 Congestion Management Plan is a document that analyzes the effects of traffic and land use decision on the transportation system throughout Solano County and discusses mitigation measures that can be implemented to reduce congestion. Mr. Rosenwald served as the project manager for this document, writing the technical analysis sections, coordinating with planners from other jurisdictions to craft mitigation measures, and working with transit operators on interpreting bus ridership projections.

California High Speed Rail Project Merced Station Relocation Project, Merced, California

The California High Speed Rail Authority are working together to develop a station area plan serving downtown Merced, the University of California-Merced, Merced County and the upper San Joaquin Central Valley. The Authority is proposing to relocate the planned Merced High Speed Rail Station from its current location to a new more integrated location in downtown Merced. Mr. Rosenwald served as an environmental planner for this project, authoring technical resource sections that analyzed the project's effects on population, housing, land use, and environmental justice.

California High Speed Rail Project Merced Intermodal Track Connector Project, Merced, California

The Merced Intermodal Track Connector Project includes a new track connection to the proposed integrated rail station in downtown Merced. The project would allow for a critical link between local the regional intercity San Joaquin's rail service and the California High Speed Rail Service. Mr. Rosenwald served as an environmental

REFERENCES

1. Megan Calpin, Senior Environmental Planner; City of San Francisco; 49 Van Ness Avenue, CA 94103; (628) 652 7508, 3400; Laguna Project; 2023–Ongoing
2. Erin Forsman, Environmental Program Manager; State Water Resources Control Board; 1001 I Street, Sacramento, CA, 95814; (916) 341 5057; Lower San Joaquin River Implementation Project; 2023
3. Catherine Keylon, Senior Planner; City of Burlingame, 501 Primrose Road Burlingame, CA 94010; (650) 558 7252; 1499 BayShore Road Project; 2023

JOHN L. KUNNA

ASSOCIATE / BIOLOGIST

CONTRACT ROLE: BIOLOGICAL RESOURCES



EXPERTISE

- Field Biology
- Special-Status Species Surveys and Monitoring
- Preparation of Permit Applications
- Preparation of Biological Resources Section of CEQA Documents

EDUCATION

B.A., Biology, Rutgers College, Rutgers University, New Brunswick, New Jersey, 1998

PROFESSIONAL EXPERIENCE

Associate/Senior Biologist, LSA, Point Richmond, California, June 2015–Present

Other Consulting Companies: 2005–2015

Amphibian Survey Crew Leader, U.S. Forest Service, Sonora, California, 2004

PERMITS AND AUTHORIZATIONS

Independent holder of Section 10(a)(1)(A) recovery permit TE 40218B-0, which gives authorization to independently conduct permitted activities for the San Francisco garter snake, Alameda striped racer, California red-legged frog, and California tiger salamander (Santa Barbara County DPS, Central DPS, and Sonoma County DPS)

SPECIALIZED TRAINING

Wildlife Restraint and Handling Workshop, Sonoma Wildlife Rescue Center, Petaluma, California, April 2018

CLE Endangered Species Act Conference, San Francisco, California, October 2016

PROFESSIONAL RESPONSIBILITIES

Mr. Kunna is an Associate Biologist with over 20 years of wildlife biology experience. He conducts construction site monitoring and surveys for special-status species, including California tiger salamander, foothill yellow-legged frog, California red-legged frog, western pond turtle, Lange's metalmark butterfly, salt marsh harvest mouse, American badger, burrowing owl, Ridgway's rail, white-tailed kite and nesting migratory birds. He also writes CEQA documents and prepares technical documents and permit applications for submittal to regulatory agencies, including the USACE, CDFW, RWQCB, and USFWS.

PROJECT EXPERIENCE

City of Menlo Park, 111 Independence Drive EIR Menlo Park, California

Mr. Kunna prepared the Biological Resources section of the draft EIR. The project included the development of a 145,679-square-foot, eight-story, multifamily apartment building with 105 dwelling units and associated improvements. The existing 15,000-square-foot single-story office building will be demolished as part of the proposed project.

City of Belmont: 2 Davis Drive Office/R&D Project EIR, Belmont, California

Mr. Kunna conducted site visits as part of a technical peer review of an existing biological technical report. He then wrote the biological resources section of the EIR and responded to comments.

City of Redwood City, 1548 Maple Street Project, Redwood City, California

Mr. Kunna conducted a site assessment and prepared the Biological Resources section for an EIR for a proposed residential development located adjacent to Redwood Creek and San Francisco Bay Conservation and Development Commission jurisdictional areas; he integrated the findings from a tree inventory and wetland delineation and drafted mitigation measures.

City of Brisbane, Sierra Point Life Sciences/Hotel EIR, Brisbane, California

Mr. Kunna prepared the Biological Resources section of the draft EIR. He also supervised the wetland delineation of the site.

City of Hayward, 3890 and 3898 Depot Road Projects, Hayward, California

Mr. Kunna assessed the potential presence of special-status species and other protected resources on the site. The analysis formed the basis of the Biological Resources section of the IS/MND.

Hayward Area Recreation District. East 14th Street Park Project, San Leandro, California

Mr. Kunna prepared a biological resources analysis for the Hayward Area Recreation and Park District's development of a community park in Ashland.

JOHN L. KUNNA

ASSOCIATE / BIOLOGIST

CONTRACT ROLE: BIOLOGICAL RESOURCES



City of Berkeley, 600 Addison Street Project, Berkeley

Mr. Kunna served as Lead Biologist for this project, assisting with the preparation of an IS for the redevelopment of underutilized blocks of an industrial site with a mix of residential, office, and research and development and/or commercial uses.

Gordon Prill, Inc., 48401 Fremont Boulevard, Fremont, California

Mr. Kunna prepared a biological resources assessment for a proposed project adjacent to the Don Edwards National Wildlife Refuge that would involve converting an existing vacant warehouse to an industrial semiconductor research & development lab facility. He also conducted a preconstruction nesting bird survey.

City of Fremont, Villas of Irvington Project, Fremont, California

Mr. Kunna assessed the potential of a property to support special-status species; he prepared a memorandum documenting that the site conditions warranted preparation of a Categorical Exemption as the CEQA document for the proposed development.

Cemex USA, Clayton Quarry Project, Contra Costa County, California

Mr. Kunna prepared a Biological Assessment for a quarry reclamation plan and analyzed impacts to Alameda striped racer, California red-legged frog, and steelhead; and prepared an analysis of impacts to biological resources comparing original and amended mining reclamation plans. He updated a Biological Resources Assessment and Long-Term Revegetation Monitoring Plan in response to a planned expansion of a slide repair work area. He provided expertise on California red-legged frog for the CEQA lead agency for the ADEIR.

Hayden Land Company LLC., Cavallo Highlands, Hayward, California

Mr. Kunna developed a biological constraints analysis for a ranch in the Hayward Hills proposed to be subdivided and developed; assisted the certified arborist with inventory and valuation of protected trees on the property; managed wetland delineation and verification; and prepared the Biological Resources section of the IS/MND. He prepared permit applications for fill to waters of the U.S. and State. He wrote a Biological Assessment that addressed Alameda striped racer and California red-legged frog.

East Bay Regional Park District, Bay Area Ridge Trail - Fremont to Garin Regional Park, Alameda County, California

Mr. Kunna conducted special-status species literature and field research and served as lead author of the Biological Resources section of the MND. He prepared a Biological Resources Assessment that discussed potential impacts to resources and identified mitigation measures to reduce potential impacts to less-than-significant levels. He prepared the Pre-Construction Notification for the USACE Nationwide Permit, Water Quality Certification application for the RWQCB, and Lake and Streambed Alteration Agreement for the CDFW. He documented western burrowing owl on the site and reported the findings to the California Natural Diversity Database.

REFERENCES

1. Carrie Seranella-Aitken, Owner/Developer; CPM Real Estate, LLC.; 7962 Via Orilla, Carlsbad, CA 92009; (949) 697-0440; Cavallo Highlands Project (biological resources and permitting); (949) 697-0440; 2015–2022
2. Francesca Cannizzo, former UC Merced campus biologist; University of California, Merced; 5200 Lake Rd, Merced, CA 95343; UC Merced 2020 Project and Merced Vernal Pool and Grassland Reserve; (209) 205-8793; 2016–2022
3. Natalie Reeder, former San Francisco International Airport (SFO) Biologist; Currently at East Bay Regional Park District; 2950 Peralta Oaks Ct, Oakland, CA 94605; SFO West-of-Bayshore Recovery Action Plan; (510) 544-2207; 2015–2022

IVAN STRUDWICK, RPA

ASSOCIATE ARCHAEOLOGIST

CONTRACT ROLE: CULTURAL AND TRIBAL RESOURCES

LSA



EXPERTISE

- Prehistoric Archaeology
- Prehistoric Artifact and Marine Shell Identification
- Circular Shell Fishhooks
- Cultural Resource Management

EDUCATION

M.A., Anthropology,
Specializing in Archaeology,
Magna Cum Laude, California
State University, Long Beach,
California, 1986

B.A., Anthropology, California
State University, Long Beach,
California, 1981

PROFESSIONAL EXPERIENCE

Associate/Archaeologist, LSA,
Irvine, California, 1994–
Present

Other Companies: 1983-1994

PROFESSIONAL CERTIFICATIONS/ REGISTRATIONS

Register of Professional
Archaeologists (RPA No.
10350)

Professionally Listed
Archaeologist for the Counties
of Orange, Riverside, San
Diego, and Santa Barbara

40-Hour Hazardous Waste
Operations and Emergency
Response Trained

Railroad Education Certified

PROFESSIONAL RESPONSIBILITIES

Mr. Strudwick has 42 years of archaeological experience throughout California. He has conducted and managed all phases of archaeological projects, including fieldwork, laboratory analysis, research, and report writing. His duties include project design and proposal preparation for surveys, testing, and data recovery mitigation; personnel supervision; and report write-up, resource evaluation, and recommendations. Mr. Strudwick also serves as LSA's primary field and laboratory director and has directed excavations with field crews of over 80 individuals. Additionally, Mr. Strudwick has worked as the Native American coordinator for extensive multiyear projects. During a professional career spanning four decades, Mr. Strudwick has conducted archaeological projects in Alameda, Del Norte, Humboldt, Imperial, Kern, Lake, Los Angeles, Mendocino, Monterey, Napa, Orange, Riverside, San Diego, San Joaquin, San Luis Obispo, San Mateo, Santa Barbara, San Bernardino, Santa Clara, Santa Cruz, Tehama, and Ventura Counties, as well as on three of the Channel Islands (Santa Catalina, San Clemente, and San Nicolas). Mr. Strudwick was the field director and primary report author for the first cultural resource management project ever awarded for San Clemente Island. Additionally, he has numerous professional publications in peer-reviewed scientific journals. The extent of Mr. Strudwick's experience with fieldwork, report preparation, and managing both small and large groups of archaeologists and coordinating with Native Americans gives him unique perspective and ability in relation to cultural resource management.

PROJECT EXPERIENCE

Trammell Crow Residential, Alexan Anaheim—Uptown CEQA Project, Orange County, California

In 2017, Mr. Strudwick directed on-call CEQA-level archaeological and paleontological monitoring for Trammell Crow's 4.3-acre residential project in downtown Anaheim. Historic material found included residential debris showing the area to have been near the center of the original Anaheim colony. The southeast portion of the project area was identified on both 1907 and 1911 Sanborn Insurance Maps as Anaheim's Chinatown, which existed from the 1870s until 1924. A presentation was made at the 2018 Society for California Archaeology meetings and later at several other venues.

Lewis Management Corp., Santa Barbara-Chino Mixed-Use Project, Chino Hills, San Bernardino County, California

Mr. Strudwick directed monitoring and prepared the site form and final report pursuant to CEQA for this project. From July 2016 to January 2018, LSA conducted cultural resource monitoring of the 27-acre Santa Barbara-Chino Project located on Pomona-Rincon Road for Lewis Management Corp. The project was a large multiuse development with residential units, restaurant space, and commercial retail space. Mr. Strudwick also worked directly with the Gabrielino Tongva Nation, PNACRM, field-directed by Mr. Sam Dunlap, who subcontracted to LSA. One archaeological monitor and one Native American monitor were present for all ground-disturbing construction activities. Monitors found impressed bricks made and used at the Higgins Brick Company's Chino Hills Plant, which operated at this location from 1963 until 2011.

Research showed that when the Chino Hills Plant was built in 1963, it was one of the most technologically advanced plants in the country and was the largest plant west of the Mississippi River. During nearly 50 years of operation, the Chino Hills Plant produced 4.5 billion bricks. A site form and report describing the Plant the history of brick making was prepared by Mr. Strudwick.

South Shores Church, South Shores Church Monitoring Project, Dana Point, Orange County, California

Mr. Strudwick was the Qualified Archaeologist for this project and completed all record searches and reporting for the project. The initial work for this project was conducted during a period from 2010 to 2013, when a CEQA-level record search and survey of the approximately 6-acre South Shore Church project area was conducted. The project area was located at 32712 Crown Valley Parkway in the hills of Dana Point, near South Laguna. No resources were identified within the project area, but the proximity to known sites led the City of Dana Point to require a Cultural Resource Monitoring Plan (CRMP). In 2017, a CRMP was prepared to avoid impacts to unrecorded cultural resources within the project area during demolition of existing church buildings and construction of new church buildings on the property. The CRMP outlined procedures to follow during ground-disturbing construction activities in case of unanticipated discoveries of cultural resources or human bone.

Centex Homes, Fairfield Ranch—Survey and Test Excavation, Chino Hills, California

In October 1998, Mr. Strudwick conducted a record search, a 161-acre survey, and archaeological test excavation of two resources adjacent to the Prado Flood Control Basin. The project was conducted for Centex Homes' Fairfield Ranch residential development pursuant to the *State CEQA Guidelines*. Two new resources, an isolated core (P-36-64202) and a historic water irrigation system (SBR-9895H), were recorded and four resources—two prehistoric sites (CA-SBR-4212 and CA-SBR-5245) and two historic sites (Dan Durkee Ditch and Kramer Farm)—were updated. Archaeological testing of the two previously recorded prehistoric sites was conducted. No trace of CA-SBR-4212 was found during testing. Site CA-SBR-5245 was found to be a small temporary camp with limited habitation debris. Collected material included flaked and ground stone artifacts, as well as some bone. One obsidian pressure flake was also found during testing. Studies showed that the obsidian originated in the Coso Volcanic field and was last flaked 1,600 to 2,500 years ago. The sites were determined to be not important per CEQA, and the work was documented in a survey/test report.

California Department of Parks and Recreation, El Morro Elementary School Expansion Project, San Joaquin Hills, California

As part of a land swap between the State Department of Parks and Recreation and the Irvine Company, Mr. Strudwick directed a cultural resource survey and archaeological site testing at Crystal Cove State Park in the San Joaquin Hills for the proposed expansion of El Morro Elementary School. The California Department of Parks and Recreation donated 5 acres along Pacific Coast Highway near El Morro Elementary School in Laguna Beach for the school expansion in exchange for 35 acres along the crest of the San Joaquin Hills, south of the SR-73 Toll Road. The project surveys of both parcels and a boundary test of previously recorded site CA-ORA-280, near the school. Previously unrecorded site CA-ORA-1482 was found during the survey of the 5-acre parcel, resulting excavation of backhoe trenches, shovel test pits, and 1- x 1-meter (3.3 x 3.3 ft) units. Work was conducted with Juaneño Native American Monitor, Joyce Perry, who was present during all excavation.

REFERENCES

1. Patricia Mart, Professor Emeritus (Dept. of Anthropology); California State University, Los Angeles; 5151 State University Dr, Los Angeles, CA 90032; (949) 246-3076 On-Call Environmental Services and Project Review; Ongoing
2. Sam Dunlap, Native American Monitoring Representative; Gabrielino-Tongva Tribe (NAHC-listed); P.O. Box 1391, Temecula, CA 92593; (909) 262-9351; Native American monitoring on various projects; 2010–Ongoing
3. Stacy St. James, Director, South Central Coastal Information Center, Cal State University, Fullerton 800 North State College Blvd., Fullerton, CA 92834; (657) 278-5395; search requests on nearly every local project; 2010–Ongoing

MICHAEL HIBMA

ASSOCIATE / ARCHITECTURAL HISTORIAN / HISTORIAN
CONTRACT ROLE: HISTORICAL RESOURCES

LSA



EXPERTISE

- Architectural History
- History/California History
- HABS/HAER Photography

EDUCATION

Certificate in Land Use and Environmental Planning,
University of California, Davis Extension, 2012

M.A., History, California State University, Sacramento, 2007

B.A., History, Humboldt State University, Arcata, California, 2003

PROFESSIONAL EXPERIENCE

Associate/Architectural Historian/Historian, LSA, Point Richmond, California, May 2007–Present

SPECIALIZED TRAINING

36 CFR 61 Qualified Historian and Qualified Architectural Historian; Oral Historian; Regional Historian; Historic Preservation; Preservation Planning

PROFESSIONAL RESPONSIBILITIES

Michael Hibma is an architectural historian with more than 16 years of experience in cultural resources management. Mr. Hibma holds an M.A. in History from California State University, Sacramento; meets the Secretary of the Interior's *Professional Qualifications Standards* as an architectural historian and historian (48 CFR 44716). Mr. Hibma conducts historical research and field studies, and he authors historical sections of cultural resource reports, Initial Studies, and EIRs. He documents and evaluates historical built environmental cultural resources in accordance with the California Register of Historical Resources (CRHR) and the National Register of Historic Places (NRHP). He also conducts studies to address Section 106 of the National Preservation Act, as well as compliance with State and local regulations, and prepares cultural resource documents in accordance with California Department of Transportation requirements. Mr. Hibma also conducts third party per reviews and prepares Historic American Buildings Survey and Historical American Engineering Record (HABS/HAER) photo-documentation and recordation of built environment cultural resources such as buildings and bridges using National Park Service requirements. He has documented and evaluated hundreds of residential and commercial buildings, structures, and objects and has worked on cultural resource studies in the San Francisco Bay Area.

PROJECT EXPERIENCE

City of Martinez, 800 Escobar Street Project, Martinez, California

Mr. Hibma served as Architectural Historian to prepare a Historic Resource Evaluation for this project. At the request of the Martinez City Manager, Mr. Hibma conducted background research, a field survey, and consultation for a single-story commercial building built in 1920 at 800 Escobar Street in Downtown Martinez. Mr. Hibma evaluated the architectural qualities of the building for inclusion in the California Register and under local criteria described in the Martinez Downtown Overlay District within the Martinez Downtown Specific Plan. Mr. Hibma concluded that this building did not appear eligible for listing in the California Register or for local designation and was not a historical resource for the purposes of CEQA.

City of Berkeley, 2546-2588 Bancroft Way Proposed Project Development Impacts Analysis, Landmark Properties, Inc., Berkeley, California

Mr. Hibma served as Architectural Historian to prepare a Project Impacts Analysis (PIA) for a proposed project to redevelop the 0.67-acre project site with a mix of new construction and partial rehabilitation. The project also involved the re-use of the Fred Turner Building, a single-story multi-unit commercial boutique building designed in 1940 by famed architect Julia Morgan. The Fred Turner Building is NRHP-eligible, designated Berkeley City Landmark #49, and a historical resource for the purposes of CEQA. The PIA consisted of a two-step process. The first step analyzed the scope and nature of the design for compatibility with the character-defining features of the Fred Turner Building. For this, Mr. Hibma applied the Secretary of the Interior's Standards for the Treatment of Historic Properties. The second step assessed whether any potentially discordant aspects of the proposed design would cause a "substantial adverse change" (i.e., physical demolition, destruction, relocation, or alteration of the resource or its immediate surroundings) in the

MICHAEL HIBMA

ASSOCIATE / ARCHITECTURAL HISTORIAN / HISTORIAN
CONTRACT ROLE: HISTORICAL RESOURCES



significance of the Fred Turner Building per CEQA Guidelines Section 15064.5(b). City staff and the Landmarks Preservation Commission reviewed and approved the PIA.

City of Menlo Park, 389 El Camino Real Project, Menlo Park, California

Mr. Hibma served as Architectural Historian for this project and prepared an Architectural Eligibility Evaluation. Mr. Hibma prepared a preliminary analysis as phase one of a two-phase environmental review process to identify the next step in determining whether to prepare an IS/MND or a Focused EIR pursuant to CEQA. The architectural study consisted of a literature review, a records search, archival research, review of County Assessor/Recorder records, consultation with potentially interested parties, and a field survey. The background research and field survey resulted in the identification of two cultural resources, a single-family residence constructed c. 1910-1925 located at 612 Partridge Avenue, and a multi-family residential triplex built in 1948 at 603-607 College Avenue. The resources were evaluated and recorded on DPR 523 forms. The study determined that despite the relatively high level of architectural integrity, the two resources were not eligible for listing in the California Register of Historical Resources for their lack of historical significance and association.

City of Walnut Creek, Heather Farm Aquatic/Community Center Project, Walnut Creek, California

Mr. Hibma is currently serving as the Architectural Historian for this project. The City proposes to demolish the existing Community Center (built 1971) and Clarke Memorial Swim Center (built 1973) and redevelop the 4.7-acre area within the 107-acre Heather Farm Park with a combined aquatic/community center. Mr. Hibma conducted background research, archival research, and a pedestrian field survey to prepare an HRE with a DPR 523 to contain a combined NRHP and CRHR-based eligibility evaluation.

City of Milpitas, 1724 Sunnyhills Court Project IS/MND, Milpitas, California

Mr. Hibma served as Architectural Historian and prepared the HRE required by CEQA. The HRE determined that the entire apartment complex appeared to be eligible for listing on the CRHR. To determine whether the demolition of the existing leasing/community building, and construction of the new buildings would result in a substantial adverse change in the significance of the potential resource, he also prepared a Historical Resources Impact Assessment (HRIA). The HRIA determined that the project as proposed would be consistent with the *Secretary of the Interior's Standards for the Treatment of Historic Properties*, and demolition and construction would not result in a significant impact.

G4 Architecture/City of Foster City, Foster City Recreation Center Replacement Project IS/MND, Foster City, California

Mr. Hibma is currently serving as the Architectural Historian for this project. The City proposes to redevelop the existing William E. Walker Recreation Center (Recreation Center) located within Leo J. Ryan Park. Mr. Hibma prepared California State Department of Parks and Recreation Series 523 (DPR 523) form record that contained a CRHR-based eligibility evaluation. Background research and field survey found the Walker Community Center, built in 1974, is associated with the early growth of Foster City and for its general architectural characteristics of Second Bay Tradition. However, the building did not appear eligible due to a lack of integrity as a result of subsequent alterations in 1998 and 2002. Accordingly, the Recreation Center did not appear eligible for inclusion in the CRHR due to a lack of significance and does not appear a historical resource for the purposes of CEQA.

REFERENCES

1. Charu Ahluwalia, Senior Planner; County of Santa Clara; 70 West Hedding Street, 7th Floor, East Wing San Jose, CA 95110; (408) 299-5740; On-Call Cultural Resource Technical Services; 2020–Ongoing
2. Galli Basson, Planner III; Midpeninsula Regional Open Space District; 5050 El Camino Real, Los Altos, CA 94022; (650) 625-6593; On-Call Cultural Resource Technical Services; 2021–Ongoing
3. Satema Crane, Principal Planner Landmarks Preservation Commission, Secretary Land Use Planning Division; City of Berkeley; 1947 Center Street, 2nd Fl.; Berkeley, CA 94704; (510) 981-7413; On-Call Cultural Resource Technical Services; 2019–Ongoing



EXPERTISE

- Paleontological Resource Monitoring
- Fossil Collection, Salvage, Identification, and Curation
- Paleontological Mitigation Reports
- Federal, State, and Local Laws, Ordinances, Regulations, and Standards (LORS) Regarding Paleontological Resources

EDUCATION

California State University, Fullerton, M.Sc., Geology, 2014.

California State University, Fullerton, B.Sc., Geology, 2010.

PROFESSIONAL EXPERIENCE

Senior Paleontologist, LSA, Irvine, California, 2015-2020, November 2023–Present.

PROFESSIONAL AFFILIATIONS

Geological Society of America

The Paleontological Society

Society for Sedimentary Geology

Association for Women in Geoscience

PROFESSIONAL RESPONSIBILITIES

Ms. Vreeland is a paleontologist at LSA. Her field and laboratory experience includes fieldwork and research projects throughout California and Nevada, as well as conducting fieldwork and surficial geologic mapping in Montana. She earned her Master of Science in Geology from California State University, Fullerton, in 2014, where she focused her research in invertebrate paleontology and paleoecology. Her coursework and research at California State University, Fullerton provided her with a strong knowledge of both the geology and the paleontology of the Southern California region.

PROJECT EXPERIENCE

Hawthorn Construction Group LLC, Placer Retirement Residence Project, Placer County, California

Ms. Vreeland supervised paleontological monitoring services for ground-disturbing activities that may include site excavation and grading, footing excavations, utility trenching, and any other tasks as required for the development of a residential care home for seniors. The facility will consist of a single, three-story building, containing 145 residential suites with a building footprint of approximately 50,855 square feet and a total building area of approximately 129,505 square feet. At the conclusion of ground disturbance, Ms. Vreeland prepared a Paleontological Resources Monitoring Compliance Report for the project.

County of Placer, Eureka Grove Project, Placer County, California

Ms. Vreeland served as the Paleontology Supervisor. She provided paleontological resources consulting services in compliance with the CEQA. These services also included a Paleontological Monitoring and Mitigation Program (PMMP) prior to construction, preparation of a Workers Environmental Awareness Training (WEAP) for paleontological resources, one in-person training for all construction personnel, paleontological monitoring during construction, and the preparation of a Paleontological Resources Monitoring Compliance Report. Placer County acted as lead agency under CEQA.

City of Morro Bay, Morro Bay Water Facility Project Phase II Project, San Luis Obispo County, California

Ms. Vreeland provided paleontological resources monitoring during ground disturbing activities during the City of Morro Bay's Water Reclamation Facility (WRF) Lift Stations and Offsite Pipelines Construction Project. Excavation in a portion of the project required a permit from the United States Fish and Wildlife Service. The project was being completed in compliance with mitigation measures contained within the EIR for the Project. A Cultural and Paleontological Resources Monitoring Compliance Report was completed upon the conclusion of ground disturbance for the project. The City of Morro Bay is the lead agency under the CEQA. Paleontology Supervisor.

Riverside County Flood Control and Water Conservation District, Paramount Estates Master Drainage Plan – Line C Project, Riverside County, California

Ms. Vreeland conducted a paleontological resources assessment to determine the potential impacts to paleontological resources during the modifications associated with the Sunnyslope Channel, which involves removing approximately 250 linear feet of the existing channel and replacing a reinforced concrete box culvert (RCB) with associated transition walls and the installation of a 36-inch underground storm drain and connection to the new Sunnyslope Channel RCB. In addition, Ms. Vreeland prepared a Paleontological Resources Impact Mitigation Program (PRIMP) to provide a management plan for paleontological resources for the project. She conducted paleontological records searches, an intensive-level pedestrian survey, and background research. The study was completed in compliance with the California Environmental Quality Act (CEQA) with the Riverside County Flood Control and Water Conservation District acting as the lead agency. Additionally, a Workers Environmental Awareness Program (WEAP) training was provided prior to construction. A Paleontological Resources Monitoring Compliance Report was prepared at the conclusion of ground-disturbing activities requiring monitoring for the project.

Caltrans District 7 On-Call, Los Angeles County, California

Ms. Vreeland assisted with several task orders under the Caltrans District 7 on-call environmental services contract that consisted of paleontological monitoring and paleontological surveys. Caltrans District 7 awarded on-call environmental contracts to LSA: (1) I-5 Corridor from Kern County to Orange County Borderline (Contract No. 07A3453); and (2) Los Angeles County, Central Area.

City of Hemet, Master Drainage Plan Line C, Stage 4, Riverside County, California

Ms. Vreeland served as Paleontological Monitor during trenching. LSA conducted paleontological resources monitoring for the Hemet Master Drainage Plan Line C, Stage 4 Project in Riverside County. The project provides 10-year flood protection to residents of the Hemet Master Drainage Plan, Line C, Stage 4, watershed by placing reinforced concrete pipe to accommodate storm drain construction.

Alameda Corridor East Grade Separation Projects, Los Angeles, California

Ms. Vreeland served as Paleontological Monitor during excavation activities and also assisted in the preparation of associated Paleontological Mitigation Plans. LSA conducted on-call paleontological resource monitoring for various railway grade separation projects.

Riverside County Flood Control and Water Conservation District, Romoland Line A-3, Stages 2 and 3 Project, Riverside County, California

Ms. Vreeland conducted a paleontological resources impact mitigation program to determine the potential impacts to paleontological resources during the modifications associated with the Romoland Line A-3, Stage 2 and 3 Project, and provided a management plan for paleontological resources associated with the project. A paleontological records search, an intensive-level pedestrian survey, and background research were completed. Additionally, a WEAP training was developed and presented prior to construction, and paleontological resources monitoring was provided during ground-disturbing construction activities for the project. A Paleontological Resources Monitoring Compliance Report was prepared at the conclusion of ground-disturbing activities requiring monitoring for the project.

REFERENCES

1. Eric Mulligan, Project Manager; Hawthorn Devco LLC.; 2260 McGilchrist Street S.E., Salem, OR 97302; (503) 586-7401; Placer Retirement Residence Project (paleontological monitoring services and monitoring compliance report); 2021–2022
2. Jamie Horton, Director of Construction; Patterson Properties, Inc.; 2270 Douglas Boulevard, Suite 111, Roseville, CA 95661; (916) 797 – 3303; Eureka Grove Project (paleontological monitoring); 2020
3. Scott Collins, City Manager; City of Morro Bay; 595 Harbor Street, Morro Bay, CA 93442; (805) 772 – 6200; Morro Bay Water Reclamation Facility Project Phase 2; 2021–2023

JESSICA CORIA

ASSOCIATE/DIRECTOR OF AIR QUALITY AND CLIMATE CHANGE SERVICES
CONTRACT ROLE: AIR QUALITY/GHG EMISSIONS



EXPERTISE

- CEQA/NEPA
- Air Quality Analysis
- GHG Emission Analysis
- Climate Change Analysis
- Air Pollution Control Measures
- GHG Mitigation Measures
- Health Risk Assessment

EDUCATION

M.S., Environmental Science and Policy, Johns Hopkins University, Baltimore, 2019

B.A., International Relations: Global Environment, Health, and Natural Resources, University of California, Davis, 2015

PROFESSIONAL AFFILIATIONS

Association of Environmental Professionals (AEP)

Central Chapter AEP Board of Directors

RECENT PRESENTATIONS

APA Conference 2023: Climate Action Planning for Water Utilities

PROFESSIONAL RESPONSIBILITIES

With a decade of experience, Ms. Coria served as a Regional Program Manager at the San Joaquin Valley Air Pollution Control District (SJVAPCD) and as a consulting Senior Scientist prior to her current position at LSA. Her expertise includes regulatory compliance, air quality impact analysis per CEQA requirements, conducting health risk assessments, air dispersion modeling, sustainable project design, air pollution control measures, and GHG emission mitigation. She has extensive experience in project management, staff mentoring, and client relationships as well as comprehensive knowledge of CEQA requirements for air districts throughout California. Ms. Coria is experienced with the models and methods used to assess both air quality and GHG impacts. Her CEQA experience includes conducting technical evaluations and overseeing the preparation of air quality, GHG, and energy analysis for Specific Plans, General Plans, Climate Action Plans, and Housing Element Updates as well as mixed-use, commercial, residential, and industrial warehouse projects.

PROJECT EXPERIENCE

Ms. Coria conducts and oversees the preparation of air quality, GHG emissions and energy analyses that quantify the impacts of project-related construction and operational emissions and evaluate project impacts related to regional air pollution thresholds and global climate change. The reports describe the existing setting and regulatory context, quantify impacts, and recommend mitigation measures as appropriate.

City of Richmond, Peer Review of IMTT Terminal Tank Project, Richmond, California

LSA is currently preparing the environmental impact assessment for the IMTT Terminal Tank Project, which involves the replacement and addition of several storage tanks at a bulk terminal facility in Richmond. Ms. Coria conducted a peer review of the technical studies related to air quality and climate change for the proposed project, including the criteria pollutant and GHG emissions analysis conducted for this project.

City of Pleasanton, Stoneridge Mall Apartments Project, Environmental Checklist, Pleasanton, California

Ms. Coria helped to prepare the environmental checklist for the PUD-136 – Stoneridge Mall Residential Project in Pleasanton, California. The project consists of 360 multifamily apartment units and related site improvements, including a new parking structure. As the Lead Air Quality Scientist, Ms. Coria led the air quality and GHG emissions modeling, reviewed and conducted the air quality and GHG emissions technical analyses, prepared the HRA used in the air quality analysis, oversaw and assisted in preparation of the energy analysis, and prepared the air quality and GHG emissions sections of the EIR.

City of South San Francisco. General Plan Update, Zoning Code Amendments, and Climate Action Plan Program EIR, South San Francisco, California

Ms. Coria was part of the team that provided environmental services for the City of South San Francisco General Plan Update, Zoning Code Amendments,

and Climate Action Plan Program EIR. The General Plan Update is a forward-looking document that will serve as the blueprint for the City of South San Francisco's vision through the year 2040. The General Plan Update anticipates approximately 14,324 net new housing units and approximately 13,344 net new employment opportunities by 2040. The proposed General Plan Update will replace the 1999 General Plan and inform updates to the City's Zoning Ordinance. The Climate Action Plan includes a communitywide inventory of GHG emissions and identifies strategies and measures to reduce GHG emissions generated by existing and future uses in South San Francisco to achieve State-mandated targets. Ms. Coria performed the air quality and GHG emissions analysis.

City of Pleasanton, Pleasanton Housing Element Update EIR, Pleasanton, California

As the Lead Air Quality Scientist, Mrs. Coria led the air quality and GHG emissions modeling, reviewed and conducted the air quality and GHG emissions technical analyses, prepared the HRA used in the air quality analysis, oversaw and assisted in the preparation of the energy analysis, and prepared the air quality and GHG emissions sections of the EIR for this Housing Element update project.

Buzz Oates Construction, Inc./City of American Canyon, Giovannoni Logistics Center EIR, American Canyon, California

Ms. Coria was part of the team that prepared an EIR for the Giovannoni Logistics Center project on 255.1 acres in American Canyon. The applicant (Buzz Oates Construction, Inc.) proposes to develop a 2.4-million-square-foot logistics center on approximately 208 acres, with the remaining 47.1 acres preserved as open space. Devlin Road and the Napa Valley Vine Trail would be extended through the project site to close the gap in these transportation facilities. The Giovannoni Logistics Center will cater to clients and customers in the e-commerce, wine, and food industries. Environmental issues include biological resources, cultural resources, air quality/GHG emissions, transportation, and noise. Ms. Coria performed the air quality and GHG emissions analysis.

City of Fresno, Central Southeast Planning Area Specific Plan and Program EIR, Fresno, California

Ms. Coria helped prepare a Program EIR for the Central Southeast Planning Area Specific Plan in Fresno. The City of Fresno adopted a new General Plan that identifies priority infill areas for new investment and redevelopment. Over the next 4 years, the City will complete seven Specific Plans, including the Central Southeast Area Specific Plan (CSASP). Ms. Coria performed the air quality and GHG emissions analysis.

City of Chico, Barber Yard Specific Plan Project EIR, Chico, California

Ms. Coria was part of the team that prepared an EIR and supporting technical analyzes for the potential environmental effects of the proposed Barber Yard Specific Plan (BYSP), a comprehensive planning document that would establish specific guiding principles and strategy for development of a 133-acre area in Chico, as well as off-site improvements, including a stormwater detention pond and associated storm drain alignments and outfall in unincorporated Butte County. Ms. Coria performed the Air Quality and GHG Emissions Analysis.

REFERENCES

1. Simran Jhutti, Senior Regional Planner; Fresno Council of Governments; 2035 Tulare St., Suite 201, Fresno, CA 93721; (559) 233-4148; Fresno COG Priority Climate Action Plan; 2023–2024
2. Emily Bowen, Principal Environmental Planner; Crawford & Bowen Planning, Inc.; 113 N. Church Street, Suite 310, Visalia, CA 93291; (559)-840-4414; Air Quality/GHG Emissions Impact Analysis for numerous EIR/ISMNDs; 2023-2024
3. Matthew B. Lopez, Architect; Fresno County, Department of Public Works and Planning; 2220 Tulare St. 8th Floor Fresno, CA 93721; (559) 600-4324; Fresno County On-Call Contract – Air Quality/GHG Emissions Analysis and Permitting Support Services for Fresno County Sheriff's Regional Training Center; 2024–Ongoing

CARA CUNNINGHAM

ASSOCIATE / ENVIRONMENTAL PLANNER
CONTRACT ROLE: AIR QUALITY/GHG EMISSIONS



EXPERTISE

- CEQA Document Preparation
Environmental Analysis
- Air Quality Analysis
- Greenhouse Gas Emission
Analysis
- Energy Analysis
- Land Use Planning

EDUCATION

B.S., City & Regional Planning,
minor in Real Property
Development, California
Polytechnic State University,
San Luis Obispo, June 2015

PROFESSIONAL EXPERIENCE

Associate/Senior
Environmental Planner, LSA,
Fresno, California, June 2014–
Present

Other Companies: 2013 - 2014

SPECIALIZED TRAINING

CEQA Case Law Update, 2016

Advanced CEQA Workshop,
2016

NEPA Essentials Workshop,
2016

The Challenge of Greenhouse
Gas Reduction Planning by
Local Governments in
California, 2016

Section 404 Permitting
Process and Compensatory
Mitigation Program, 2016

PROFESSIONAL RESPONSIBILITIES

Ms. Cunningham is an Associate/ Environmental Planner with a growing roster of experience. At LSA, she provides project management and technical assistance on a variety of planning and environmental documents including environmental assessments, initial studies, and environmental impact reports. At LSA, Ms. Cunningham has been involved in residential and commercial development projects, road improvement projects, and program-level plans. Ms. Cunningham has a strong foundation in land use planning and is well versed in addressing impacts to air quality, greenhouse gas emissions, and energy. Ms. Cunningham is proficient with the use of air quality models, including the California Emissions Estimator Model (CalEEMod) and the Roadway Emissions Estimator Model (RoadMod).

PROJECT EXPERIENCE

City of Redwood City, 1548 Maple Street Project, Redwood City, California

Ms. Cunningham prepared the Air Quality, Energy, and GHG sections of the EIR for the redevelopment of an industrial site to include 131 three-story townhomes, open space, circulation and parking, infrastructure, soil remediation, and grading improvements. She also analyzed the possible impacts of related off-site improvements involving an extension of the San Francisco Bay Trail on approximately 8 acres along Redwood Creek.

City of Belmont, 2 Davis Drive Office/R&D Project EIR, Belmont, California

Ms. Cunningham prepared the air quality, energy, and GHG analyses for this project. The proposed project includes demolition of the existing warehouse building and construction of a new approximately 71,000-square-foot, four-story (approximately 57-foot-tall) building with office and research and development (R&D) uses as well as associated surface parking and landscaping improvements.

City of Menlo Park, 111 Independence Drive EIR, Menlo Park, California

Ms. Cunningham prepared the Air Quality, GHG, and Noise sections of the EIR for the proposed project, which would result in the demolition of existing office space and redevelopment of the project site with an approximately 145,350-gross-square foot (gsf), eight-story multifamily apartment building with approximately 105 dwelling units and an approximately 712-square foot potential commercial space, as well as associated open space, circulation and parking, and infrastructure improvements.

City of Menlo Park, Menlo Uptown Project EIR, Menlo Park, California

Ms. Cunningham prepared the Air Quality, GHG, and Noise sections of the EIR for the proposed project. The project resulted in the redevelopment of the project site with a maximum of 441 multifamily rental units and 42 for-sale townhomes, totaling 471,986 square feet of residential use and 2,940 square feet of office space, as well as associated open space, circulation and parking, and infrastructure improvements.

City of Menlo Park, Menlo Portal Project EIR, Menlo Park, California

Ms. Cunningham prepared the Air Quality, GHG, and Noise sections of the EIR for the proposed project. This project involved the redevelopment of a site with a 326,581-gross-square-foot, seven-story multifamily apartment building with 335 dwelling units and a 34,868-gross-square-foot commercial office building, which would include approximately 1,600 gross square feet of childcare space, as well as associated open space, circulation and parking, and infrastructure improvements.

City of San Rafael, Northgate Mall Redevelopment Project, San Rafael, California

Ms. Cunningham prepared the air quality and GHG analysis for this project, which involved the redevelopment of an existing mall with a mix of commercial and residential land uses.

City of El Cerrito, 10810 San Pablo Avenue Development Project CEQA Services, El Cerrito, California

Ms. Cunningham prepared the air quality and GHG analysis for this project as part of LSA's On-Call Environmental Planning Services Contract. The Village at Town Center (10810 San Pablo Avenue) project was within the planning area for the SPASP FEIR. LSA prepared a memorandum and checklist to show that the proposed residential project would have no new significant environmental effects and would not substantially increase the severity of previously identified significant effects, and no new mitigation measures would be required beyond those identified in the SPASP FEIR.

City of Burlingame/Group 4 Architecture Research + Planning, Inc., Burlingame Community Center Project IS/MND, Burlingame, California

The City Council approved the replacement of the existing structure with a new facility of approximately 35,700 square feet. The proposed project would include three components: (1) redevelopment of the Burlingame Community Center; (2) improvements to the playground, outdoor basketball court, picnic area, and site; and (3) improvements to allow for more parking area. Group 4 Architects prepared a master plan for the new community center, and LSA prepared the IS/MND on the master plan. Ms. Cunningham prepared the air quality and greenhouse gas analyses for the project.

City of Millbrae Community Center Categorical Exemption, Millbrae, California

Ms. Cunningham prepared the Air Quality, GHG, and Noise sections of the IS/MND. LSA prepared a Categorical Exemption for the new Millbrae Recreation Center Project. The former facility burned down in 2016, and the City sought to rebuild a new center. The proposed project qualified for a CEQA Exemption as an Infill Development Project (Class 32), consistent with the provisions of CEQA Guidelines Sections 15332 and 15300.2. LSA prepared a memorandum and completed the analysis to inform the Environmental Checklist.

City of Berkeley, 600 Addison IS/MND, Berkeley, California

Ms. Cunningham prepared the Air Quality, Energy, GHG, and Noise sections of the IS/MND for the proposed project. The proposed project would develop a Research and Development (R&D) and Office Campus that would accommodate research, innovation, lab, and/or office uses.

REFERENCES

1. Margaret Kavanaugh-Lynch, Planning Manager; (former Planning Manager for the City of Vallejo); City of San Rafael; 1400 Fifth Avenue, Top Floor, San Rafael, CA 94901; (415) 485-3095; Northgate Mall Redevelopment Project EIR (current); 2021–Ongoing
2. Claudia Garcia, Principal Planner, City of Berkeley; 1947 Center Street, 3rd Floor Berkeley, CA 94704; (510) 981-7412; City of Berkeley On-Call CEQA Services/600 Addison Project; 2015–Ongoing
3. Sean Moss, AICP, Planning Manager, City of El Cerrito, 10890 San Pablo Avenue, El Cerrito, CA 94530; (510) 215-4359; On-Call Environmental Planning Services; 2016–Ongoing

JOHN T. (J.T.) STEPHENS

PRINCIPAL / SENIOR ACOUSTICAL SPECIALIST
CONTRACT ROLE: NOISE & VIBRATION (ACOUSTICS)



EXPERTISE

- Noise Analysis
- Vibration Analysis

EDUCATION

B.S., Acoustical Engineering,
Minor in Communications,
Purdue University, West
Lafayette, Indiana, 2004

PROFESSIONAL EXPERIENCE

Executive Vice President /
Principal / Senior Acoustical
Specialist, LSA, Point
Richmond, California, March
2012–Present

Other Companies: 2005–2012

PROFESSIONAL CERTIFICATIONS

E.I.T. License No. ET30504764
(2005)

PROFESSIONAL AFFILIATIONS

Member, Institute of Noise
Control Engineering (INCE)

SPECIALIZED TRAINING

- AutoCAD
- SoundPLAN
- FHWA RCNM
- FHWA TNM 2.5
- Insul
- Microsoft Office

PROFESSIONAL RESPONSIBILITIES

Mr. Stephens is a Principal Noise and Vibration Specialist and part of LSA's environmental technical staff. He is primarily responsible for the preparation of noise and vibration studies for a variety of projects. Mr. Stephens is proficient in the use of various traffic noise models, the Roadway Construction Noise Model (RCNM), the Aviation Environmental Design Tool (AEDT), SoundPLAN Noise Prediction Software, and INSUL, a noise prediction software for building façades and partitions. Mr. Stephens is also responsible for performing noise and vibration monitoring surveys using a variety of Larson-Davis sound level meters and accelerometers. Mr. Stephens has supported numerous controversial studies, some of which requiring Non-Disclosure Agreements, and has attended public meetings as a professional expert.

PROJECT EXPERIENCE

City of Concord, Clayton Road Townhomes Environmental Checklist, Concord, California

Mr. Stephens prepared the Technical Noise and Vibration Analysis for the Clayton Road Townhomes Project in Concord. The proposed project consists of 70 residential townhouse units on 3.86 acres, located at 3512 Clayton Road between Roslyn Drive and Barbis Way.

City of Antioch, Deer Valley Estates Project EIR, Antioch, California

Mr. Stephens prepared the technical noise and vibration analysis for the Deer Valley Estates Project in Antioch. The project involves the construction of 121 single-family homes located north of the existing Kaiser Permanente Antioch Medical Center.

City of Berkeley, 1900 Fourth Street Project EIR, Berkeley, California

Mr. Stephens served as Noise Resources Specialist. The project proposed the demolition of an existing structure and redevelopment of the site with 135 residential units and 33,080 square feet of retail and restaurant space, as well as parking and open space. The site is located entirely within the boundary of the West Berkeley Shellmound, a historical resource under CEQA and a local City Landmark.

City of Hayward, 29212 Mission Boulevard Infill Residential Development Project, Hayward, California

LSA prepared the Categorical Exemption and Infill Environmental Checklist (CE/IEC) for the 29212 Mission Boulevard Project in Hayward. In support of the CE/IEC, Mr. Stephens prepared a technical noise and vibration analysis for the proposed project and identified potential impacts as compared to the previously completed City of Hayward General Plan EIR and the South Hayward BART/Mission Blvd. Form-Based Code Draft Supplemental Program Environmental Impact Reports, which are documents providing programmatic policies and standards. Specific tasks completed include gathering ambient noise measurements in the project vicinity, an assessment of both temporary and permanent noise and vibration impacts, and identification of appropriate standard conditions of approval.

City of Foster City, 388 Vintage Park Drive Life Sciences Project EIR, Foster City, California

Mr. Stephens served as the Noise Resources Specialist for this project, which included the design, construction, and operation of a life science campus consisting of two new buildings with hotel and life science uses atop a shared podium and parking garage; new common and public outdoor recreational space; and associated circulation and infrastructure improvements.

Tenderloin Neighborhood Development Corporation, 500 Turk Street Project IS/MND, San Francisco, California

Mr. Stephens assisted in the completion of the Noise section for the proposed project, which involves the demolition of an existing onsite building and associated surface pavements and construction of a new eight-story, 79-foot-tall residential with ground floor commercial building and associated improvements.

City of Richmond, 205 Cutting Boulevard Project, Richmond, California

Mr. Stephens served as Noise Resources Specialist. As part of LSA's on-call contract with the City of Richmond, LSA prepared supporting technical documents and a Categorical Exemption under Section 15332 of the CEQA Guidelines for the proposed Barnof Holdings Self-Storage Facility. LSA prepared technical analyses related to biological and cultural resources, traffic, air quality, and noise to support the findings that implementation of the proposed project would result in no potentially significant impacts. LSA also prepared a memorandum to support the Categorical Exemption, documenting how the proposed project met the conditions identified in Section 15332 of the CEQA Guidelines.

City of Oakland Lake House Commons EA/FONSI, Oakland, California

Mr. Stephens served as Senior Acoustical Specialist. LSA prepared an Environmental Assessment, in compliance with HUD, 24 CFR Parts 50.4, 58.5, and 58.6, for the Lakehouse Commons Affordable Apartments Project on the corner of East 12th Street and Second Avenue in Oakland. The project applicants proposed to construct two distinct buildings, one of which would contain 91 affordable housing units; the other would provide 270 residential units. To support the environmental analysis, LSA prepared technical reports for acoustics and cultural resources and conducted CalEEMod emission estimates and used existing studies to address potential issues related to hazards and hazardous materials

City of Hayward, 29212 Mission Boulevard Infill Residential Development Project, Hayward, California

LSA prepared the Categorical Exemption and Infill Environmental Checklist (CE/IEC) for the 29212 Mission Boulevard Project in Hayward. In support of the CE/IEC, Mr. Stephens prepared a technical noise and vibration analysis for the proposed project and identified potential impacts as compared to the previously completed City of Hayward General Plan EIR and the South Hayward BART/Mission Blvd. Form-Based Code Draft Supplemental Program Environmental Impact Reports, which are documents providing programmatic policies and standards. Specific tasks completed include gathering ambient noise measurements in the project vicinity, an assessment of both temporary and permanent noise and vibration impacts, and identification of appropriate standard conditions of approval.

REFERENCES

1. Lina Velasco, Director of Community Development; City of Richmond; 450 Civic Center Plaza, Richmond, CA 94804; 510-620-6841; Noise and Vibration Monitoring and Analysis for various projects; 2016–2024
2. Adriana H. Wright, Project Manager, Design; Mister Car Wash; 222 E 5th Street, Tucson, AZ 85705; 520-221-4907; Noise and Vibration Monitoring and Analysis (Mister Car Wash Project); 2021–Ongoing
3. Zach Siviglia, President & CEO; Mark Thomas & Company; 2833 Junction Avenue, Suite 110, San Jose, CA 95134; (408) 453-5373; Noise and Vibration Monitoring and Analysis (various projects); 2019–Ongoing

DEAN ARIZABAL

PRINCIPAL / TRANSPORTATION

CONTRACT ROLE: TRAFFIC/TRANSPORTATION

LSA



EXPERTISE

- Transportation Planning and Traffic Impact Assessment
- Data Collection and Analysis
- Parking Demand and Shared Parking Analysis

EDUCATION

B.S., Computer Engineering,
University of California, Irvine,
2002

PROFESSIONAL EXPERIENCE

Principal / Transportation
Planner, LSA, Irvine, California,
February 2021–Present

Associate / Transportation
Planner, LSA, Irvine, California,
April 2016–January 2021

Senior Transportation
Planner, LSA, Irvine, California,
December 2010–March 2016

Transportation Planner, LSA,
Irvine, California, May 2005–
November 2010

Programmer/Specialist and
Mentor/Trainer, Reynolds &
Reynolds, Irvine, California,
and Duluth, Georgia, July
2002–April 2005

PROFESSIONAL ASSOCIATIONS

Orange County Traffic
Engineering Council

Association of Environmental
Professionals

PROFESSIONAL RESPONSIBILITIES

Mr. Arizabal has been involved in transportation planning since 2005. With nearly 18 years of experience, Mr. Arizabal's primary responsibilities and experience include managing or preparing technical analyses of land development and roadway improvement projects, including comprehensive Traffic Impact Analyses, traffic operations analyses, and parking studies. He has prepared numerous traffic impact studies and access and on-site circulation analyses for mixed-use, residential, commercial, office, institutional, and alternative energy projects. Many of Mr. Arizabal's reports and documents are incorporated into an EIR, Initial Study, or Mitigated Negative Declaration.

PROJECT EXPERIENCE

City of Menlo Park, Menlo Flats Focused EIR, Menlo Park, California

Mr. Arizabal oversaw the preparation of a TIA to identify potential traffic and circulation impacts associated with the proposed redevelopment of the project site with an eight-story mixed-use building with ground floor commercial space and three levels of above ground parking. Redevelopment includes a ground-level pedestrian paseo along the eastern side of the proposed building, and a publicly accessible plaza at the southeast corner. The Transportation Analysis satisfies the City's requirements for a CEQA analysis (VMT analysis) and an LTA (level of service [LOS] analysis). The traffic analysis of existing, background (existing plus approved projects), and background plus project traffic conditions was prepared. The TIA provided an intersection queueing analysis, a site circulation and access analysis, a sight-distance analysis, an on-site parking analysis, and a construction analysis. Additionally, as required by the City of Menlo Park, the TIA evaluated LOS and signal warrants at 15 intersections, as well as the applicant-prepared Transportation Demand Management (TDM) Plan for compliance with the City's TDM Guidelines.

City of Hayward, 27177-27183 Mission Boulevard Project, Hayward, California

Mr. Arizabal oversaw the preparation of a Traffic Impact Analysis (TIA) for the proposed 27177–27183 Mission Boulevard Project. Consistent with the City of Hayward's Transportation Impact Analysis Guidelines (December 2020), the TIA consists of a Local Transportation Analysis (LTA) and a Vehicle Miles Traveled (VMT) analysis. The proposed project includes the development of 55 townhomes (including 9 live-work units) on a 2.47-acre site on the west side of Mission Boulevard across from Moreau Catholic High School.

City of Hayward, 29212 Mission Boulevard Project, Hayward, California

Mr. Arizabal oversaw the preparation of a TIA to identify potential traffic and circulation impacts associated with the proposed mixed-use development of 189 multi-family units, an 8,408-square-foot (sf) day care center, and 2,773 sf of retail use at 29212 Mission Boulevard. The project is located east of Mission Boulevard and south of Tennyson Road. The traffic analysis of existing, near-term, and long-range traffic conditions was prepared in

consultation with the City of Hayward. The TIA provided an intersection queueing analysis, an access analysis of the two project driveways, a sight-distance analysis, and an on-site parking analysis. Signal timing adjustments were recommended to mitigate the project's impacts.

City of Hayward, 22005 Skywest Drive Project, Hayward, California

Mr. Arizabal oversaw the preparation of a TIA to identify potential traffic and circulation impacts associated with the proposed mixed-use development of a 131-room hotel and a 5,300 sf multi-tenant commercial building at 22005 Skywest Drive. The project is located east of Skywest Drive and west of Hesperian Boulevard. The traffic analysis of existing, near-term, and long-range traffic conditions was prepared in consultation with the City of Hayward. The TIA provided an intersection queueing analysis, an access analysis of the two project driveways, a sight-distance analysis, and an on-site parking analysis. Signal timing adjustments were recommended to mitigate the project's impacts.

Ten Over Studio, Inc., City of San Jose Fire Training and Emergency Operation Center Relocation Project, San Jose, California

Mr. Arizabal oversaw the preparation of an LTA for the Transportation/Traffic section of the IS/MND for the relocation and the development of the proposed San José Fire Department Fire Training Center in San Jose. The project proposes to relocate the San Jose City Fire Department Training Center, which is currently at 255 South Montgomery Street in Central San Jose and construct 56,393 sf of new floor area at the 1661 Senter Road and 1591 Senter Road project site. The traffic analysis identified the potential traffic and circulation impacts associated with the project. As instructed by the City of San Jose, the traffic analysis evaluated three scenarios (existing, existing plus approved projects, and existing plus project plus approved projects) and five study area intersections (using the Highway Capacity Manual methodology). Project trip generation and distribution are key components of this local-serving government facility. The traffic analysis was prepared consistent with applicable requirements of the City's *Transportation Analysis Handbook*.

City of San Jose, 231 W. Capitol Expressway Public Storage Project, San Jose, California

Mr. Arizabal prepared a Transportation Analysis to identify potential traffic and circulation impacts associated with the proposed development of a 427,395-sf mini-warehouse (self-storage) project at 231 W. Capitol Expressway in San Jose. The project is located at the northwest corner of Snell Avenue/W. Capitol Expressway. The Transportation Analysis satisfies the City's requirements for a CEQA analysis (VMT analysis) and Local Transportation Analysis (LOS analysis). The traffic analysis of existing, background (existing plus approved projects), and background plus project traffic conditions was prepared in consultation with the City of San Jose. The Transportation Analysis provided an intersection queueing analysis, a site circulation and access analysis, a sight-distance analysis, an on-site parking analysis, and a construction analysis. Intersection improvements were recommended to mitigate the project's impacts. The Transportation Analysis was approved.

City of Irvine, 2020 Citywide Circulation Phasing Analysis Report, Irvine, California

Mr. Arizabal oversaw the update to the Citywide Circulation Phasing Analysis Report for the City of Irvine to recommend priorities for circulation improvements throughout Irvine within the next 5 years. As Project Manager, Mr. Arizabal coordinated with City Public Works staff and the Circulation Phasing Task Force (members of the City's Departments as well as representatives of the City's Finance, Planning, and Transportation Commissions, The Irvine Company, and Heritage Field El Toro, LLC).

REFERENCES

1. Socheata Chhouk, TE, Associate Civil Engineer; City of Newport Beach; 100 Civic Center Drive, Newport Beach, CA 92660; (949) 644-3346; On-Call Traffic/Transportation Engineering Services; 2017–Ongoing
2. Wendy Wang, PE, Transportation Planning and Project Management; City of Irvine; 1 Civic Center Plaza, Irvine CA 92606; (949) 724-7438; 2020 Citywide Circulation Phasing Analysis Report; 2019–2020
3. Steven Chang, Transportation Planner; City of Hayward; 777 B Street, Hayward, CA 94541; (510) 583-4791; On-Call Environmental Consulting Services; 2017–Ongoing

PAM READING

PRINCIPAL ENVIRONMENTAL PLANNER

CONTRACT ROLE: HYDROLOGY AND WATER QUALITY

LSA



EXPERTISE

- CEQA/NEPA Planning and Analysis
- Land Use Planning
- Natural Resource Management
- Water Quality
- NEPA & CEQA Agricultural Land Evaluations and Site Assessments

EDUCATION

M.S., Hydrology & Watershed Management. Yale University, School of Forestry & Environmental Studies, New Haven, Connecticut

B.A. (Magna Cum Laude), Environmental Studies/Political Science, University of Vermont, Burlington, Vermont

PROFESSIONAL EXPERIENCE

Principal and Environmental Planner, LSA, San Luis Obispo, California, 2004–Present

Other Companies: 1988-2008

PROFESSIONAL AFFILIATIONS

American Planning Association, California Central Coast Chapter

Association of Environmental Professionals, Channel Counties Chapter

PROFESSIONAL RESPONSIBILITIES

Ms. Reading is one of LSA's Environmental Planning Principals with particular expertise in hydrology and water quality. Ms. Reading has been providing environmental planning services throughout California for the past 19 years. Ms. Reading specializes in working with public agencies to complete land development and transportation/infrastructure-oriented projects. She also serves as Principal in Charge and Project Manager for the preparation of a variety of documents pursuant to CEQA/NEPA, including ISs, MNDs, PEARS, EAs, and EISs. In addition to her CEQA/NEPA experience, Ms. Reading oversees LSA's in-house water quality work. In this capacity, she prepares and/or oversees the preparation of CEQA/NEPA technical water quality reports and analyses. Ms. Reading also develops technical CEQA/NEPA visual and farmland impact assessments and land use and coastal zone consistency analyses. Complementing her CEQA and NEPA experience, Ms. Reading also has experience in land use planning and has served as a contract planner for cities and utilities. In this capacity, Ms. Reading conducts analyses, prepares documents, and makes presentations to advisory and elected bodies about proposed projects.

PROJECT EXPERIENCE

City of Redwood, Docktown Marina Project, City of Redwood, California

Ms. Reading was the Water Quality Task Lead for the preparation of a Hydrology and Water Quality Memorandum in support of a Categorical Exemption, pursuant to CEQA, for the Docktown Marina Project. The Docktown Marina Project involved the deconstruction of existing facilities at the project site, including the removal of existing dock and all related supports and in-water infrastructure.

Turner Development Resource Group, El Sobrante Bays Hill Church Project, Contra Costa, California

Ms. Reading oversaw the preparation of a water quality analysis in support of the environmental analysis for the Bays Hill Church Project in the community of El Sobrante in Contra Costa County.

City of Vacaville, Vanden Cove Subdivision, Vacaville, California

Ms. Reading oversaw the preparation of the water quality analysis for the Initial Study/Mitigated Negative Declaration for a project that proposes the construction of 114 single-family homes on an undeveloped 26.7-acre property in the City of Vacaville.

City of Vacaville, Brown Street Master Plan Project, Vacaville, California

Ms. Reading oversaw preparation of the water quality analysis for the Initial Study/Mitigated Negative Declaration for the development of a new neighborhood park, community center, Housing and Community Services Department office building, and open space.

City of Fairfield, Green Valley 3 Apartments Project, Fairfield, California

Ms. Reading prepared the water quality analysis for the Environmental Impact Report for The Green Valley 3 Apartments project. The proposed project involves the development of an apartment (multi-family) complex including a two-story parking structure on an approximately 5.78-acre project site.

PAM READING

PRINCIPAL ENVIRONMENTAL PLANNER
CONTRACT ROLE: HYDROLOGY AND WATER QUALITY



County of Alameda, Niles Canyon Trail Project, Alameda County, California

Ms. Reading oversaw the preparation of the Hydrology and Water Quality section of the Project EIR. The Project involves the construction of a 6-mile, Class 1, multiuse trail between the unincorporated community of Sunol and the city of Fremont in Alameda County.

City of San Luis Obispo, Parks and Recreation Plan and General Plan Element Update, San Luis Obispo, California

Ms. Reading was LSA's Principal in Charge, Project Manager, and water quality specialist for the preparation of an IS/ND to provide a program-level environmental evaluation of the City of San Luis Obispo's proposed Parks and Recreation Plan and General Plan Element Update. As a result of LSA's work on this project, LSA was awarded an on-call contract with the City of San Luis Obispo's Community Development Department.

City of Lake Forest On-Call for Environmental Consultant Services, Lake Forest, California

Ms. Reading is the Principal in Charge and primary contact for LSA's contract for On-Call Environmental Consultant Services with the City of Lake Forest. Most recently, Ms. Reading is serving as the Principal in Charge and Water Quality Specialist for the preparation of two Environmental Impact Reports, one for the IPT Enterprise Business Center Project and one for the Western Realco Warehouse/Manufacturing Projects. The proposed projects include the demolition of existing commercial and office buildings and the construction of new buildings that include a mix of manufacturing, warehouse, and office space. The proposed warehouse projects will also include the construction of parking, landscaping, and off-site transportation improvements.

City of Colton Pre-Qualified Short List of Environmental Consultants, Colton, California

Ms. Reading is the Principal in Charge and primary contact for LSA's contract with the City of Colton for Environmental Consulting Services. Most recently, Ms. Reading is serving as the Principal in Charge, Project Manager, and Water Quality Specialist for the Reche Canyon Plaza Project Environmental Impact Report. The project includes the development of approximately 18,124 square feet of local serving commercial uses along Reche Canyon Drive in Colton. The project requires a Specific Plan Amendment to change the existing land use designation of the project site from "Estate Density" to "Commercial" and a General Plan Amendment to change the existing land use designation of an off-site parcel to allow for residential development in order to prevent a net loss of residential capacity within the city in compliance with SB 330 requirements.

City of Seaside, Seaside Senior Living Facility Project IS/MND, Seaside, California

Ms. Reading managed the environmental documentation, including peer reviews, and/or the preparation of technical studies, for a proposed Senior Living Facility in the City of Seaside. The project site was previously owned by the United States (U.S.) Army. Following the closure of Fort Ord in 1994, the parcel was transferred to the City under the Fort Ord Reuse Authority Act (FORA). The Senior Living Facility plans to develop three facilities on the 5.47-acre project site including an Assisted Living Facility, a Memory Care Facility, and a Co-Housing Facility. The project will also provide on-site amenities including common living, eating and recreational areas, a barber/beauty salon, laundry facilities, and outdoor recreational spaces.

REFERENCES

1. Amy Stonich, Assistant Director of Community Development; City of Lake Forest; 100 Civic Center Drive, Lake Forest, CA 92630; (949) 461-3479; On Call Environmental Consultant Services; 2019–Ongoing
2. Enrique Saavedra, P.E., Senior Civil Engineer; Monterey County Department of Public Works, Facilities & Parks; 1441 Schilling Place, 2nd Floor, Salinas, CA 93901; 831-55-8970; On Call Environmental Services; 2004–Ongoing
3. Shawna Scott, Senior Planner; City of San Luis Obispo; 919 Palm Street, San Luis Obispo, CA 93401; (805) 781-7176; On-Call Environmental Services; 2019–Ongoing

MATT PHILLIPS

SENIOR GRAPHIC DESIGNER

CONTRACT ROLE: AESTHETICS AND VISUAL RESOURCES

LSA



EXPERTISE

- Computer Mapping and Graphic Design
- View Simulation and 3D Conceptual Design
- Technical Illustration
- Marketing Presentation Design
- Digital Photography
- Interactive Media Design and Presentation

EDUCATION

B.A., Anthropology, California State University, Long Beach, 1992

PROFESSIONAL EXPERIENCE

Senior Graphic Designer, LSA, Irvine, California, 2002–Present

Graphic/GIS Manager and Archaeology/Paleontology Lab Director, SWCA Environmental Consultants (formerly RMW Paleo Associates, Inc.), Mission Viejo, California, 1996–2002

Project Coordinator, NEC Technology, Mountain View, California, 1996

Project Recruiter, JPM Associates, Inc., Newport Beach, California, 1993–1996

Freelance Graphic Artist
Specializing in Logo Creation and Advertisement Design, 1989–1999

PROFESSIONAL RESPONSIBILITIES

Mr. Phillips' responsibilities include the design and production of technical graphics for EIRs, planning documents, land use plans, view simulation/conceptual design, marketing/advertising media, and identity branding and logo design. As a graphic designer, Mr. Phillips is able to accurately communicate clients' needs and objectives, as well as each Project Manager's expertise, into graphical form. Mr. Phillips' ability to visually interpret this complex technical data is an integral element of LSA's quality work.

Coupled with the coordination of technical and creative resources, Mr. Phillips' current projects include photometric view simulations, 3D conceptual design and rendering, digital artifact illustration (cultural), brochure design, conference booth concept and development, digital photography, and a variety of other graphics projects that extend throughout the wide range of LSA's expertise. Mr. Phillips is also proficient with website administration using Joomla and WordPress.

Mr. Phillips has extensive experience with Adobe Creative Cloud Suite (Illustrator, Photoshop, Acrobat, and InDesign) Corel Draw (Corel Graphics Suite). His in-depth use of Google Earth Pro in combination with Trimble Sketchup Pro creates simulated environments for visual impact studies, shade/shadow analysis, and 3D conceptual design. His experience with interactive media includes Microsoft PowerPoint and Adobe Flash, and his technical program experience includes AutoCAD Map 3D 2023 and Esri ArcMap Advanced and ArcGIS Pro. Mr. Phillips uses all programs universally to create a precision product that reflects LSA's high standards.

PROJECT EXPERIENCE

City of Walnut Creek, Heather Farm Park Projects, Walnut Creek, California

Mr. Phillips served as a Senior Graphic Designer for this project, which involved the preparation an IS/MND that analyzes the potential environmental impacts associated with replacement of the Aquatic/Community Center at Heather Farm Park in Walnut Creek.

City of San Rafael, Northgate Mall Redevelopment EIR, San Rafael, California

Mr. Phillips serves as a Senior Graphic Designer for this project. The Northgate Redevelopment Project will result in the redevelopment of the existing mall with a mix of uses through the demolition of most of the mall structures and ultimately two of the anchor buildings. The redevelopment of the project site is proposed to be completed in two phases pursuant to the proposed 2025 Master Plan and 2040 Vision Plan. LSA is preparing a comprehensive EIR to satisfy the requirements of CEQA. Additional LSA Tasks include peer review of applicant-prepared technical studies and preparation of all supplemental technical materials and reports.

MATT PHILLIPS

SENIOR GRAPHIC DESIGNER

CONTRACT ROLE: AESTHETICS AND VISUAL RESOURCES



County of Alameda, Niles Canyon Trail Project, Alameda County, California

Mr. Phillips worked in coordination with the LSA interdisciplinary team responsible for the environmental documentation and associated technical analyses to produce/incorporate document graphics and public presentation materials. The Project involves the construction of a 6-mile, Class 1, multiuse trail between the unincorporated community of Sunol and the city of Fremont in Alameda County.

East Bay Regional Park District, Marsh Creek and Las Trampas Project, Contra Costa County, California

Mr. Phillips provided technical graphic support for this project in coordination with the LSA interdisciplinary team responsible for the environmental documentation and associated technical analyses.

County of Monterey, Davis Road Bridge Replacement Project, Monterey County, California

Mr. Phillips worked in coordination with the LSA interdisciplinary team responsible for the environmental documentation and associated technical analyses for the Davis Road Bridge Replacement and Road Widening Project to produce/incorporate document graphics and public presentation materials.

Department of General Services, Blythe Border Protection Station Replacement California Department of Food and Agriculture, Blythe, California

Mr. Phillips provided technical graphic support for Environmental documents for the replacement of the current CDFA's Border Protection Station, located on Interstate 10 at the California/Arizona border.

County of Monterey, Monterey Bay Sanctuary Scenic Trail, Monterey County, California

Mr. Phillips provided the graphic support needs on this scenic trail project for a 0.8-mile section of a proposed multiuse path that crosses Elkhorn Slough in Moss Landing. Included in this task was the creation of schematic diagrams of all potential alternatives and impacts, cover design, and public meeting visual materials.

California Conservation Corps, Greenwood Center Redevelopment Project, El Dorado County, California

Mr. Phillips provided technical graphic support for the redevelopment of the existing California Conservation Corps (CCC) Greenwood Center. The proposed project includes the demolition of the existing center, which was developed in the 1980s and is no longer adequate to provide for the needs of the CCC Corpsmembers and staff, and the construction of a larger and more up to date center. The new buildings will be designed to be Zero Net Energy (ZNE) and will meet or exceed the requirements of Leadership in Energy and Environmental Design (LEED) "Silver" certification.

REFERENCES

1. Margaret Kavanaugh-Lynch, Planning Manager; (former Planning Manager for the City of Vallejo); City of San Rafael; 1400 Fifth Avenue, Top Floor, San Rafael, CA 94901; (415) 485-3095; Northgate Mall Redevelopment Project EIR (current); 2021–Ongoing
2. Sean Dougan, Trails Program Manager; East Bay Regional Park District; 2950 Peralta Oaks Ct, Oakland, CA 94605; (510) 544-2611; various internal graphics support for EBRPD projects; 2011–2018
3. Sean Moss, AICP, Planning Manager, City of El Cerrito, 10890 San Pablo Avenue, El Cerrito, CA 94530; (510) 215-4359; On-Call Environmental Planning Services; 2016–Ongoing

Cem Atabek

Senior Environmental Engineer



Areas of Expertise

Hazards and Hazardous Materials, Geology and Soils, and Hydrology and Water Quality

Education

B.S., Environmental Engineering, University of California, Berkeley

Registrations/Certifications

40-hour HAZWOPER training

Years of Experience

17 Years

References

1. Khamly Chuop, Associate Environmental Planner/Scientist, Port of Oakland, 530 Water St, Oakland, CA 94607; (510) 527-1758; On-Call Services; 2008–2024
2. Robert Begley, Acting Section Manager, Site Assessment and Remediation, San Francisco Public Works, 49 South Van Ness #700, San Francisco, CA 94102; (415) 309-5259; On-Call Services for Public Works Projects; 2016–2024
3. Piu Ghosh, Planning Manager, City of Cupertino, 10300 Torre Ave, Cupertino, CA 95014; (408) 777-3277; Peer Reviews of Phase I and II ESAs; 2019–2024

Cem Atabek is an environmental engineer who specializes in hazardous materials management, site characterization, development and implementation of remedial actions, and soil vapor intrusion mitigation for city, county, port, commercial/industrial, and school district clients. He has extensive experience in preparation of technical content for CEQA documents including Initial Studies/Mitigated Negative Declarations (IS/MNDs), and Environmental Impact Reports (EIRs). He has worked on CEQA documents for school districts, utility districts, remediation projects, transportation/rail projects, dredging projects, levee projects, landfills, biomedical facilities/campuses, residential and mixed-use developments. His CEQA work has been heavily focused on the topics of hazards and hazardous materials, geology and soils, and hydrology and water quality.

He has conducted investigations and remediation activities on contaminated properties and leaking underground storage tank sites, including media contaminated with petroleum hydrocarbons, solvents, metals, and manufactured gas plant wastes. He has designed and provided oversight for the installation of remedial surface caps to prevent exposure to impacted soils, and soil vapor intrusion mitigation systems. Through his work, he has developed a thorough understanding of regulatory requirements and established working relationships with regulatory agency staff on the state and local levels. His technical background and experience provide useful insights into the development of feasible and practical mitigation measures for identified significant CEQA impacts.

Project Experience

Port of Oakland, On-Call Services. Various soil and groundwater investigation and remediation projects, cap inspections, and reporting for the Oakland Army Base, Howard Terminal, and Former McGuire Chemical Company from 2008 to 2024.

San Francisco Public Works, On-Call Services. Prepared Phase I/II ESAs and soil and groundwater management recommendations for various projects including roadway and utility improvements, redevelopment of commercial properties into public parks, and expansion of the Muni Metro East Maintenance Facility from 2016 to 2024.

City of Cupertino, Peer Reviews of Phase I and II ESAs. Peer reviews of various Phase I and II ESAs from 2019 to 2024. A notable project was Baseline's involvement in the review of Phase I and II ESAs, an Environmental Site Management Plan, and an Excavation Management Plan for a very large mixed-use development on a former shopping mall.

William K. Scott, PG, CHg, CEG

Senior Field Geologist



Areas of Expertise

Hydrology and Water Quality, Geology, Hazardous Materials Management, Mitigation Monitoring, and Compliance.

Education

B.S., Geology, Cal State Hayward

Registrations/Certifications

40-hour OSHA training

Professional Geologist No. 6104;
Certified Engineering Geologist No. 2006;
Certified Hydrogeologist No. 579

Part 107 UAS Remote Pilot Certificate

Years of Experience

38 Years

References

1. Khamly Chuop, Associate Environmental Planner/Scientist, Port of Oakland, 530 Water St, Oakland, CA 94607; (510) 527-1758; On-Call Services; 2008–2024
2. Stanely DeSouza, Site Assessment and Remediation Manager, San Francisco Public Works, 49 South Van Ness #700, San Francisco, CA 94102; 415-713-1383; On-Call Services for Public Works Projects; 1995–2024
3. Obi Nzewi, Project Manager Water Resources Planning Div. San Francisco Public Utilities Commission, 525 Golden Gate Avenue, 10th Floor, San Francisco, California 94103; 415-554-1876; On-Call Services; 2000–2024

Bill Scott is a senior field geologist who specializes in environmental sampling and monitoring. His field work has included sampling for a wide range of chemical compounds in soil, soil vapor, and groundwater in a variety of geologic environments. He is thoroughly familiar with state and federal regulatory requirements for site investigation, sample collection, storage, and handling. He develops sampling strategies to ensure collection of representative samples. He has collected samples for drinking water standards from water supply wells and springs. He has installed, developed, and abandoned over 200 wells including monitoring and domestic wells. He has also installed, managed, maintained, and collected data from over 100 pressure transducers deployed in monitoring and water supply wells.

Mr. Scott has conducted Phase I site assessments in accordance with the ASTM Standards and performed Phase II environmental site assessments to identify potential hazardous materials issues in soil, soil gas, and groundwater. He is experienced in site compliance with environmental requirements affecting construction or development activities. He is familiar with mitigation monitoring and reporting programs, risk management plans, standard construction measures, and general and project-specific permits from environmental resource agencies. He has monitored and documented compliance with environmental permits from the San Francisco Bay Regional Water Quality Control Board, U.S. Army Corps of Engineers, National Marine Fisheries Service, San Francisco Bay Conservation and Development Commission, and the California Department of Fish and Wildlife.

Mr. Scott is an FAA-certified UAS remote pilot. He has flown many drone missions for the purpose of collecting aerial imagery to document real time project site progress and conditions. He has used the drone imagery to assist in Phase I site reconnaissance, produce orthomosaic site maps, and collect video imagery of construction site activities.

Project Experience

Port of Oakland, On-Call Services. Various soil and groundwater investigation and remediation projects, cap inspections, and reporting for the Oakland Army Base, Howard Terminal, and Former McGuire Chemical Company from 1986 to 2024.

San Francisco Public Works, On-Call Services. Prepared Phase I/II ESAs and soil and groundwater management recommendations for various projects including roadway and utility improvements, redevelopment of commercial properties into public parks, and expansion of transportation facilities from 1995 to 2024.

SFPUC, On-Call Services. Construction oversight, groundwater monitoring, and environmental field monitor from 2000 to 2024.

Aubrey K. Cool, PG

Principal Geologist



EDUCATION

B.S., Earth Sciences, 1996,
University of California, Santa Cruz

REGISTRATIONS/CERTIFICATIONS

PG 7659 (California)

OSHA 40-Hour Health & Safety Training
with Annual Updates

REFERENCES

Philip Vitale; City of South San Francisco,
400 Grand Avenue, South San
Francisco, CA 94080; (650) 829-3800;
Orange Memorial Park Aquatic Center,
Soil characterization; 2023–2024

Lina Velasco; City of Richmond; 450
Civic Center Plaza, 2nd Floor, Richmond,
CA 94904; EPA Brownfields Grant; (510)
620-6841; 2017–2022

Colleen Liang; Port of Oakland, 530
Water Street, Oakland, CA 94607; As
Needed Environmental Services;
(510) 627-1100; 2018–Ongoing

As a Principal Geologist for Ninyo & Moore, Ms. Cool has experience in the environmental industry, specializing in Leaking Underground Fuel Tank (LUFT) case project management, groundwater monitoring program management and soil, groundwater and soil vapor investigations. As the project manager for a Bay Area airport site, she recently oversaw a landfill gas and groundwater monitoring well installation investigation, coordinates the monthly landfill well monitoring and quarterly landfill gas and groundwater monitoring well sampling, and prepares the installation and quarterly monitoring and sampling reports. Ms. Cool possesses an expert knowledge of California's Low-Threat Underground Storage Tank Case Closure Policy and has provided her clients with the professional expertise to develop technical strategies to achieve timely and cost-effective case closures. Prior to her tenure at Ninyo & Moore, Ms. Cool oversaw up to 115 LUFT and Spills, Leaks, Investigation and Cleanup (SLIC) cases in the San Francisco Bay Area for a major oil client. Her project management work included a case with the San Francisco Bay Regional Water Quality Control Board (RWQCB) at a jet fuel terminal in South San Francisco.

REPRESENTATIVE EXPERIENCE

Association of Bay Area Governments, Boorman Park, Richmond, California: Project Manager for an EPA Brownfield Community-wide Assessment Grant with several projects in Richmond, El Cerrito, Bay Area Rapid Transit (BART) properties, and unincorporated parts of Contra Costa County. One project for the City of Richmond was Boorman Park, an existing park with planned upgrades and identified soil contamination. Ninyo & Moore completed Phase I and Phase II Environmental Site Assessments (ESAs) under the EPA grant. Subsequently, we are working directly under contract with the City of Richmond and have completed a Supplemental Site Investigation and report and are currently preparing a Removal Action Work Plan (RAW) to excavate and remove the contaminated soil.

City of Alameda, Estuary Park Site Improvements, Alameda, California: Project Manager for the environmental services portion of Ninyo & Moore's contract for construction oversight for Estuary Park located within the former Alameda Naval Air Station (NAS) property in Alameda. Ms. Cool assisted in interpreting the Alameda Point Site Management Plan (SMP) and managed Ninyo & Moore's environmental staff who were involved in SWPPP Best Management Plan (BMP) inspections and soil sampling activities on-site during construction activities. Mr. Larson was also the main contact for the City and assisted the City with managing the contractors.

Wilson Associates, Phase I and Phase II ESA, Oakland, California: Project Manager for a redevelopment project. Completed updated Phase I ESA; oversaw underground storage tank (UST) closure and collected soil, grab groundwater and soil stockpile samples; conducted Phase II ESA and collected including soil and soil vapor samples; prepared SGMP. Regulatory liaison with ACDEH including submittal of case closure request, which is currently under review.

Association of Bay Area Governments/City of Oakland/Private Developer, Phase I and Phase II Environmental Site Assessments (ESA) and Remedial Planning, International Boulevard, Oakland, California: Project Manager for a Phase II ESA at a multi-parcel Brownfields Site with public/private ownership where a private developer intends to redevelop vacant lots into low-income housing. Designed a grid-based soil Sampling and Analysis Plan to determine if the soil was contaminated

Aubrey K. Cool

Principal Geologist

by above and/or underground oil/petroleum storage tanks, metals, or construction materials. Completed geophysical survey to identify in any USTs were still present. Collected soil samples to evaluate the presence of metals, TPHs, semi-volatile organic compounds, volatile organic compounds and asbestos. Evaluated results against San Francisco Bay RWQCB Tier 1 ESLs and background metals concentrations in California soils and prepared report for client. Classified soil and coordinated disposal as hazardous waste to appropriate landfill facility. Subsequently completed Phase I ESA and supplemental Phase II ESA for privately owned portion of site. Conducted negotiations with ACDEH discussing redevelopment plans and investigation and remedial requirements. Prepared a Corrective Action Plan to satisfy the City's National Environmental Policy Act (NEPA) process requirements and a Fact Sheet to facilitate ACDEH's public participation process.

Association of Bay Area Governments, 9400 Block International Boulevard, Brownfields Phase II ESA, Oakland, California: Project Manager for a Phase II ESA at a vacant lot that the City of Oakland intends to develop. Reviewed historical documents to design investigation and prepared Sampling and Analysis Plan per EPA Brownfields template. Collected soil samples to evaluate the presence of petroleum hydrocarbons, volatile organic compounds (VOCs), semi-VOCs and metals. Compared analytical results to RWQCB ESLs, coordinated disposal of soil cuttings and prepared report for client.

Port of Oakland, North Field Runway Safety Area Improvement Project, Groundwater and Landfill Gas (LFG) Investigation, Oakland, California: Project Manager for an on-call environmental services contract with the Port of Oakland for site located at Oakland International Airport. Installed groundwater monitoring and LFG wells to evaluate presence and migration of LFG and water quality conditions in the vicinity of a previously unknown landfill site where the primary COC is TPH as motor oil. Collected soil, groundwater, and soil gas samples and evaluated results against San Francisco Bay RWQCB ESL. Conducted monthly LFG monitoring and quarterly and groundwater LFG sampling and prepared reports for client. Estimated contribution of polar natural organic compounds (NOCs) to reported TPH concentrations and calculated hydrocarbon oxidation products (HOPs) per San Francisco Bay RWQCB's ESL User's Guide. Prepared Conceptual Site Model and Closure Request for the San Francisco Bay RWQCB groundwater case and a letter request to discontinue LFG monitoring for the ACDEH Local Enforcement Agency (LEA) LFG case.

UCSF Benioff Children's Hospital, Oakland, California: Project Manager for all phases of environmental services, which have included preparation of a Site Conceptual Model, and overseeing a soil vapor survey, and off-site groundwater investigation relating to a regional volatile organic compound (VOC) plume. Responsibilities include client and Alameda County DEH regulatory correspondence and meetings, project staffing, work plan and report reviews, and budget control.

Bay Road Holdings, LLC, Former Romic Environmental Technologies Site, Groundwater Remediation, East Palo Alto, California: Project Manager for a 12.6-acre former hazardous waste management facility located adjacent to San Francisco Bay. The current phase of remediation consists of installation of a groundwater recirculation treatment system and a pilot study to treat chlorinated solvents in the subsurface. Activities conducted included overseeing installation of 32 vertical groundwater extraction and monitoring wells and 10 horizontal injection wells, completing a microbial assay and characterizing soil and drilling mud for disposal.

Owens-Brockway Glass Container Facility, Soil Vapor Investigation, Oakland, California: Project Manager for soil vapor investigation under Alameda County Department of Environmental Health oversight to assess whether soil remediation is warranted and to identify possible excavation areas. Activities conducted included installing and sampling 45 nested soil vapor probes, data evaluation against residential ESLs and characterizing soil cuttings for disposal.

San Francisco Department of Public Works (SFPW), UCSF Mission Bay Station Platform Improvement Project, Phase II ESA, San Francisco, California: Project Manager for an on-call environmental services contract with SFPW. Oversaw Phase II ESA within Third Street adjacent to Muni Metro tracks and station platforms to characterize soil for disposal and groundwater for batch discharge into the City sewer during improvement project. Collected soil and groundwater samples and evaluated results against human health screening levels, Federal and State disposal criteria, City batch discharge requirements and background metals concentrations in California soils. Prepared cross section and report for client.

William P. Larkin, CAC, LRC I/A & PM

Principal Environmental Scientist



EDUCATION

M.P.A., Golden Gate University, 1994,
San Francisco, California

B.A., Political Science and European
History, 1984, University of California,
Davis

REGISTRATIONS/CERTIFICATIONS

Certified Asbestos Consultant,
No. 99-2688

CDPH Lead-Related Construction:

- Inspector/Assessor, No. LRC-00001285
- Project Monitor, No. LRC-00001284

AHERA Accredited Asbestos:

- Contractor/Supervisor, No. 46422 SR
- Inspector, No. 46407 IR
- Management Planner, No. 46415 PR
- Project Designer, No. 46401 DR

Sampling and Evaluating Airborne
Asbestos Dust Certification, NIOSH 582
OSHA 40-Hour Health & Safety Training
with Annual Updates

REFERENCES

Josef Munoz; City of Richmond; 450 Civic
Center Plaza, Richmond, CA 94804;
Booker T. Anderson Community Center
Hazardous building materials survey;
(510) 307-8091; 2024

Melissa Tigbao, City of Vallejo; 555 Santa
Clara Street, Vallejo, CA 94590; Vallejo
Police Department Project - air sampling,
wipe sampling and oversight during lead
abatement/cleaning; (707) 648-4163; 2024

Julian Skinner; City of Larkspur; 400
Magnolia Avenue, Larkspur, CA 94939;
City Hall and Fire Stations 15 and 16
Hazardous materials observation and
microbial air sampling
(415) 927.5110; 2020–2023

As a Principal Environmental Scientist for Ninyo & Moore, Mr. Larkin has 30 years of environmental experience in all aspects of asbestos and lead-based paint surveys and construction management programs, as well as environmental planning programs including transportation and city planning projects. He has participated in multi-family asbestos and lead-based paint surveys in both occupied and unoccupied buildings, aided in asbestos project design and provided project management and construction monitoring in educational, commercial, industrial, residential, and laboratory facilities. Mr. Larkin has conducted numerous environmental due diligence assessments and compliance reviews of retail, industrial, and commercial properties and has conducted numerous biological/mold assessments for private and public clients. He has also conducted numerous HBMS throughout the San Francisco Bay Area and Northern California.

REPRESENTATIVE EXPERIENCE

City of Richmond, Fire Station 66 Oversight, Richmond, California: Project Manager during perimeter and clearance air sampling and monitoring and contractor observation/oversight activities during the abatement of identified hazardous building materials (asbestos-containing materials [ACMs]) at the Richmond Fire Station 66. The abatement activities within the work areas of the Fire Station were conducted with the planned flooring replacement of these areas in mind. The general work areas were the Day Room, the Captain's Room and the storage room. The asbestos containing 9"x9" floor tile within each room was abated. The felt underlayment and the black mastic were ND (non-detect) for asbestos. A report was prepared which presented a summation of abatement activities (including air monitoring results) and a compilation of project documents.

City of Richmond On-Call Environmental Consulting Services, Richmond, California: Contract Manager providing services for approximately 20 projects for the City of Richmond since 2013. These projects have included services for environmental assessment and remediation work; and hazardous building materials surveys (HBMS), preparation of related abatement specifications, oversight and monitoring (including clearance sampling and closeout reporting); and mold assessments. Buildings/facilities included a variety of facilities such as a senior center, firehouses, the Civic Auditorium, Shields-Reid Community Center, Anderson Community Center, Point Molate facilities, Wendell Park, and others. HBMS typically included sampling for suspect asbestos-containing material (ACM) and lead-containing material (LCM); however, several projects also included assessment of suspect universal wastes that include materials such as mercury, PCBs, and chlorofluorocarbons.

Hagel Building Roof, Limited Hazardous Building Materials Survey, Richmond, California: Project Manager during a limited hazardous building materials survey of the roof of the Frank Hagel building. The survey included the sampling the multiple layers of roof materials in various locations where roof renovation was planned to assess for the potential presence of asbestos. In addition, samples of various paint coatings were collected for vents and equipment on the roof and subsequently analyzed for the potential presence of lead. Conducted an additional survey in early 2017 in another area of the roof, which was also planned for renovation. A report was prepared that provided summary of the findings as well as recommendations for handling the materials identified as containing hazardous materials.

City of Richmond, Terminal 4, Richmond, California: Project Manager during provision of as-needed hazardous building materials sampling analysis and reporting

William P. Larkin

Principal Environmental Scientist

and project oversight for the Terminal 4 Wharf/Pier Facility. The City of Richmond was ceded the Terminal 4 facility over the last few years. As part of our on-call contract with the Client, we were charged with assessing the former Terminal 4 facility for potential hazardous building materials. This process aided the Client in ascertaining what to do with the facility (demolition or renovation, etc.). The Terminal 4 facility is composed of a large wharf/pier, a large dilapidated warehouse and an old, dilapidated residence (right on the water). We were not allowed onto the pier or into the warehouse or residence due to safety concerns that it might slide into San Francisco Bay during our sampling activities. As part of our sampling efforts, we arranged the rental of a 90-foot boom lift to sample inside the warehouse and residential structures. We also arranged to hire an approximately 40-foot fishing boat to observe and sample the bayside areas of the wharf/pier. The soil around a former underground storage tank was also sampled and analyzed as part of this assessment.

Berkeley Unified School District (BUSD), Multiple School Facilities, Hazardous Materials Management, Berkeley, California: Project Manager and the senior Certified Asbestos Consultant (CAC) for the BUSD in completing HBMS at nine BUSD facilities. The site structures were scheduled for hazardous materials abatement and renovation. Mr. Larkin managed the overall program, coordinated the HBMS, issued the HBMS reports to the BUSD, and was the primary author of the abatement specifications for each site. Ninyo & Moore also monitored/oversaw abatement contractors during the abatement of all identified hazardous materials (asbestos-containing materials [ACM], lead-based/lead-containing paint (LBP/LCP), and polychlorinated biphenyl (PCB)-containing ballasts/mercury switches and fluorescent light bulbs, etc.). Ninyo & Moore's actions aided the BUSD in the updating/administration of their facility-specific management and operations and maintenance plans. Additionally, Ninyo & Moore performed oversight/monitoring activities during the removal of previously undiscovered Transite pipe discovered during the construction of a new Berkeley High School baseball field.

City of Oakland, On-Call Environmental Consulting Services Contract, Oakland, California: Ninyo & Moore was selected to provide environmental consulting services to the City of Oakland through several contracts from 2003 through 2013 (and we have just won another three-year on-call contract with the City of Oakland). As part of these as-needed, on-call contracts, Mr. Larkin performed hazardous materials sampling and reporting, abatement specification/work plan development (with associated drawings) and abatement monitoring/oversight (with close-out reporting). Individual projects included hazardous material sampling of selected areas of 11 City of Oakland firehouses, hazardous materials sampling at the City of Oakland corporation yard/facility at 7101 Edgewater Drive, HBM sampling, reporting and abatement oversight related to the demolition of approximately eight residential and commercial structures (occupied and unoccupied) on a city block at the intersection of 94th Street and International Boulevard, and various other as-needed hazardous material sampling and identification efforts.

City of Vallejo, On-Call Environmental Hazardous Material Services, Vallejo, California: Project Manager for this on-call engineering hazardous materials services contract. To date, services have included the performance of HBMS, preparation of HBM abatement specifications, and HBM abatement oversight and monitoring (including clearance sampling and closeout reporting) for a variety of City-owned structures such as a former church/homeless center and various municipal buildings.

Port of Oakland, On-Call/As-Needed Hazardous Materials Consulting Services Contract, Alameda, California: Ninyo & Moore was retained to provide on-call/as-needed hazardous materials/environmental consulting services to the Port of Oakland. Mr. Larkin serves as Ninyo & Moore's project manager for the current project activities which are related to on-going renovation/seismic upgrades occurring at Terminal 1 of the Oakland International Airport. Services include as-needed bulk suspect asbestos and lead-containing materials sampling and reporting, on-site client meetings/interaction, abatement oversight and perimeter/clearance air sampling and reporting.

Housing Authority of the City of Alameda, North Housing HBMS, Alameda, California: Principal Environmental Scientist/Project Manager for HBMS at 17 buildings located on Mayport Circle, Kollman Circle and Mosley Avenue in the North Housing Area of Alameda, California scheduled for heavy renovation and/or demolition. The HBMS included collection and analysis of hundreds of suspect asbestos-containing and suspect lead-containing materials, and quantifications of manufactured miscellaneous HBM (i.e. fluorescent light tubes, associated lighting ballasts, etc.). Bulk samples of suspect PCB material (caulking, sealants, etc.) were also collected and analyzed for PCB content. A large, final HBMS survey report was developed, as were abatement specifications for the identified hazardous materials.

Peter C. Connolly, PE, GE

Principal Engineer



EDUCATION

M.E., Civil Engineering, 1997, University of California, Berkeley

B.S., Civil Engineering, 1995, Rensselaer Polytechnic Institute, Troy, New York

REGISTRATIONS

PE 61547 (California)

GE 2707 (California)

Nuclear Gauge Operator Certification,
Radiation Safety Officer Certification

OSHA 40-Hour Health & Safety Training

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers

REFERENCES

Ed Nakayama; City of Fremont, 39550 Liberty Street, Alameda, CA 94537; Mission Boulevard Project - geotechnical evaluation for pavement settlement; (510) 494-4700; 2022

Chuck Andrews; City of Menlo Park, 701 Laurel Street, Menlo Park, CA 94025; On-Call geotechnical plan review services for various projects; (650) 330-6600; 2022–Ongoing

Jack Dybas, City of Alameda, 920 Willow Street, Alameda, CA 94501; , Geotechnical services for a new aquatic center; (510) 747-7900; 2023–2024

As Principal Engineer for Ninyo & Moore, Mr. Connolly manages and conducts geotechnical evaluations for commercial and public facilities, including highways, railroads, pipelines, and bridges. He routinely performs slope stability analyses, flexible and rigid pavement and underground pipeline design, prepares and reviews geotechnical reports, develops geotechnical design parameters, and provides recommendations for shallow and deep foundations, retaining structures, in-situ ground remediation, and earthwork. In a Project Management role, he performs project administration and management, provides supervision of and technical support to staff-level engineers and geologists, and reviews laboratory results, project plans, and specifications.

REPRESENTATIVE EXPERIENCE

City of Richmond, Boorman Park Renovation, Richmond, California: Project Manager/Principal Engineer during the geotechnical evaluation for the project which consisted of regrading the park to remove or flatten the existing beams, trail reconfiguration, relocation of the basketball court and play areas, and construction of a new artificial-turf athletic field, new restrooms, skate spot, parking lots, and a community gathering area with a shade pavilion.

Richmond and Oakland Intermodal and Auto Facilities, Oakland and Richmond, California: Principal Engineer during a limited geotechnical evaluation for the BNSF Oakland Intermodal Facility at 333 Maritime Street in Oakland, California and the BNSF Richmond Auto Facility at 980 Hensley Street in Richmond, California. Services included background review; a site reconnaissance to observe the general site conditions and visually evaluate the pavement condition; subsurface exploration consisting of coring the asphalt pavement in eight locations and hand-excavating below the asphalt at the core locations to evaluate subsurface conditions on the site and to collect samples for laboratory testing; geotechnical laboratory testing; data compilation and engineering analysis; and preparation of a report presenting the findings and conclusions from our evaluation, and our recommendations for repair or replacement of the asphalt pavement.

Rolling Hills Memorial Park, Slope Stabilization, Richmond, California: Principal Engineer during geotechnical engineering services for landslide repair at the Rolling Hills Memorial Park in Richmond, California. The project consists of two landslides at the memorial park, both of which occurred within loose fill that was placed into a drainage area. The first phase included a phased approach to address slope stabilization at Rolling Hills Memorial Park including a site visit, a peer review of the previous geotechnical evaluation, and presentation of our findings and recommendations in a letter report. The second phase involved additional drilling primarily to determine the depth to bedrock and water table elevations in the area of proposed buttress keyway construction. These services included drilling of 3 borings with depths ranging from 26 to 28 feet in the footprint of planned buttress keyway; collection of soil samples from the fill materials, residual soils, colluvium, alluvium, and weathered bedrock in the buttress keyway construction areas; laboratory testing, additional slope stability analyses for both drained and undrained conditions within a critical cross-sections through the southwest slide area; preparation of a written report of investigation results, slope evaluations and design recommendations; review of plans and specifications after 95% design to confirm that they are in general conformance with our geotechnical recommendations; and collection of bulk samples of backfill material to be used in

Peter C. Connolly

Principal Engineer

slope reconstruction and perform compaction testing (ASTM D1557) on bulk samples to determine maximum dry density and optimum moisture content.

Helms Community Center, San Pablo, California: Principal Engineer during geotechnical observation, materials testing, and special inspection services for the construction for Helms Community Center. The 10,500 square-foot one story Community Center was comprised of a concrete slab-on-grade with continuous exterior footings, tie beams, and concrete columns. The structure is wood framed with posts, shear walls, floor/roof sheathing, roof truss/joists and wood trellises. Associated site improvements included a concrete sidewalk and asphalt concrete parking lot. Services included laboratory testing, observation of preparation, and field density testing of subgrade soils, aggregate base, and asphalt concrete. An as-graded report was prepared to document the observations made during earthwork operations and the results of compaction testing. Our materials testing and special inspection services included sampling and testing of concrete, non-shrink grout placement inspection, laboratory compression testing of concrete and grout samples, testing of high-strength bolts and expansion anchors, and preparation of a final affidavit.

Superior Self Storage Facility, Peer Review, Vallejo, California: Principal Engineer for a geotechnical peer review of an existing report for the proposed Superior Self Storage Facility construction project located at North of Callaghan Lane & Henry Street, in Vallejo, California. Our peer review was conducted to provide an opinion regarding whether the consultant had adequately addressed the geotechnical issues at the subject property. The scope of the project includes construction of two self-storage structures with surrounding driveways and parking areas, and retaining walls around the majority of the site.

City and County of San Francisco, As-Needed Geotechnical Services, San Francisco, California: Performed geotechnical investigations and evaluations of existing structure foundations, excavation support structures, and foundation systems for pedestrian overcrossings, bridges and viaducts, buildings, retaining walls and bulkheads, and underground structures during a contract to provide geotechnical consulting services to the City and County of San Francisco Department of Public Works on an as-needed basis for three years.

City of Oakland, On-Call Geotechnical Services, Oakland, California: Performed geotechnical investigations and evaluations of existing structure foundations, excavation support structures, and foundation systems for pedestrian overcrossings, bridges, buildings, retaining walls, and bulkheads during a contract to provide geotechnical consulting services to the City of Oakland on an as-needed basis for a period of two years.

City of Oakland, On-Call Geotechnical Consulting & Materials Testing Services, Oakland, California: Principal-In-Charge during several multi-year contracts (2013-2020) to provide on-call geotechnical services to the City of Oakland. Projects included as part of the contract were pavement failure analysis and pavement design, geotechnical studies for buildings and retaining walls, landslide evaluations, evaluation of groundwater issues, and geotechnical analysis for pipeline trenches. Our services have included review of aerial photographs and geologic maps, geologic and geotechnical site reconnaissance, subsurface investigations, engineering analysis, geotechnical laboratory testing, landslide monitoring, preparation of geotechnical reports, and construction observation and testing services.

City of Oakland, Chelton Drive Slope Evaluation, Oakland, California: Project Manager providing geotechnical consulting services to evaluate the stability of the slope between Chelton Drive and Girvin Drive in the Oakland Hills. Conducted a geotechnical reconnaissance of the site and supervised the geotechnical exploration consisting of borings, wireline rock coring, televiwer logging, laboratory testing, and installation of inclinometers and piezometers. Provided recommendations for measures to mitigate erosion on the slope caused by a water main rupture. Reviewed data collected from the instrumentation and the findings from the subsurface exploration to evaluate stability of the slope.

City of Fremont, On-Call Geotechnical Services Contract, Fremont, California: Ninyo & Moore is currently retained by the City of Fremont for this 3-year on-call Geotechnical Services contract beginning in 2018 with 2 one-year extensions through June, 2023. Mr. Connolly is a Principal Engineer/Project Manager on this contract, for which we perform geotechnical earthwork observation, laboratory testing, and relative compaction field testing services during earthwork operations. Field services include drill pier observation, concrete placement inspection, sampling and testing, compaction testing of native and imported material and permeability testing of permeable base rock material. Laboratory testing services include compression testing of concrete cylinders, conformance tests of permeable base material and proctor density tests of soil.



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CITY OF PINOLE **COMMUNITY DEVELOPMENT DEPARTMENT**

STATEMENT OF QUALIFICATIONS FOR ENVIRONMENTAL PLANNING SERVICES

May 3, 2024



SECTION A

May 3, 2024

Attention: Lilly Whalen, Community Development Department
City of Pinole
Community Development Department
2131 Pear Street
Pinole, CA 94965
Email: LWhalen@ci.pinole.ca.us

Reference: Response to RFQ for Environmental Planning Services

Dear Lilly and Members of the Selection Committee,

Stantec Consulting Services Inc. (Stantec) is pleased to submit our qualifications to provide environmental planning services for the City of Pinole (City) Community Development Department. We have carefully reviewed the April 5, 2024 request for qualifications (RFQ) and April 29, 2024 Addendum 1 and Addendum 2 provided by the City, and fully comprehend the City is looking for qualified environmental consultants with well-established experience and the ability to prepare complex California Environmental Quality Act (CEQA) documents and in-house technical assessments that can withstand legal scrutiny.

As detailed herein, Stantec is submitting qualifications for one of the two scopes of work outlined in the RFP. ***Stantec has included a scope of work in response to Environmental Planning Services.***

At Stantec, we consider our clients as partners with a common goal. We listen closely to your needs, understand the purpose of projects, and set out steps to efficiently deliver on-time projects to a successful completion. Our all-inclusive, in-house team can self-execute all aspects of CEQA documents and is well-positioned to support the City from initial concept to project closeout and everything in between, including technical peer reviews, technical assessments, public noticing, mitigation monitoring and reporting, graphics, staff reports, policy development, zoning ordinances, conceptual design, permit application preparation and processing, presentations to approval bodies, and agency permitting.

WE HAVE TAILORED A TEAM TO YOUR NEEDS. To support the City, we proudly present our accomplished team, **recognized and awarded by the Association of Environmental Professionals (AEP) for their exceptional work** over the past four years. Notably, our team has received Outstanding CEQA Documents awards for projects in Oakland and Santa Rosa in 2020, as well as Environmental Analysis Document Merit Awards for projects in Daly City and Santa Rosa in 2022 and 2023, respectively. These esteemed accolades truly highlight Stantec's unwavering dedication to delivering outstanding results while ensuring legal defensibility.

Our proposed team is composed of seasoned CEQA practitioners and technical specialists, led by the accomplished Principal-in-Charge and Program Manager, Trevor Macenski, and the experienced Quality Assurance/Quality Control (QA/QC) Manager and Project Manager, Anna Radonich. Their leadership brings a wealth of knowledge and expertise to the table. Both Trevor and Anna offer unique perspectives on the CEQA process, drawing from their respective community involvements as elected officials serving on the City Council of Benicia and as a Planning Commissioner in the City of Lafayette, respectively. Together, they have seamlessly **collaborated on more than 50 CEQA documents in the last five years**. This extensive experience ensures that our team possesses an intimate understanding of the intricacies and

Reference: Response to RFQ for Environmental Planning Services

challenges involved in such developments, enabling us to navigate the complexities of any project with finesse and expertise.

WE PROVIDE SUCCESSFUL ON-CALL DELIVERY. Stantec's expertise managing on-call contracts helps avoid the learning curve in managing task orders, scheduling, budgets, and, most importantly, preparing all types of environmental planning documents. We are currently providing 30 on-call environmental service contracts in California. We are confident our experience on a diversity of projects can aid the City in evaluating the anticipated applications from developers as well as the City's long-range planning initiatives.

WE ARE RESPONSIVE. Stantec is experienced at managing multiple simultaneous, complicated, schedule-driven projects under on-call contracts, and we find the key to our success is being responsive and accessible. We pride ourselves on being in communication with our clients and communication is rooted in many of our core values in that "We are driven to achieve" and "We are better together." Our staff is connected to our clients via in-person meetings, telephone/cell phone, e-mail, and video conferencing. We use the most current cloud-based technology to facilitate collaboration and document preparation, and to complete field studies. Our system efficiencies reduce errors and costs. This, along with our commitment to keeping our clients informed, allows for no surprises.

Overall, our team's collective knowledge, diverse expertise, and proven track record highlight our commitment to delivering legally defensible CEQA documents with outstanding quality. We eagerly anticipate bringing our wealth of experience, dedication, and expertise to ensure the success of the City.

As requested in the RFQ, we have reviewed the City's Standard Professional Service Contract provided as Attachment A to the City's RFQ and believe that should we be selected for this assignment, we will be able to conclude a mutually satisfactory contract with you. This proposal is valid for ninety (90) days.

We look forward to speaking to you soon. As our primary point of contact, Trevor Macenski, Principal-in-Charge and Program Manager, is available to discuss our qualifications and answer any questions the City may have.

Regards,

Stantec Consulting Services Inc.



Trevor Macenski

Senior Principal, US West – Environmental and Urban Planning Practice Leader
Phone: 916-508-4170
Trevor.Macenski@stantec.com
2999 Oak Road, Suite 800
Walnut Creek CA 94597



Anna Radonich

Principal Planner
Phone: 925-285-6541
Anna.Radonich@stantec.com
2999 Oak Road, Suite 800
Walnut Creek CA 94597

SECTION B

Company Profile

IN THIS SECTION

- A. Firm Background
- B. Local Familiarity

A. FIRM BACKGROUND

Established in 1954, the Stantec community brings together approximately 25,000 employees working in over 400 locations across six continents. Our collaborative approach spans various disciplines and industries, enabling us to bring to life diverse projects in buildings, energy and resource management, environmental conservation, water management, and infrastructure development. We are dedicated to serving the communities and individuals we work with, fostering long-term relationships.

With a global team of over 3,000 environmental professionals, we pride ourselves on being a knowledge-based organization. Our employees are passionate about their work and strive to deliver exceptional results. For more than two decades, our California Planning and Environmental Services team has been assisting municipalities. We have a track record of producing accurate assessments and disclosure documents that thoroughly evaluate impacts. Our primary objective is to support the City in preparing a high-quality environmental document that complies with CEQA. We aim to achieve this in the most time-efficient, technically sound, and cost-effective manner possible.

LOCAL PRESENCE + RESOURCES

Stantec maintains offices in six locations in the San Francisco Bay Area. This concentrated geographic range is specifically designed to help ensure Stantec has staff resources strategically located to provide comprehensive coverage of the respective geographies in the greater Bay Area and Northern California. Each of these offices comes under the leadership of Trevor Macenski, Principal-in-Charge and Program Manager, who will manage staffing resources in accordance with Project schedules, required technical expertise, and budgets. Our company's collaborative approach to sharing resources throughout the region and beyond allows us to deliver the best person for the job or task at hand.

Our Walnut Creek office will provide the local expertise and boots on the ground coordination. In addition, to augment our local expertise, if a specific technical issue or question arises, we are able to respond to the City's needs using direct technical resources within the state and nationwide.



B. LOCAL FAMILIARITY

We understand the City of Pinole is seeking qualified consultants to provide on-call environmental planning services for development projects and long-range planning initiatives. We understand the City has a variety of proposed developments, with the majority of proposed developments being residential developments with some commercial and industrial uses. The City has also made housing a top priority and recently adopted the 2023-2031 Housing Element to accommodate the City's Regional Housing Needs Allocation of 500 new housing units.

These major projects indicate Pinole is likely to attract further growth and transformation in the years to come. Implementation of the 2023-2031 Housing Element will also facilitate opportunities to provide new housing at all income levels in the City. As such, it will be important for the City to retain on-call environmental consultants with a deep understanding of local context and setting, as well as provide a broad range of experience with the ability to tackle all types of new projects proposed in the City.



PROJECT HIGHLIGHT:

Stantec prepared the first Sustainable Communities Environmental Assessment in the Bay Area for the 200-unit infill affordable housing project in Daly City under the streamline provisions of SB 375. This solution allowed the project to proceed without requiring an EIR and resulted in a legally defensible document at a reduced cost with a shorter entitlement process of 9 months instead of 24 months.

Link to Project: [Brunswick Street Apartment Project, SCEA](#)

Stantec's Planning and Environmental Services team has experience working across the Bay Area, from supporting the City of Santa Rosa on the Caritas Village Project and the 3575 Mendocino Avenue Project, to supporting the cities of Vallejo, Vacaville, Redwood City, San Mateo, Foster City, and San Carlos on infill and redevelopment residential, mixed-use, commercial, and industrial projects. Notably, we have provided CEQA services to the City of Redwood City on approximately a dozen projects in the last five years. In addition, we regularly assist City staff with entitlement, zoning, and land use strategies and advise project applicants on approaches related to the necessary technical studies for their entitlement applications.

With our experience in these nearby cities, we understand the local challenges and considerations you may face in Pinole. For example, we understand the City is largely built out but includes opportunities for infill mixed-use developments in a strategically located area near the nearby employment centers. Additionally, we understand the City is characterized by regionally servicing retail services along I-80, a historic downtown area, gently rolling hills and steel hillsides to the north and south, and established residential neighborhoods. Stantec has extensive experience in infill development projects, including expertise in utilizing CEQA exemptions and streamlining. Our approach incorporates CEQA streamlining strategies, such as "Projects Consistent with a Community Plan or Zoning" (California PRC Section 21083.3 and CEQA Guidelines Section 15183), "Infill Exemption" (California Senate Bill (SB) 226 Streamlining), and "Sustainable Communities Environmental Assessment" (SCEA) provisions under SB 375. We are currently working with the City of Napa to prepare an SCEA for a mixed-use development located along the City's waterfront. We also prepared the Bay Area's first SCEA with the City of Daly City for the Brunswick Street Apartment Project (see insert above), which was a Transit Priority Project (TPP) and therefore, qualified for CEQA streamlining under SB 375.

With our experience on a number of infill development projects within the Bay Area, we understand the careful consideration of project location impacts and how that plays into the CEQA process to ensure developments remain resilient and sustainable over time. Stantec is helping many communities realize how implementation of CEQA and coordinated land use planning can support their vision for the future and helping agencies and engineers on that vision. For years, we've helped communities to complete and utilize CEQA as a tool for transparent analysis, and not a barrier to growth. As your partner in planning and environmental compliance, Stantec is very well suited to help the City tackle the diversity of challenges that may arise.

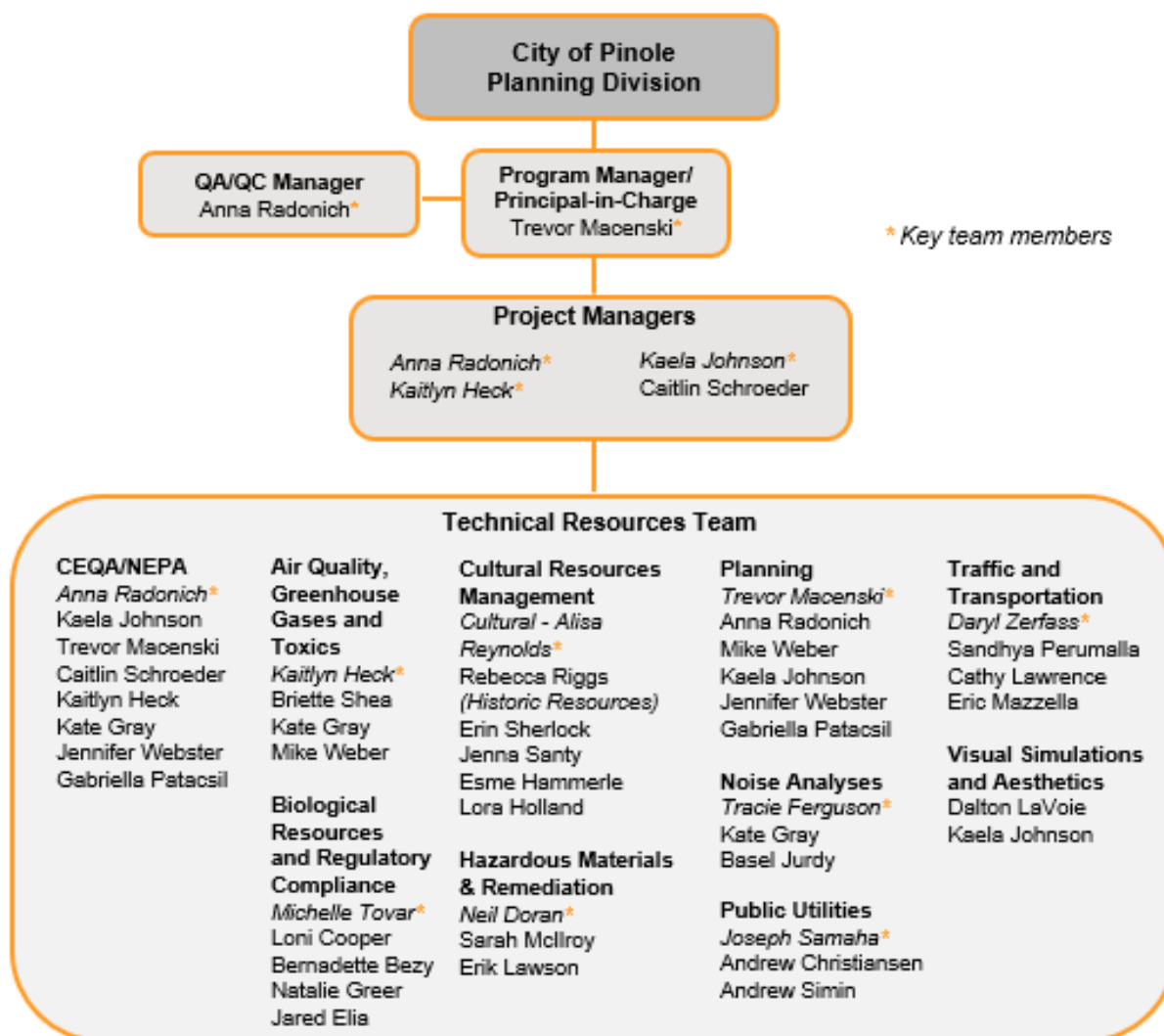
SECTION C

Consultant Firm Organization and Staffing

IN THIS SECTION

- A. Organization Chart
- B. Key Team Members

A. ORGANIZATION CHART



100 % of Stantec's proposed team is **in-house** and has recent experience working on development projects in the Bay Area.

B. KEY TEAM MEMBERS

TEAM STRUCTURE

Our team is organized around our Principal-in-Charge and Program Manager, Trevor Macenski, and a cadre of resource-specific project managers, as well as technical specialists to support the City depending on the issues faced by each project. We have assembled a team of key professionals as required in the RFQ, all with specific expertise to meet your needs and the project schedule.

Our collective team brings extensive experience, working on various on-call contracts throughout the Bay Area.

Supporting our Principal-in-Charge and Program Manager, Trevor Macenski, on City assignments that are particularly complex or controversial, we have included key team members who will act as project managers and resource team leads. Nearly all project managers have at least 10 years of experience with land-use planning and CEQA, and have worked on all types of City-sponsored improvement projects and private development applications. In compliance with the project requirements of the ISO9001 Quality Management System, all of our project managers have completed the Stantec Project Management Framework training which identifies the key tasks that help the project manager and project team to manage risks and quality on a typical project.

ORGANIZATION OF THE PROJECT TEAM

A list of key team members and their roles are provided below. A full list of key team members and technical resource leads, and their resumes with detailed information on their role, qualifications, and experience are provided as **Appendix A**.

Beyond these key team members, we have more than 1,400 professionals in California. Under the direction of Trevor Macenski, there are a total of 300 environmental and planning staff supporting the western region. Stantec offers locally experienced resource leaders and a mix of junior, mid-level, and senior-level staff to maximize cost efficiencies, while providing necessary senior oversight to support successful project completion.

KEY TEAM MEMBER SUMMARY



TREVOR MACENSKI

PRINCIPAL-IN-CHARGE/PROGRAM MANAGER

Trevor is Stantec's Environmental and Urban Planning Practice Leader in the United States for Stantec's Community Development division. He has more than 20 years of experience as an environmental scientist with an advanced understanding of land-use planning. As part of our national impact assessment practice, he brings a creative, problem-solving approach to his role as a liaison between the various participants in the planning, permitting, and project development process, including project sponsors, engineers, attorneys, lead and responsible agencies, and concerned community groups. He is an experienced environmental impact assessment practitioner, a skilled public presenter, and an educator in the environmental field. Trevor has worked on over 150 CEQA documents, including more than 25 Environmental Impact Reports (EIRs), and has two published CEQA court cases to his name without a single document having been overturned. Trevor is a City Council Member for the City of Benicia and was previously on the Planning Commission, and Historic Preservation and Design Review Commission for the City of Benicia. He understands the municipal planning process and is sensitive to community concerns.



ANNA RADONICH

QA/QC MANAGER

PROJECT MANAGER – CEQA/NEPA

Anna manages Stantec project teams, and she contributes analytical work products documenting CEQA compliance for agency decisions related to urban development, redevelopment, and infill projects. As an experienced urban and environmental planner with more than 20 years of professional experience, she synthesizes, reformats, and adapts knowledge generated by Stantec investigations for the specific needs of cities' planning and CEQA compliance efforts in processing planning applications for mixed-use developments, infill projects, and commercial projects within the community. Anna has experience in environmental compliance strategies for land use

and local development projects in both the public and private sectors. She has experience coordinating regulatory review and compliance, including facilitating public engagement, participating in regulator proceedings, and tracking compliance requirements. Anna is also a Planning Commissioner for the City of Lafayette.



KAITLYN HECK

AIR QUALITY, GREENHOUSE GAS, AND TOXICS PROJECT MANAGER

Kaitlyn has eight years of experience as an Air Quality and Greenhouse Gas Technical Specialist. She has worked on CEQA/NEPA project technical reports for a variety of development and infrastructure projects including residential and commercial developments, utility projects, transportation projects, and long-term planning projects. Kaitlyn has been the lead technical expert for projects in air districts across the state including the South Coast Air Quality Management District, Bay Area Air Quality Management District, San Joaquin Valley Air Pollution Control District, Ventura County Air Pollution Control District, and Monterey Bay Air Resources Board. She is experienced with the California Emissions Estimator Model (CalEEMod), AERMOD dispersion modeling, EMFAC, and OFFROAD programs.



MICHELLE TOVAR

BIOLOGICAL RESOURCES AND REGULATORY COMPLIANCE

Michelle is a principal biologist with 20 years of experience in permitting, regional conservation planning, environmental compliance, sensitive species and their habitats, and mitigation. She has extensive experience in working with clients and regulatory agencies on environmental compliance documents and related permits. She is a project manager and permit specialist that assists clients with the state and federal Environmental Species Acts, NEPA, and Clean Water Act; she is also highly experienced in negotiating avoidance, mitigation/compensation, and enhancement agreements with other agencies including U.S. Army Corps of Engineers, Federal Highway Administration, California Department of Transportation, Regional Water Quality Control Board, and private developers. As a former U.S. Fish and Wildlife Service employee, she has developed many working relationships with biologists, technical leaders, and regional chiefs throughout the western regions.



ALISA REYNOLDS, RPA

CULTURAL RESOURCES MANAGEMENT

Alisa manages cultural resources compliance processes for local agencies, development, and transportation projects. She specializes in NEPA, National Register of Historic Places and Section 106 compliance, mitigation implementation procedures, Section 4(f), and project management. Alisa meets the Secretary of the Interior's standards and guidelines for a professional archaeologist, and her focus is on strategizing best approaches to work with a diverse range of clients, stakeholders, and tribes to move the cultural resources process forward. Alisa has more than 20 years' experience as an archaeological principal investigator for complex archaeological projects, including managing field crews, coordinating with construction managers, and building consensus with Native American tribes and individuals.



NEIL DORAN

HAZARDOUS MATERIALS & REMEDIATION

Neil has 24 years of experience as an environmental professional. His expertise includes environmental site assessment, site investigation design and implementation, geologic and hydrogeologic characterization, remediation planning and implementation, vapor intrusion evaluation, human health risk assessment and management, environmental compliance monitoring for remediation projects, and development and implementation of in-situ bioremediation programs. He has extensive experience with regulatory agencies at the local, state, and federal level facilitating voluntary investigation and remediation programs at urban infill and brownfield projects in the San Francisco Bay Area.



TRACIE FERGUSON

NOISE ANALYSES

Tracie has over 20 years of experience as an acoustical consultant on a wide range of project types, including environmental noise studies, government buildings, educational facilities, commercial spaces, mixed-use developments, and tenant improvements. She brings expertise in environmental noise control, CEQA documentation, mechanical noise and vibration control, and architectural acoustics. Tracie is skilled at providing design recommendations and mitigation measures to meet the requirements of applicable codes and ordinances. Her deep technical knowledge, experience with complex facilities, ability to integrate with multiple team members and agility in implementing innovative design solutions set her apart.



KAELA JOHNSON

PROJECT MANAGER – CEQA/NEPA

Kaela is an environmental planner with nearly 10 years of experience in planning, permitting, and compliance. She has managed and provided technical support for preparing and writing CEQA/NEPA compliance documents for various local, state, and federal projects. Kaela also has experience in conducting environmental constraints analyses, visual impact analyses and assessments, due diligence investigations, and ambient noise monitoring surveys for local community development projects. She is experienced in using Geographic Information Systems and has prepared supporting maps and graphics for multiple CEQA and NEPA documents. Kaela has a Bachelor of Science in Environmental Science from the University of Oregon and has completed the Land Use and Environmental Planning Certificate Program at the University of California, Davis.



JOSEPH SAMAHA, PE

PUBLIC UTILITIES

Joseph has 18 years of professional civil engineering experience, from which he has gained a diverse background in land development site design projects, public works roadway and ADA ramp design, and residential master planned communities. His success as a project manager and designer is built on an approach of land development that embraces multi-discipline collaborative design, integrates the aesthetic with the functional, and balances the needs of both the client and community. Joe's technical expertise includes preparation of entitlement documents (tentative maps and residential master plans); conceptual site plan studies; mass grading, rough grading, precise grading; wall, bike trail, and street improvement and utility plans; agency coordination and permit processing; technical specifications and bid documents; construction cost estimates; and civil engineering support services during construction.



DARYL ZERFASS, TE, PTP

TRAFFIC & TRANSPORTATION

Daryl has more than 28 years of experience in multiple aspects of traffic engineering and transportation planning. He has a proven record of managing large-scale traffic studies efficiently and effectively. His projects include freeway facility and interchange studies for PSRs and PRs, traffic impact studies for large-scale development projects, transportation studies for Specific Plans and General Plan updates, large-area transportation studies, corridor studies, transportation nexus fee studies, traffic model development, and land-use related circulation studies. Daryl views every project as an opportunity to develop innovative transportation solutions and is committed to expanding accessibility for all members of the community.

20+

YEARS

is the average
experience of our
core team

Section D

Description and Approach

IN THIS SECTION

- A. Approach to On-Call Contracts
- B. Approach to CEQA Services
- C. In-House Specialty Environmental Services

A. APPROACH TO ON-CALL CONTRACTS

We will provide a full range of environmental services to the City of Pinole as needed. As Principal-in-Charge and Program Manager, Trevor Macenski's primary responsibility will involve providing our project managers with adequate resources to respond to your needs and efficiently deliver high-quality projects in a timely manner. Trevor has the authority to reassign staff and pull additional resources as needed.

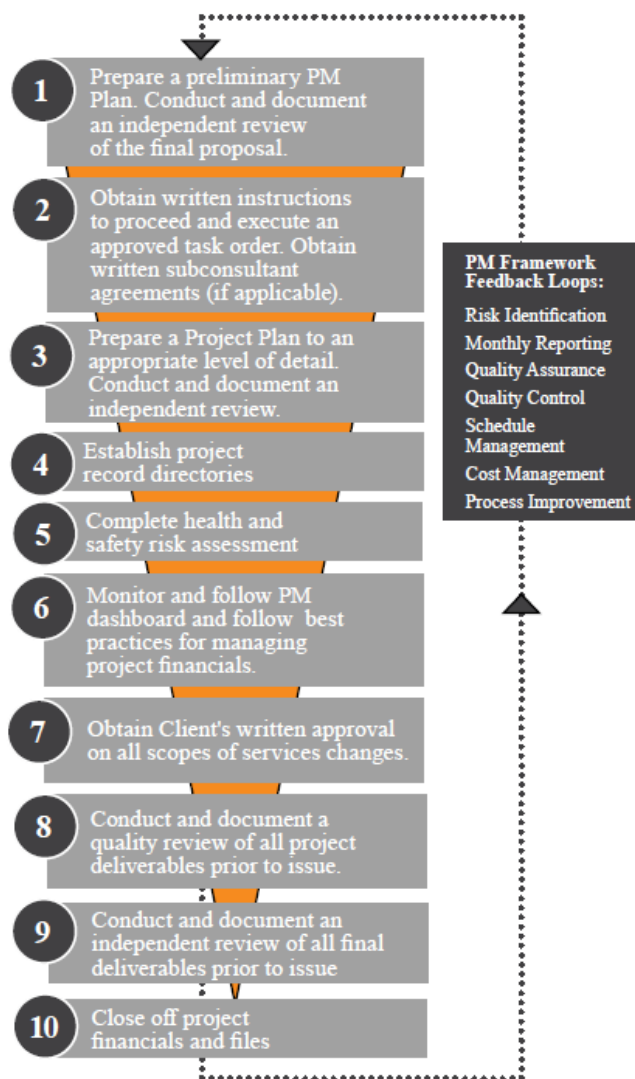
We currently hold nearly 30 on-call environmental service contracts and have successfully completed hundreds of CEQA/NEPA documents for lead agencies in California. From complex exemption packages to addenda; EIRs to SCEAs; and all the initial study mitigated negative declarations (ISMNDs) and exemptions in between, our CEQA experience is as wide-ranging as the strategies allowed for under CEQA. We encourage you to contact our references provided in Section H.C (page 26) to learn more about the success we have had with on-call contracts in the Bay Area and our commitment to quality. The key to successful completion of any on-call contract is frequent and meaningful communication between City staff and Stantec as it relates to technical, project, and financial objectives. It is our standard protocol to document meetings and important telephone conversations. As assignments are identified, the assigned project manager's first steps will be to:

- Request the technical objectives and goals from the City.
- Review all available drawings and other applicable technical information provided by the City.
- Request any critical paths and/or constraints of the City for the particular assignment.

Upon receipt of the assignment, our project manager will:

- Identify the staff that will be the best fit for the assignment.
- Initiate an internal project kick-off meeting to establish roles and responsibilities.
- Query key team members as to potential or applicable technical or procedural innovations that may facilitate project completion (e.g., regulatory precedence, permit streamlining, cost saving scenarios)
- Schedule a meeting (as needed) with the City to finalize the assignment approach, deliverables, and schedule.

As needed throughout the assignment, meetings with the City will allow both parties to evaluate both approach and progress, and if necessary, redirect resources to achieve agreed upon modifications to the assignment and/or schedule. Stantec's overall detailed approach to project management and the QA/QC process are outlined above in the 10-Point Project Management Framework.



B. APPROACH TO CEQA SERVICES

Stantec will work with City staff in balancing the collection of detailed environmental data necessary to comply with CEQA while confirming the applicability and need for any additional state and federal regulatory compliance that might require more focused site analyses (e.g., historic resource evaluations). Our approach facilitates the development of a comprehensive impact analysis while simultaneously identifying the need for any future compliance and/or permit-level analysis and specific mitigation requirements, which streamlines the broader environmental compliance process. The approach outlined below focuses on CEQA and would be tailored to a specific project.

Develop Project Description and Context. Stantec will assist the City in defining the precise location and boundaries of all the components, facilities, and associated infrastructure required to construct and operate a proposed project. We will work with the City and its staff to define and document the project details as soon as possible and to identify when it might be appropriate to make certain assumptions to allow the project to remain on schedule.

Conduct Preliminary Environmental Compliance Review. After specific project element descriptions are clearly defined, Stantec conducts a preliminary environmental compliance review to determine whether the project is subject to CEQA. In this review, we will conduct a preliminary screening to determine the appropriate CEQA approach for the project.

Conduct Initial Study. In certain instances where we know early on that a proposed activity will have the potential to significantly impact the environment and that preparation of an EIR will be required, we may recommend the City to approve the preparation of an Initial Study to focus the topics of the EIR to only those with potentially significant impacts. In other circumstances, Stantec may recommend immediately proceeding with preparation of the EIR when it is evident that the project may be controversial or have the potential for significant impacts.

Prepare EIR Documents. When there is substantial evidence via Stantec's expertise and in consultation with the City that a proposed project may have significant impacts on the environment, Stantec will provide the technical capabilities and expertise necessary to assist in preparing an EIR, including but not limited to: defining the project description; identifying project stakeholders; preparing the notice of preparation and providing a 30-day public review; conducting public scoping/stakeholder meetings; preparing technical reports and a Draft EIR for internal team review; circulating the public draft EIR for a 45-day review period; drafting responses to comments received on the draft EIR; preparing a final EIR, including responses to comments and a mitigation monitoring and reporting program; and circulating the document for (typically) a 10-day review period; preparing findings and, if necessary, overriding considerations to support a lead agency's final decision on the project.

Because the scope and requirements of CEQA documentation can vary by project type and location, we establish scopes of work and EIR methodology on a project-specific basis. Regardless of the location of a project and, whenever possible, we encourage the concept of focusing EIRs so only necessary technical areas are addressed, thus reducing both time and scope. Alternatively, we have experience preparing CEQA documentation in accordance with streamline provisions of SB 375 and SB 226. We have also provided guidance and policy recommendations to our urban municipalities like the City of San Jose on current topics like VMT threshold development.

PEER REVIEW OF APPLICANT-PROVIDED TECHNICAL STUDIES

Stantec has experience working seamlessly with cities to provide peer review of technical studies to verify approach, methodology, and defensibility of environmental analysis provided in the studies. From BAAQMD to CDFW, USFWS, BCDC and everything between, Stantec's in-house resource specialists (led by the Key Team Members identified in Section C.B), have first-hand experience and knowledge of state and federal regulations and permitting processes, a defensibility and efficiency benefit to Pinole.

COMMUNITY ENGAGEMENT AND PRESENTATIONS

Stantec has the in-house experience facilitating the community engagement processes, and attendance at and presentation of project documents at community scoping sessions, project workshops, and public hearings (scoping meetings, Planning Commission, City Council, etc.). As a council member and planning commission chair, respectively, Stantec's management team, Trevor Macenski and Anna Radonich, have a demonstrated ability to effectively communicate and present technical information to the public and approval bodies. From teaching sessions

on CEQA approaches and planning commissioner basics, to facilitating public participation in the environmental review process, Stantec's bench of experts (Key Team Members identified in Section C.B) has a strong and effective relationships with state and federal agencies that participate in the environmental review and permitting processes. We are knowledgeable of the Pinole community and local stakeholder economic and environmental values and concerns.

COMPREHENSIVE QUALITY ASSURANCE/ QUALITY CHECK

Stantec has an established internal quality management approach that helps us continuously improve our client delivery services. Stantec's Project Management Framework contains a mandatory list of ten tasks, to be complied with on all projects or contracts as required by our ISO9001- certified quality management practices. Stantec's team is accountable for the accuracy, completeness, consistency, and schedule of their work and our QA/QC manager will work to confirm that the steps described in our QA/QC plan are applied to all work products prior to submittal.

Stantec's Project Management Framework aims to achieve a high standard of quality performance in all of our products, services, and work activities. Quality is of the utmost importance to Stantec and is embedded within our culture. Stantec's use of industry leading quality procedures maintain the integrity and consistency in the work we perform on every project we are a part of.

PROACTIVE STRATEGIES

Each project will be managed mindful of deadlines and milestones. A baseline schedule will be developed at project initiation and maintained throughout the life of the project. Key assumptions and parameters governing the schedule's logic and key milestones and durations will be prepared in conjunction with City staff. As progress is made, regular project status reports will be submitted, usually to coincide with project status meetings. The reports will typically include the following:

- A brief report on the past period's activities and planned actions for the upcoming period.
- An updated project schedule illustrating the progress to date based on the expenditures approved.
- Technical and non-technical issues to be resolved.
- Status of deliverables.

C. IN-HOUSE SPECIALTY ENVIRONMENTAL SERVICES

Stantec has all the in-house, development-focused disciplines that the City could potentially need and can serve as a sounding board for problem solving. Below is a highlight of the in-house specialty environmental services Stantec offers.

AIR QUALITY SERVICES, GREENHOUSE GAS, AND HEALTH RISK ASSESSMENT ANALYSIS

Our air quality and greenhouse gas regulatory compliance services help projects adhere to rapidly changing rules and regulations the air district, local agencies, California Air Resources Board (CARB), and state and federal government. Our services include: air quality and greenhouse gas technical studies in support of CEQA/NEPA documents; legally defensible SB 32 and GHG compliance sections; Climate Action Plan consistency analysis; emissions quantification through CalEEMod, EMFAC, OFFROAD, and other modeling tools; health risk assessments using USEPA's AERMOD and CARB's Hot Spot Analysis and Reporting Program with guidance from the Office of Environmental Health Hazard Assessment and local air districts; ambient air analysis with dispersion modeling; general conformity analysis for federally funded projects; and construction and operational mitigation plans.

BIOLOGICAL RESOURCES AND NATURAL RESOURCES MANAGEMENT

Our comprehensive in-house biological staff can prepare the simplest habitat assessments and endangered species surveys and the most complex endangered species permits. Our natural resources management services include biological assessments; construction mitigation; endangered species surveys; habitat characterizations, mapping, and impact analyses; habitat conservation plans; mitigation and restoration plans; mitigation monitoring; multi-species

habitat conservation plans; resource management plans; sensitive species investigations; and special-status species surveys.

CULTURAL RESOURCES MANAGEMENT AND HISTORIC RESOURCES

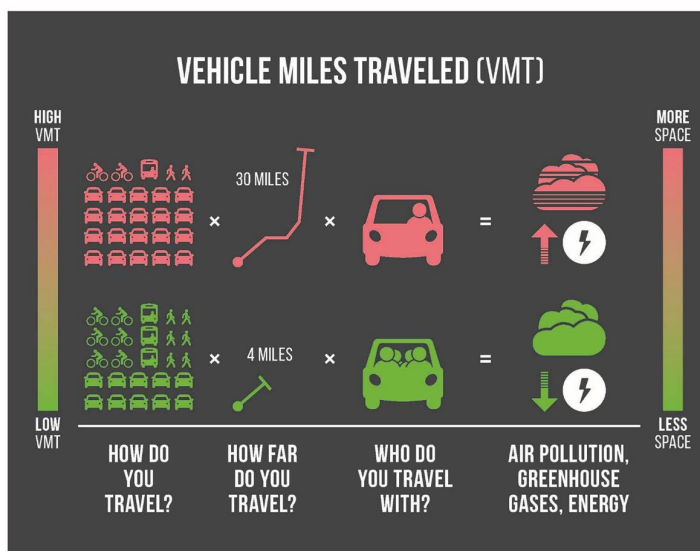
Our site assessments assist clients in preserving the prehistoric and historic cultural heritages of regions undergoing development. Our services include archeological surveys; testing and salvage; architectural historic resources; stream restoration; cultural resources evaluations (Section 106); curation and documentation; field surveys; literature and record searches; paleontological surveys and salvage; salvage of fossils, artifacts, and ecofacts; and site assessment prior to construction. Additionally, our services include Historic American Buildings Survey (HABS), Historic American Landscape Survey (HALS); historic structures reports; Native American Consultation and outreach to various descendant group (including implementation of Assembly Bill (AB) 52 and SB 18; Programmatic Agreements (PA) and Memoranda of Agreement (MOA).

NOISE ANALYSIS

Stantec's noise and vibration specialists offer services to meet your project needs. Our services include peer review and comment; expert testimony; SoundPLAN Modeling Software; construction noise and vibration analyses, mitigation, and monitoring; ambient noise and vibration measurements; desktop airborne noise analyses, and mitigation of fixed noise sources; exterior building façade analyses; and desktop interior sound isolation. From pre-construction to operation, we have the ability to support all aspects of a project.

TRANSPORTATION STUDIES/VMT ANALYSIS

Our team has a broad depth of professional resources with in-house staff comprised of traffic engineers and transportation planners with a long history of working together. We have been providing transportation planning and engineering services since 1984 for many agencies throughout California. Our proposed team has extensive experience in transportation planning, traffic engineering, and design; meeting local agency, state, and federal guidelines. These include typical tasks such as preparing traffic impact studies, travel demand modeling, and reconstruction and widening of roadways, as well as more unique tasks such as planning and design of roundabouts, pedestrian and bicycle route planning and design, neighborhood traffic management programs, and programs for preserving the recreational assets and the natural environment.



Our transportation planners have prepared VMT analysis to address the new CEQA Guidelines for many communities in California, including early adopters such as the City of San Jose where we have applied the City's guidelines as part of multiple studies. Other examples of our work include VMT analysis for the City of Fontana General Plan EIR, City of Lake Forest General Plan EIR, the University of California, Irvine (multiple projects), the Newhall Ranch Specific Plan, and the Henry Mayo Newhall Hospital Expansion Specific Plan Amendment. We also participated in beta testing of the VMT analysis tool developed by the City of Los Angeles. Our experience makes us well qualified to assist the City of Sunnyvale with SB 743 requirements as well as provide analysis of VMT impacts for use in CEQA documents.

Photo credit: City/County of San Francisco

LOCAL, STATE, AND FEDERAL PERMITTING

Having worked for local, state, and federal agencies within the regulatory arena, our key personnel bring an intimate knowledge of what it takes to provide efficient and streamlined permitting applications. We focus on providing

defensible and scientifically sound studies to support and obtain permits, and complete a project in a timely, cost-effective manner.

MITIGATION AND CONDITIONS MONITORING AND REPORTING

Our monitoring staff of biologists, archaeologists, stormwater pollution prevention plan inspectors, air quality specialists, noise and vibration specialists, geologists, hazardous materials specialists, hydrologists, visual resource specialists, agricultural specialists, safety and security specialists, and other specialists help our clients remain in compliance with local, state, and federal laws and permits. From preconstruction surveys to multiyear restoration and management we have the ability to support all aspects of mitigation and monitoring.

RESTORATION PLANNING, PLANTING, AND MONITORING

Our restoration planning, planting, and monitoring services provide owners with assurance that their mitigation obligations will be implemented successfully. Our services include conceptual, construction, and presentation drawings; habitat maintenance and management; native landscape design, maintenance, and success monitoring; park and open space planning; plant material specifications; residential development mitigation; revegetation; mitigation, restoration, and enhancement plans; and soil amendments and preparation specifications.

WATER RESOURCES MANAGEMENT

Our water resources staff specifically focuses on watershed characterization, management plan development and implementation, environmental review, permitting, environmental monitoring and restoration, program management, and public involvement. Our services include environmental compliance services for water resources infrastructure and management plans; water supply planning through the preparation of urban water management plans, groundwater management plans, and water supply assessments for SB 610 and SB 221; water quality compliance services including municipal stormwater management plans, construction stormwater pollution prevention plans, monitoring and reporting plans, and quality assurance project plans; National Pollution Discharge Elimination System permitting and preparation of water discharge requirements; watershed assessment and planning using Geographic Information System mapping; agricultural support services including preparation of comprehensive nutrient management plans and soils analysis; sensitive species investigations; special-status species surveys; and hydrologic and water quality studies.

Section E

Schedule of Work

IN THIS SECTION

- A. Approach to Scheduling and Management

A. APPROACH TO SCHEDULING AND MANAGEMENT

The basic structure of our approach to project scheduling and management is presented below. At Stantec, each team member is accountable for the accuracy, completeness, consistency, and schedule of their work. Additional information regarding Stantec's approach to scheduling and management is provided above under Section D.A and Section D.B of this SOQ.

PROJECT PREPARATION	
Step 1 Project Set-up	- Develop project plan including budget, schedule, section authors, and hour allocations - Create resource chapter templates
Step 2 Project Description	- Complete project description including figures - Complete editor and QA/QC independent review of project description
Step 3 Project Team Kick-off Meeting	- Conduct pre-kick-off meeting (including Project Manager and Independent Review Team) and CEQA hot issues review - Conduct project team kick-off meeting to provide overview of project set-up
PROJECT EXECUTION	
Step 4 Draft Section	- Authors prepare section outlines: methods, environmental setting, and impacts - Project Manager approves and provides guidance on outline to ensure consistency and approach in preparing sections - Draft sections and submit figure requests - Conduct senior review of sections from qualified senior staff other than the section author
Step 5 Review Sections	- Project Manager provides review and comments - Deputy Project Manager assigns comments to technical authors, generalists, or editors in consultation with Project Manager as necessary - Project Manager reviews comments assignments and clarifies comments in review meetings
PROJECT QUALITY CONTROL	
Step 6 Section Edits	- Author/Deputy Project Manager makes assigned revisions with tracked changes - Project Manager review track changes
Step 7 Editor	- Editor reviews and compiles CEQA document for correct grammar, accurate table of contents, consistent headers, and defined acronyms - Deputy Project Manager and QA/QC editor review the edited document
Step 8 Clear Eyes Final Draft Review	- Conduct independent review - Implement final changes from independent review as needed
Step 9 Project Manager Review	- Project Manager performs quality review on document - Comments addressed by Project Manager and Deputy Project Manager
Step 10 Delivery	Stantec produces and delivers document with review and signature pages to client

Detailed schedules outlining the number of weeks or days it would take to prepare individual tasks are provided by the Project Manager to the project team, including the City, after the initial project team kick-off meeting. The detailed schedules include start and end dates for each individual tasks with a description of the task. Detailed schedules are

updated and provided to the project team and City throughout the project preparation process to outline any diversions from the initial schedule due to different circumstances that may occur during the project timeline. There are typical schedule outlines that are followed depending on the type of CEQA document that is proposed for individual projects; however, these schedules are modified to account for specific project needs (i.e., more time given if specific technical studies are required; issues identified for the project). As requested in the City's RFQ, Stantec has included, as **Appendix B** to this SOQ, example schedules for typical ISMND and EIR documents.

Section F

Subconsultants

Stantec has the ability to provide all development-focused disciplines in-house. As such, we are not proposing subconsultants as part of our team in response to the City's RFQ to provide Environmental Planning Services. Should a specific project arise whereby the City has a preferred technical consultant they'd like Stantec to work with, we are comfortable teaming and working with subconsultants.

Section G

Cost

IN THIS SECTION

- A. Stantec Fee Schedule

A. STANTEC FEE SCHEDULE

Compensation for all professional, technical, and administrative staff directly charging time to the project is based upon the following fee schedule and charges.

HOURLY RATE	DESCRIPTION	KEY TEAM MEMBERS
\$209 –\$278	Senior-level consultant or management	Trevor Macenski – Principal-in-Charge, Program Manager Anna Radonich – QA/QC Manager, Project Manager - CEQA/NEPA Michelle Tovar – Biological Resources and Regulatory Compliance Alisa Reynolds – Cultural Resources Management Neil Doran – Hazardous Materials & Remediation Caitlin Schroeder – Project Manager – CEQA/NEPA Tracie Ferguson – Noise Analyses Joseph Samaha – Public Utilities Daryl Zerfass – Transportation/Traffic/VMT
\$177 –\$208	Highly specialized technical professional or supervisor of groups of professionals	Kaitlyn Heck – Air Quality, Greenhouse Gases, and Toxics, Project Manager Rebecca Riggs – Historic Resources Kaela Johnson – Project Manager - CEQA/NEPA
\$117 –\$176	Fully qualified and junior level professionals	Gabriella Patacsil – CEQA/NEPA Jennifer Webster – CEQA/NEPA

OTHER LABOR RATES

Labor rates for expert testimony, litigation support, and depositions/court appearances will be billed at a minimum of two times the above rates. If additional services are authorized during the performance of a contract, compensation will be based on the fee schedule in effect at the time the services are authorized.

DIRECT EXPENSES

- Direct expenses are billed at the amount charged, as described below, plus a 10% administration cost.
- Vehicles: current IRS reimbursable rate.
- Out-of-pocket expenses, including, but not limited to, travel, messenger service, lodging, meals, blueprint, reproduction, and photographic services: Cost, as charged to Stantec.

TERMS

Compensation and direct expenses are invoiced monthly and are payable upon receipt. All labor rates will be subject to annual increase. Overtime will be charged at 1.5 times the standard billing rate.

SECTION H

Resume, Relevant Projects/Services with References

IN THIS SECTION

- A. Key Team Member Resumes
- B. Relevant Project Experience
- C. References

A. KEY TEAM MEMBERS RESUMES

Resumes for key team members identified in this SOQ are provided as **Appendix A**.

B. RELEVANT PROJECT EXPERIENCE

SIMILAR ON-CALL CONTRACTS

At Stantec, our journey is defined by over 20 years of unwavering expertise, commitment, and passion for excellence in environmental consulting and engineering services. With a global presence and a local focus, we take pride in being at the forefront of innovation, sustainability, and responsible development.

Our diverse team of skilled professionals, including project managers, engineers, planners, and scientists, brings a wealth of knowledge and experience to every endeavor. From the initial planning stages to the final implementation, we approach each project with meticulous attention to detail, ensuring alignment with environmental regulations and community aspirations. Our commitment to excellence in CEQA compliance and agency permitting allows us to streamline processes, reduce risks, and drive successful outcomes for our clients.

Throughout our journey, we have earned the trust of clients worldwide, navigating the complexities of environmental challenges and delivering tailored solutions that consistently exceed expectations. Our team has extensive experience working in the Bay Area and Northern California on a variety of projects and CEQA document types ranging from SCEAs in Santa Rosa, to Class 32 exemptions for research and development (R&D) facilities in Redwood City, to complex EIRs at the Caritas Village Project located in City of Santa Rosa. Additionally, our expertise extends to over 60 local public sector entitlement and environmental compliance projects in the Bay Area in just the past 5 years.

Our team thrives on repeat business, a testament to the satisfaction of our clients and the exceptional work provided by our local environmental planning team. A list of current clients that Stantec has worked with in the last 12 months is provided below. These projects demonstrate our team's ability and understanding of complex impact document preparation and management requirements. These projects also demonstrate our ability to perform legally defensible environmental impact analyses in support of the overall environmental and development review process.

Clients Stantec has Worked with in the Last 12 Months*	
• City of Redwood City	• City of Vacaville
• City of San Jose	• City of Antioch
• City of Millbrae	• City of San Mateo
• City of Newark	• City of Fresno
• City of Daly City	• City of Suisun City
• City and County of San Francisco	• City of Hayward
• City of Santa Rosa	• City of Manteca
• City of Pittsburg	• City of Sacramento
• City of Vallejo	• City of Dublin
• City of Oakland	• City of Napa
• City of El Cerrito	• Bay Conservation and Development Commission
• City of Foster City	• Regional Water Quality Control Board
* In addition to the lead agencies listed above, Stantec's Planning and Environmental Services team has worked as first party consultants to a handful of developers in the last 12 months.	

DEMONSTRATED PROJECT EXPERIENCE

★ - Denotes AEP Award Winning Project

PROJECTS	Bay Area Project	Waterfront Projects	Mixed-Use/ Multi-Family	Historic District Evaluations	Sea Level Rise Adaptation	Adjacent Sensitive Uses	Transition of Uses
Northern Waterfront Mixed-Use, Vallejo, Entitlements, CEQA	●	●	●	●	●	●	●
Sacramento Waterfront, Sacramento, Addendum and EA		●	●	●	●	●	●
MFA Hangar 3 Demolition, NEPA	●	●		●	●	●	
MFA Eastside Airfield Improvement Project, NEPA	●	●	●	●	●	●	●
Former Mare Island Naval Base Environmental & Planning Services	●	●	●	●	●	●	●
Mare Island Connolly Corridor Mixed Use Project, CEQA	●	●	●	●	●	●	●
Caritas Village, Affordable Housing & Social Services Rehab, Santa Rosa, EIR and EA ★	●		●	●		●	●
3575 Mendocino Avenue, Affordable Housing, Santa Rosa, SCEA and EA ★	●	●	●	●		●	●
Midway Village, Affordable Housing, Daly City, SCEA and EA ★	●		●	●		●	●
Aspire ERES, Charter School, Oakland, Exemption ★	●		●	●		●	●
Vallejo Transit Center and Housing Complex Project, Vallejo, ISMND	●	●	●	●	●	●	●
Mowry Village Residential, Newark, EIR	●	●			●	●	●
1180 Main Street Office, Redwood City, ISMND	●	●	●	●		●	●
East Main Street Redevelopment Project, Vacaville, ISMND	●	●	●	●		●	●
469 Stevenson Street, San Francisco, EIR and Recirculated EIR	●		●	●		●	●
Brunswick, Senior Housing, Daly City, SCEA	●		●	●		●	●
1125 Arguello, Mixed-Use Office Affordable Housing, Redwood City, EIR	●		●	●		●	●
El Camino Real Mixed-Use Hotel and Residential, Millbrae, SCEA	●		●	●		●	●
La Quinta Hotel Project, Vallejo, 15183 Package	●		●			●	●
Home 2 Suites Hotel Project, Antioch, ISMND	●		●			●	●
Quintal Road Residential Development Project, Manteca, EIR			●			●	●
Confidential Remediation Team Project, Martinez, ISMND	●				●	●	
Confidential Client, Moffett Federal Airfield, Sunnyvale, CEQA/NEPA Compliance, Programmatic EIR/EIS	●				●	●	

C. REFERENCES

Please refer to the following pages for an overview of the respective scopes of work, project timeline, and contract value associated with each of the three references listed below.

1. **Project:** City of Vallejo On-Call Environmental and Planning Services Contract
Client: City of Vallejo
Client Unit: Planning Division
Client Contact Name and Title: Gillian Haen, Assistant City Manager
Client Contact Phone: (707) 648-4163
Client Contact E-mail: Gillian.Haen@cityofvallejo.net
Address: 555 Santa Clara Street, Vallejo, CA 94590

2. **Project:** City and County of San Francisco On-Call Environmental Services Contract
Client: City and County of San Francisco
Client Unit: Planning Department
Client Contact Name and Title: Jenny Delumo, Senior Planner
Client Phone: (628) 652-7568
Client E-mail: jenny.delumo@sfgov.org
Address: San Francisco Planning Department, 49 S Van Ness Avenue, Suite 1400, San Francisco, CA 94103

3. **Project:** City of Redwood City On-Call Environmental and Planning Services Contract
Client: City of Redwood City
Client Unit: Planning Department
Client Contact Name and Title: Apollo Rojas, Senior Planner
Client Phone: (650) 780-7365
Client E-mail: arojas@redwoodcity.org
Address: Planning Services, 1017 Middlefield Road Redwood City, CA 94063

Stantec key team members identified in Section C.B provided support on the three on-call contracts referenced here and as detailed on the following pages.



CITY OF VALLEJO ON-CALL ENVIRONMENTAL AND PLANNING SERVICES CONTRACT VALLEJO, CALIFORNIA

PROJECT SUMMARY: Stantec has provided planning services to the City of Vallejo over the past 5 years under the planning on-call contract supporting development projects. In addition, depending on the complexity, Stantec also has served as City staff for complex entitlement applications and planning processes. Examples of the planning and environmental support services include the following:

City of Vallejo On-Call Environmental and Planning Services Contract

Client: City of Vallejo

Client Unit: Planning Division

Client Contact: Gillian Haen, Assistant City Manager

Client Contact Phone: (707) 648-4163

Client Contact E-mail:
Gillian.Haen@cityofvallejo.net

Timeline: 2017-Present

Budget: \$40,000-\$600,000

Number of Hours: Ongoing on-call contract

- Vallejo Navigation Center Project, HUD EA
- Mare Island Contract Planning Services
- Northern Waterfront Contract Planning Services
- Central North and Central South Waterfront Contract Planning Services
- Connelly Street Corridor Mixed Use Project, CEQA Addendum
- Borges Ranch Residential Project, ISMND
- Touro University, Student Housing Project, ISMND
- Ferry Terminal Parking Garage Expansion Project, ISMND
- Holiday Development Vallejo Station Phase B Mixed-Use Residential Project, Class 32 Exemption
- City Wide Zoning Code Update and ISMND
- Six Flags Discovery Kingdom Batman Ride, ISMND
- La Quinta Hotel Project, Modified ISMND

LEARNED AND PROJECT OUTCOMES: Stantec has supported the City of Vallejo on a number of unique projects from Supplemental CEQA review preparing Addendum's to complex EIRs. Some unique challenge to CEQA compliance in Vallejo is the large amount of projects that require BCDC permitting. Stantec has supported the City with multiple BCDC permits, and one of particulate complexity included a waterfront development with a Programmatic EIR with multiple phases, with multiple supplemental CEQA documents and entitlement amendments. In this instance there was a tidally influenced wetland feature missed by the City back in the 1990's. It required a BCDC permit and Stantec helped the City identify an appropriate CEQA approach and permitting to allow the applicant a path forward.

PROJECT STAFFING

- Trevor Macenski—Principal-in-Charge
- Anna Radonich—Project Manager
- Kaela Johnson—Deputy Project Manager, Visual Resources
- Alisa Reynolds—Cultural
- Kaitlyn Heck—Air Quality
- Michelle Tovar—Biological Resources and Permitting
- Tracie Ferguson—Noise
- Daryl Zeffass—Transportation/Traffic/VMT

"Stantec has provided exemplary services and deliverables during my tenure here. They are always available and responsive. They have a positive history working here in the City of Vallejo and have for years." — Gillian Haen, Assistant City Manager, City of Vallejo



City and County of San Francisco On-Call Environmental Services Contract

Client: City and County of San Francisco

Client Unit: Planning Department

Client Contact: Jenny Delumo, Senior Planner

Client Contact Phone: (628) 652-7568

Client Contact E-mail:
Jenny.Delumo@sfgov.org

Timeline: 2017- Present

Budget: \$520,000-\$950,000

Number of Hours: Ongoing on-call contract

CITY AND COUNTY OF SAN FRANCISCO ON-CALL ENVIRONMENTAL SERVICES CONTRACTS (PLANNING AND PUBLIC WORKS) SAN FRANCISCO, CALIFORNIA

PROJECT SUMMARY: Stantec has provided on-call environmental services to the City and County of San Francisco for the past five years under the planning contract and for the past three years under the public works contract. Our successful partnership with the City is a credit to the Stantec team's responsiveness to requests including, but not limited to, a CEQA strategy, preparing a scope of work, and providing technical subject matter expertise. Examples of the environmental support services include the following:

- 469 Stevenson Residential Project EIR and Partially Recirculated EIR
- 900 7th Street PDR Facility Project EIR
- Kirkland Facility Bus Electrification Project CEQA/NEPA
- Woods Facility Bus Electrification Project CEQA/NEPA
- Islais Creek Facility Bus Electrification Project CEQA/NEPA

LEARNED AND PROJECT OUTCOMES: Stantec has supported the City of San Francisco on a number of unique projects from complex EIRs to CEQA/NEPA Exemptions. Some unique challenge to CEQA compliance in San Francisco is the specific City guidelines and standards established for CEQA. Stantec has and is currently supporting the City with multiple projects, and one of particulate complexity included a controversial development with a EIR that included preparation of a partially recirculated EIR.

PROJECT STAFFING

- Trevor Macenski—Program Manager
- Anna Radonich—Project Manager
- Kaela Johnson—Deputy Project Manager
- Kaitlyn Heck—Air Quality
- Alisa Reynolds—Cultural
- Tracie Ferguson—Noise

"Stantec, particularly the core project team working on the 469 Stevenson Street Project, have been great to work with. As the primary environmental consultant for the project, they are responsible for preparing the initial study, draft environmental impact report, and the responses to comments document...As project managers they are organized and proactive. They prepare bi-weekly meeting agendas, update the schedule, and follow up on outstanding issues. They have also gone above and beyond to help keep the environmental review on schedule." — Jenny Delumo, Senior Planner, City and County of San Francisco



City of Redwood City On-Call Environmental and Planning Services Contract

Client: City of Redwood City

Client Unit: Planning Department

Client Contact: Apollo Rojas, Senior Planner

Client Contact Phone: (650) 780-7365

Client Contact E-mail:
arojas@redwoodcity.org

Timeline: 2017-Present

Budget: \$25,000-\$500,000

Number of Hours: Ongoing on-call contract

CITY OF REDWOOD CITY ON-CALL ENVIRONMENTAL AND PLANNING SERVICES CONTRACT REDWOOD CITY, CALIFORNIA

PROJECT SUMMARY: Stantec has provided planning services to the City of Redwood City over the past five years under the planning on-call contract supporting development projects. In addition to our on-call abilities, our team regularly assists City staff with entitlement strategies and advise applicants on approach related to necessary technical studies for their entitlement applications. Examples of the planning and environmental support services provided to the City of Redwood City in the past five years include the following:

- 1201 Main Street Mixed-Use Project, Class 32 Exemption
- 1180 Main Street Office Building Project, ISMND
- 1125 Arguello Street Mixed-Use Office/Residential Project, EIR
- 241 Twin Dolphins Commercial Office Project, Class 32 Exemption
- 590 Veterans Boulevard and 91 Winslow Street Project, Class 32 Exemption
- Multiple Historic Structure Evaluations, Downtown Historic District
- 1818 El Camino Real Project, HUD EA

LEARNED AND PROJECT OUTCOMES: Stantec has supported Redwood City on a number of unique projects from streamline CEQA review to preparing Addendum's to complex EIRs. Some unique challenges to CEQA compliance in Redwood City are the existing and constantly changing historic structures inventory. The City had previously completed a historic structures inventory as part of their Downtown Precise Plan that identified locally contributing structures to the Downtown Historic District. Stantec's team of Architectural Historians and CEQA planners have assisted the City multiple times on updating this inventory and reevaluating the contributing structures list for CEQA compliance.

PROJECT STAFFING:

- Trevor Macenski—Principal-in-Charge
- Anna Radonich—Project Manager
- Kaela Johnson—Deputy Project Manager
- Alisa Reynolds—Cultural
- Kaitlyn Heck—Air Quality
- Michelle Tovar—Biological Resources and Permitting
- Tracie Ferguson—Noise
- Daryl Zerfass—Transportation/Traffic/VMT

Stantec's team has provided quick and reliable environmental consulting services to the City of Redwood City. They possess strong technical knowledge of the CEQA guidelines and provide easy to read documents. Their experienced staff has helped troubleshoot environmental analysis issues. Stantec has supported staff through large commercial and mixed-use projects and have provided useful technical support memos. They are well organized and are very responsive in coordinating meetings. Their staff is easy to communicate with and professional." — **Apollo Rojas, Senior Planner, City of Redwood City**

SECTION I

Required Statements and Documents

IN THIS SECTION

1. Stantec does not know of any conflict of interest that exist with respect to this request for qualifications.
2. Stantec has reviewed the City's Standard Professional Service Contract provided as Attachment A to the City's RFQ and we are confident we can fulfill the indemnification and insurance requirements included in the standard contract.
3. Stantec notes that the information contained herein does not contain information that would be proprietary.
4. Stantec acknowledges that the documents submitted as part of the SOQ are subject to the California Public Records Act and may be disclosed without notice.
5. Stantec has reviewed the City's Standard Professional Service Contract provided as Attachment A to the City's RFQ and we are confident we can come to agreeable terms of the agreement.
6. Stantec does not have any pending bankruptcies, liens, stop payment notices, judgements, lawsuits, arbitrations, mediations, foreclosures, or any similar actions filed or resolved in the past seven years. Furthermore, a client has not terminated a contract for breach.

Appendix A

Resumes



TREVOR MACENSKI

*Principal-in-Charge/Program
Manager*

18+

Years of relevant experience

EDUCATION

MS, Environmental Science and Policy, John Hopkins University

BS, Environmental Policy Analysis and Planning, University of California, Davis

CERTIFICATIONS & TRAINING

Wetland Delineator Certification Program, Wetland Training Institute

Watershed Management, US Environmental Protection Agency

Air Pollution Training Institute (APTI), US Environmental Protection Agency

CEQA Advanced Workshop Series, Association of Environmental Professionals

Hazardous Waste Operations, Network Environmental

MEMBERSHIPS

Past Director, Superior and Bay Area Chapters, Association of Environmental Professionals

Trevor is Stantec's Environmental and Planning Practice leader in the western United States. He has more than 18 years of experience as an environmental scientist with an advanced understanding of land-use planning. As part of our national impact assessment practice, he brings a creative, problem-solving approach to his role as a liaison between the various participants in the planning, permitting, and project development process, including project sponsors, engineers, attorneys, lead and responsible agencies, and concerned community groups. He is an experienced environmental impact assessment practitioner, a skilled public presenter, and an educator in the environmental field. Trevor has worked on over 125 CEQA documents, including more than 30 EIRs that have been litigated, and has two published CEQA court cases to his name without a single document having been overturned. Trevor is a City Council Member for the City of Benicia and was previously on the Planning Commission, and Historic Preservation and Design Review Commission for the City of Benicia. He understands the municipal planning process and is sensitive to community concerns.

RELEVANT EXPERIENCE

- City of Vacaville On-Call Environmental and Planning Services Contract
- City of Vallejo On-Call Environmental and Planning Services Contract
- City of Redwood City On-Call Environmental and Planning Services Contract
- City and County of San Francisco On-Call Environmental Services Contract
- Transwestern Ventures Life Science Project, Vacaville, Modified Initial Study
- Weber Road Industrial and Construction Storage Yard Project, Vacaville, ISMND
- North Village Specific Plan Amendment, Vacaville, CEQA Addendum
- Home 2 Suites Hotel Project, Vacaville, ISMND
- 148 Peabody Road Apartments Project, Vacaville, Class 32 Exemption
- East Main District Project, Vacaville, ISMND and CEQA Addendum
- Ashton Place Unit 3 Project, Vacaville, ISMND
- LDK Warehouse Project, Vacaville, ISMND and CEQA Addendum
- Vaca Valley Warehouse/Distribution Center, Vacaville, Modified Initial Study
- Crocker Drive Water Main Project, Vacaville, ISMND
- Park Parish Project, Vacaville, Modified Initial Study
- Northern Waterfront Mixed-Use, Vallejo, Entitlements, CEQA support
- Mare Island, Vallejo, Addendum
- Blossom Avenue Apartments Project, Suisun City, ISMND
- Tractor Supply Project, Suisun City, Modified Initial Study
- Sacramento Waterfront, Sacramento, Addendum and EA
- 3575 Mendocino Avenue, Affordable Housing, Santa Rosa, SCEA and EA
- Caritas Village Project EIR, Santa Rosa, EIR
- Midway Village, Affordable Housing, Daly City SCEA and EA
- 1180 Main Street Office, Redwood City, ISMND
- 1125 Arguello, Mixed-Use Office Affordable Housing, Redwood City, EIR
- Mowry Village Residential, Newark, EIR



ANNA RADONICH

*QA/QC Manager
Project Manager—CEQA*

20+

Years of relevant experience

EDUCATION

BS, Environmental Economics & Policy, University of California, Berkeley

MEMBERSHIPS

Association of Environmental Professionals

Anna manages Stantec project teams, and she contributes analytical work products documenting CEQA compliance for agency decisions related to urban development, redevelopment, and infill projects. As an experienced urban and environmental planner with more than 20 years of professional experience, she synthesizes, reformats, and adapts knowledge generated by Stantec investigations for the specific needs of cities' planning and CEQA compliance efforts in processing planning applications for mixed-use developments, infill projects, and commercial projects within the community. Anna has experience in environmental compliance strategies for land use and local development projects in both the public and private sectors. She has experience coordinating regulatory review and compliance, including facilitating public engagement, participating in regulator proceedings, and tracking compliance requirements. Anna is also a Planning Commissioner for the City of Lafayette.

RELEVANT EXPERIENCE

- City of Vacaville On-Call Environmental and Planning Services Contract
- City of Vallejo On-Call Environmental and Planning Services Contract
- City of Redwood City On-Call Environmental and Planning Services Contract
- City and County of San Francisco On-Call Environmental Services Contract
- Transwestern Ventures Life Science Project, Vacaville, Modified Initial Study
- Weber Road Industrial and Construction Storage Yard Project, Vacaville, ISMND
- North Village Specific Plan Amendment, Vacaville, CEQA Addendum
- Home 2 Suites Hotel Project, Vacaville, ISMND
- 148 Peabody Road Apartments Project, Vacaville, Class 32 Exemption
- East Main District Project, Vacaville, ISMND and CEQA Addendum
- Ashton Place Unit 3 Project, Vacaville, ISMND
- LDK Warehouse Project, Vacaville, ISMND and CEQA Addendum
- Vaca Valley Warehouse/Distribution Center, Vacaville, Modified Initial Study
- Crocker Drive Water Main Project, Vacaville, ISMND
- Park Parish Project, Vacaville, Modified Initial Study
- Northern Waterfront Mixed-Use, Vallejo, Entitlements, CEQA support
- Mare Island, Vallejo, Addendum
- La Quinta Hotel Infill Project, Vallejo, ISMND
- Blossom Avenue Apartments Project, Suisun City, ISMND
- Tractor Supply Project, Suisun City, Modified Initial Study
- 3575 Mendocino Avenue, Affordable Housing, Santa Rosa, SCEA and EA
- Caritas Village Project EIR, Santa Rosa, EIR
- Midway Village, Affordable Housing, Daly City SCEA and EA
- 1180 Main Street Office, Redwood City, ISMND
- 1125 Arguello, Mixed-Use Office Affordable Housing, Redwood City, EIR
- Mowry Village Residential, Newark, EIR



Kaitlyn Heck

*Air Quality, Greenhouse Gas,
and Toxics/Project Manager*

8+

Years of relevant experience

EDUCATION

BS, Environmental Science, University
of California, Los Angeles, California

CERTIFICATIONS & TRAINING

GIS Certification, Fullerton,
California

South Coast Air Quality
Management District Fugitive Dust
Control Certification

Kaitlyn has eight years of experience as an Air Quality and Greenhouse Gas Technical Specialist. She has worked on CEQA/NEPA project technical reports for a variety of development and infrastructure projects including residential and commercial developments, utility projects, transportation projects, and long-term planning projects. Kaitlyn has been the lead technical expert for projects in air districts across the state including the South Coast Air Quality Management District, Bay Area Air Quality Management District, San Joaquin Valley Air Pollution Control District, Ventura County Air Pollution Control District, and Monterey Bay Air Resources Board. She is experienced with the California Emissions Estimator Model (CalEEMod), AERMOD dispersion modeling, EMFAC, and OFFROAD programs.

RELEVANT EXPERIENCE

- City of Vacaville On-Call Environmental and Planning Services Contract
- City of Vallejo On-Call Environmental and Planning Services Contract
- City of Redwood City On-Call Environmental and Planning Services Contract
- City and County of San Francisco On-Call Environmental Services Contract
- Transwestern Ventures Life Science Project, Vacaville, Modified Initial Study
- Weber Road Industrial and Construction Storage Yard Project, Vacaville, ISMND
- North Village Specific Plan Amendment, Vacaville, CEQA Addendum
- Park Parish Project, Vacaville, Addendum
- Vallejo Navigation Center Project, Vallejo, HUD EA
- 2440 Broadway Street Project, Vallejo, HUD EA
- La Quinta Hotel Infill Project, Vallejo, ISMND
- Blossom Avenue Apartments Project, Suisun City, ISMND
- Tractor Supply Project, Suisun City, Modified Initial Study
- Laurel Ranch Townhomes Project, Antioch, Addendum
- 1125 Arguello, Mixed-Use Office Affordable Housing, Redwood City, EIR
- Mowry Village Residential, Newark, EIR
- 1580 Maple Street Project, Redwood City, HUD EA
- 1818 El Camino Real Project, Redwood City, Modified Initial Study
- 1201 Main Street Project, Redwood City, Class 32 Exemption



MICHELLE TOVAR

*Biological Resources and
Regulatory Compliance*

20+

Years of relevant experience

EDUCATION

BS, Animal Sciences, University of
California, Davis

Michelle is a principal biologist with 20 years of experience in permitting, regional conservation planning, environmental compliance, sensitive species and their habitats, and mitigation. She has extensive experience in working with clients and regulatory agencies on environmental compliance documents and related permits. She is a project manager and permit specialist that assists clients with the state and federal Environmental Species Acts, NEPA, and Clean Water Act; she is also highly experienced in negotiating avoidance, mitigation/ compensation, and enhancement agreements with other agencies including U.S. Army Corps of Engineers, Federal Highway Administration, California Department of Transportation, Regional Water Quality Control Board, and private developers. As a former U.S. Fish and Wildlife Service employee, she has developed many working relationships with biologists, technical leaders and regional chiefs throughout the western regions.

RELEVANT EXPERIENCE

- City of Vacaville On-Call Environmental and Planning Services Contract
- City of Vallejo On-Call Environmental and Planning Services Contract
- City of Redwood City On-Call Environmental and Planning Services Contract
- On-Call Environmental Generalist Services for Districts 6 and 10, Alpine, Amador, and Tuolumne Counties
- Northern Counties of District 4, On-Call Biological Support Services, Sonoma, Napa, and Marin Counties
- East Counties of District 4, On-Call Biological Support Services, Canon Station, LLC
- San Joaquin Multi-Species Habitat Conservation Plan, On Call Biological Services
- Train Station Specific Plan, Solano County
- Shiloh III and IV Habitat Conservation Plans, Solano County
- Suisun Valley Road Bridge Project, Solano County
- Travis Air Force Base Regulatory Liaison, Solano County
- SMUD Nature Preserve Mitigation Bank, Sacramento County
- East Main District, Vacaville, ISMND
- Midway Village, Affordable Housing, Daly City SCEA and EA
- Brunswick, Senior Housing, Daly City, SCEA
- 1180 Main Street Office, Redwood City, ISMND
- 1125 Arguello, Mixed-Use Office Affordable Housing, Redwood City, EIR
- 3575 Mendocino Avenue, Affordable Housing, Santa Rosa, SCEA and EA
- North McKay Ranch Subdivision Greenfield Project, Humboldt County, EIR
- Payran to Southpoint Multi-Use Pathway Project, Sonoma County
- SMUD Habitat Conservation Plan, Sacramento County
- Camino Tassajara Shoulder Widening, East of Blackhawk Drive to Finley Road, Contra Costa County
- Placer Vineyards Specific Plan, Placer County
- Goldfields Mitigation Bank, Placer County



ALISA REYNOLDS

RPA

*Cultural Resources
Management*

20+

Years of relevant experience

EDUCATION

MA, Anthropology with a
Specialization in Bioarcheology,
San Francisco State University

BA, Anthropology, University of
California, Berkeley, California

CERTIFICATIONS & TRAINING

Agreement Documents for Cultural
Resources, National Preservation
Institute (NPI)

Section 106 Advanced Course, NPI
Caltrans Environmental Academy

MEMBERSHIPS

Society for California Archaeology
Registered Professional
Archaeologist #98991

Alisa manages cultural resources compliance processes for local agencies, development, and transportation projects. She specializes in NEPA, NRHP and Section 106 compliance, mitigation implementation procedures, Section 4(f), and project management. Alisa meets the Secretary of the Interior's standards and guidelines for a professional archaeologist, and her focus is on strategizing best approaches to work with a diverse range of clients, stakeholders, and tribes to move the cultural resources process forward. Alisa has more than 20 years' experience as an archaeological principal investigator for complex archaeological projects, including managing field crews, coordinating with construction managers, and building consensus with Native American tribes and individuals.

RELEVANT EXPERIENCE

- City of Vacaville On-Call Environmental and Planning Services Contract
- City of Vallejo On-Call Environmental and Planning Services Contract
- City of Redwood City On-Call Environmental and Planning Services Contract
- City and County of San Francisco On-Call Environmental Services Contract
- Home 2 Suites Hotel Project, Vacaville, ISMND
- East Main District Project, Vacaville, ISMND and CEQA Addendum
- Ashton Place Unit 3 Project, Vacaville, ISMND
- LDK Warehouse Project, Vacaville, ISMND and CEQA Addendum
- Vaca Valley Warehouse/Distribution Center, Vacaville, Modified Initial Study
- Crocker Drive Water Main Project, Vacaville, ISMND
- 469 Stevenson Street, San Francisco, EIR and Recirculated EIR
- Midway Village, Affordable Housing, Daly City SCEA and EA
- Brunswick, Senior Housing, Daly City, SCEA
- 1180 Main Street Office, Redwood City, ISMND
- 1125 Arguello, Mixed-Use Office Affordable Housing, Redwood City, EIR
- El Camino Real Mixed-Use Hotel and Residential, Millbrae, SCEA
- Mowry Village Residential, Newark, EIR
- Caritas Village, Affordable Housing and Social Services Rehab, Santa Rosa, EIR and EA
- Northern Waterfront Mixed-Use, Vallejo, Entitlements, CEQA support
- Mare Island, Vallejo, Addendum
- Ferry Terminal, Parking Garage, Vallejo, ISMND
- Sacramento Waterfront, Sacramento, Addendum and EA
- Oakland Road Comfort Suites Project, San Jose
- Comfort Suites Project, San Jose
- Skyport Plaza Burial Excavations, San Jose
- 3229 Bascom Preschool Project, San Jose
- North McKay Ranch Subdivision Project, Humboldt County, EIR



Neil Doran

PG
Hazardous Materials &
Remediation

24+

Years of relevant experience

EDUCATION

BS, Geology, San Francisco State University

LICENSE AND REGISTRATIONS

Professional Geologist #8503, CA

Neil brings 24 years of experience providing environmental assessment services to municipal and private clients. Bringing a strong focus on Northern California, he specializes in due diligence site assessments, baseline site evaluation, soil vapor and indoor air assessment, risk assessment and management, high-resolution subsurface profiling, soil and groundwater characterization, remedial planning and execution, and agency interaction and regulatory case closure. Neil is fluent in regulatory environmental requirements at the local, state, and federal levels and believes that close and collaborative relationships with regulators benefit his clients in more quickly moving projects towards regulatory closure.

Neil oversees all aspects of project delivery, including scope development, execution of field activities, coordination with outside consultants and subcontractors, and project close-out. Neil has successfully managed environmental investigation projects for municipalities, large utility providers, major technology companies, and land developers, with an emphasis on collaborative relationships with regulatory and public stakeholders.

RELEVANT EXPERIENCE

- City of Stockton, Chase Chevrolet Facility, Site Assessment and Low-Threat Closure
- City of Stockton, Site Assessment via USEPA Brownfields Assessment Grant Implementation
- City of Sacramento, On-Call Environmental Services
- Sacramento Railyards, Site Assessment and Development Support
- City of Lodi, Site Assessment via USEPA Brownfields Assessment Grant Implementation
- City of Richmond, Site Assessment via USEPA Brownfields Assessment Grant Implementation
- City of Fresno, Site Assessment via USEPA Brownfields Assessment Grant Implementation
- UC Davis, Bodega Marine Laboratory, Low-Threat Closure Assessment
- Hewlett Packard Inc., Mountain View/Santa Rosa Facilities, Low-Threat Closure
- Hewlett Packard Inc., Palo Alto Facility, Remedial Design and Implementation
- Major Northern California Confidential Utility Provide, Site Assessment, Remedial Design, and Low-Threat Closure Assessment
- Varian Medical Systems, Remedial Design and Implementation
- Northrop Grumman, Remedial Design and Implementation, Low-Threat Closure Assessment
- California Department of Corrections, Site Investigation and Low-Threat Closure Assessment
- LandSea Holdings/Taylor Morrison, Site Investigation and Redevelopment Support
- City Ventures, Alameda, Site Investigation and Low-Threat Closure
- Private Developer, San Jose Site Assessment and Risk Evaluation



TRACIE FERGUSON

Noise Analyses

20+

Years of relevant experience

EDUCATION

MS, Acoustics, Pennsylvania State University

BA, Music, Ithaca College

MEMBERSHIPS

Institute of Noise Control
Engineering of the USA

Tracie has over 20 years of experience as an acoustical consultant on a wide range of project types, including environmental noise studies, government buildings, educational facilities, commercial spaces, mixed-use developments, and tenant improvements. She brings expertise in environmental noise control, CEQA documentation, mechanical noise and vibration control, and architectural acoustics. Tracie is skilled at providing design recommendations and mitigation measures to meet the requirements of applicable codes and ordinances. Her deep technical knowledge, experience with complex facilities, ability to integrate with multiple team members and agility in implementing innovative design solutions set her apart.

RELEVANT EXPERIENCE

- City of Vacaville On-Call Environmental and Planning Services Contract
- City of Vallejo On-Call Environmental and Planning Services Contract
- City of Redwood City On-Call Environmental and Planning Services Contract
- City and County of San Francisco On-Call Environmental Services Contract
- Home 2 Suites Hotel Project, Vacaville, ISMND
- East Main District Project, Vacaville, ISMND and CEQA Addendum
- Ashton Place Unit 3 Project, Vacaville, ISMND
- LDK Warehouse Project, Vacaville, ISMND and CEQA Addendum
- Vaca Valley Warehouse/Distribution Center, Vacaville, Modified Initial Study
- Crocker Drive Water Main Project, Vacaville, ISMND
- Blossom Avenue Apartments Project, Suisun City, ISMND
- Tractor Supply Project, Suisun City, Modified Initial Study
- Caritas Village Project EIR, Santa Rosa, California (Infill, High Public Scrutiny)
- 3575 Mendocino Avenue, Affordable Housing, Santa Rosa, SCEA and EA 469 Stevenson Street, San Francisco, EIR and Recirculated EIR
- Midway Village, Affordable Housing, Daly City SCEA and EA
- Brunswick, Senior Housing, Daly City, SCEA
- 1180 Main Street Office, Redwood City, ISMND
- 1125 Arguello, Mixed-Use Office Affordable Housing, Redwood City, EIR
- El Camino Real Mixed-Use Hotel and Residential, Millbrae, SCEA
- Mowry Village Residential, Newark, EIR
- Northern Waterfront Mixed-Use, Vallejo, Entitlements, CEQA support
- Mare Island, Vallejo, Addendum
- Ferry Terminal, Parking Garage, Vallejo, ISMND
- Sacramento Waterfront, Sacramento, Addendum and EA



KAELA JOHNSON

Project Manager—CEQA

10+

Years of relevant experience

EDUCATION

BS, Environmental Science, Minor in Geography, University of Oregon

CERTIFICATIONS & TRAINING

Land Use and Environmental Planning, University of California, Davis

MEMBERSHIPS

Association of Environmental Professionals

Kaela is an environmental planner with nearly 10 years of experience in planning, permitting, and compliance. She has provided technical support for preparing and writing CEQA compliance documents for various local, state, and federal projects. Kaela also has experience in conducting environmental constraints analyses, visual impact analyses and assessments, due diligence investigations, and ambient noise monitoring surveys for local community development projects. She is experienced in using Geographic Information Systems and has prepared supporting maps and graphics for multiple CEQA and NEPA documents. Kaela has a Bachelor of Science in Environmental Science from the University of Oregon and has completed the Land Use and Environmental Planning Certificate Program at the University of California, Davis.

RELEVANT EXPERIENCE

- City of Vacaville On-Call Environmental and Planning Services Contract
- City of Vallejo On-Call Environmental and Planning Services Contract
- City of Redwood City On-Call Environmental and Planning Services Contract
- City and County of San Francisco On-Call Environmental Services Contract
- Transwestern Ventures Life Science Project, Vacaville, Modified Initial Study
- Weber Road Industrial and Construction Storage Yard Project, Vacaville, ISMND
- North Village Specific Plan Amendment, Vacaville, CEQA Addendum
- Home 2 Suites Hotel Project, Vacaville, ISMND
- 148 Peabody Road Apartments Project, Vacaville, Class 32 Exemption
- East Main District Project, Vacaville, ISMND and CEQA Addendum
- Ashton Place Unit 3 Project, Vacaville, ISMND
- LDK Warehouse Project, Vacaville, ISMND and CEQA Addendum
- Vaca Valley Warehouse/Distribution Center, Vacaville, Modified Initial Study
- Crocker Drive Water Main Project, Vacaville, ISMND
- Northern Waterfront Mixed-Use, Vallejo, Entitlements, CEQA support
- Mare Island, Vallejo, Addendum
- La Quinta Hotel Infill Project, Vallejo, ISMND
- Blossom Avenue Apartments Project, Suisun City, ISMND
- Tractor Supply Project, Suisun City, Modified Initial Study
- 3575 Mendocino Avenue, Affordable Housing, Santa Rosa, SCEA and EA
- Caritas Village Project EIR, Santa Rosa, EIR
- Midway Village, Affordable Housing, Daly City SCEA and EA
- 1180 Main Street Office, Redwood City, ISMND
- 1125 Arguello, Mixed-Use Office Affordable Housing, Redwood City, EIR
- Mowry Village Residential, Newark, EIR



JOSEPH SAMAHA

PE

Public Utilities

18+

Years of relevant
experience

EDUCATION

BS, Civil Engineering, University
of Connecticut

LICENSCE AND REGISTRATIONS

Professional Engineer
#C77992, CA

Joseph has 18 years of professional civil engineering experience, from which he has gained a diverse background in land development site design projects, public works roadway and ADA ramp design, and residential master planned communities. His success as a project manager and designer is built on an approach of land development that embraces multi-discipline collaborative design, integrates the aesthetic with the functional, and balances the needs of both the client and community.

Joe's technical expertise includes preparation of entitlement documents (tentative maps and residential master plans); conceptual site plan studies; mass grading, rough grading, precise grading; wall, bike trail, and street improvement and utility plans; agency coordination and permit processing; technical specifications and bid documents; construction cost estimates; and civil engineering support services during construction.

RELEVANT EXPERIENCE

- Sacramento Railyards, Sacramento, California
 - State Grant Improvements (Telegrapher, Stevens, SOTA Drain, 6th Street, Summit Tunnel, 7th Street)
 - Central Shops Phase 1
 - Intermodal Tunnel Connection to Sac Valley Station
 - CalReuse Demolition and Soil Import
 - The Telegrapher, Lot 3
 - The Foundry, Lot 12
 - Major League Soccer Stadium & Offsite Improvements (PM Support and Civil Support)
 - JCC State Courthouse (PM Support and Construction Support)
- Sleep Train Arena Re-use, Sacramento, California
- Sacramento Waterfront Revitalization, Sacramento, California
- UC Davis Student Housing: The Green at West Village, Davis, California
- North Area Recovery Station, Sacramento, California
- Alice Griffith Neighborhood Redevelopment at Candlestick Point, San Francisco, California
- Chavez Park Restroom Building, Sacramento, California
- McKinley Park Restroom Building Sewer Re-Route, Sacramento, California
- Valley View Park, El Dorado Hills, California
- Marin, Eastwood Village, Irvine, California
- Planning Area 5B, Eastwood Village, Irvine, California



DARYL ZERFASS

TE, PTP

Traffic and Transportation

28+

Years of relevant experience

EDUCATION

BS, Civil Engineering, University of California, Irvine

MEMBERSHIPS

American Society of Civil Engineers

Orange County Traffic Engineers
Council Institute of Transportation Engineers

Daryl has more than 28 years of experience in multiple aspects of traffic engineering and transportation planning. He has a proven record of managing large-scale traffic studies efficiently and effectively. His projects include freeway facility and interchange studies for PSRs and PRs, traffic impact studies for large-scale development projects, transportation studies for Specific Plans and General Plan updates, large-area transportation studies, corridor studies, transportation nexus fee studies, traffic model development, and land-use related circulation studies. Daryl views every project as an opportunity to develop innovative transportation solutions and is committed to expanding accessibility for all members of the community.

RELEVANT EXPERIENCE

- City of Vacaville On-Call Environmental and Planning Services Contract
- City of Vallejo On-Call Environmental and Planning Services Contract
- City of Redwood City On-Call Environmental and Planning Services Contract
- Transwestern Ventures Life Science Project, Vacaville, Modified Initial Study
- Weber Road Industrial and Construction Storage Yard Project, Vacaville, ISMND
- Home 2 Suites Hotel Project, Vacaville, ISMND
- 148 Peabody Road Apartments Project, Vacaville, Class 32 Exemption
- East Main District Project, Vacaville, ISMND and CEQA Addendum
- Ashton Place Unit 3 Project, Vacaville, ISMND
- LDK Warehouse Project, Vacaville, ISMND and CEQA Addendum
- Vaca Valley Warehouse/Distribution Center, Vacaville, Modified Initial Study
- Crocker Drive Water Main Project, Vacaville, ISMND
- La Quinta Hotel Infill Project, Vallejo, ISMND
- Blossom Avenue Apartments Project, Suisun City, ISMND
- Midway Village, Affordable Housing, Daly City SCEA and EA
- Brunswick, Senior Housing, Daly City, SCEA
- 1180 Main Street Office, Redwood City, ISMND
- Mowry Village Residential, Newark, EIR
- Caritas Village, Affordable Housing and Social Services Rehab, Santa Rosa, EIR and EA
- Ferry Terminal, Parking Garage, Vallejo, ISMND
- Sacramento Waterfront, Sacramento, Addendum and EA
- Sand Canyon Plaza, Santa Clarita, Traffic Impact Analysis
- The Masters College Master Plan, Santa Clarita, Traffic Studies
- Mission Village, Los Angeles, EIR Traffic Impact Analysis
- Gates/King Industrial Park, Santa Clarita, Traffic Studies
- Newhall Ranch, Los Angeles County, RMDP and SCP EIS/EIR Traffic Analysis
- Henry Mayo Newhall Memorial Hospital Master Plan, Los Angeles, EIR Traffic Impact Analysis
- One Valley One Vision General Plan, Los Angeles, Traffic Study
- Chapman University Rinker Health Science Campus, Irvine, Parking Analysis and Pedestrian Circulation Study
- Costa Mesa SOBECA/Westside General Plan Amendment Page 715 of 980

Appendix B

Example Project

Schedules

Project Working Schedule																							
ID		Task Mode	Task Name	Duration	Start	Finish	Predecessors	Notes	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Q									
									Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
1			ISMND	96 days	Wed 5/17/23	Tue 10/3/23																	
2			Authorization to Proceed	1 day	Wed 5/17/23	Wed 5/17/23																	
3			Stantec Submits Draft Project Description to City	1 day	Fri 6/16/23	Fri 6/16/23																	
4			City Reviews Draft Project Description	9 days	Mon 6/19/23	Thu 6/29/23	3																
5			City Provides Comments on Draft Project Description to Stantec	1 day	Thu 6/29/23	Thu 6/29/23	4FF																
6			Stantec finalizes Project Description	2 days	Fri 6/30/23	Wed 7/5/23	5																
7			Stantec Prepares Admin Draft ISMND and Tech Studies	20 days	Thu 7/6/23	Wed 8/2/23	6	City sends Stantec AB 52 noticing info during this time.															
8			Stantec Submits Admin Draft ISMND to City	1 day	Wed 8/2/23	Wed 8/2/23	7FF																
9			City Reviews Admin Draft ISMND	5 days	Thu 8/3/23	Wed 8/9/23	8	Schedule assumes only one round of City review of draft ISMND.															
10			City Provides Comments on Admin Draft ISMND to Stantec	1 day	Wed 8/9/23	Wed 8/9/23	9FF																
11			Stantec Prepares Public ISMND	10 days	Thu 8/10/23	Wed 8/23/23	10	Applicant to provide historic report COB 8/17; AB 52 response ends 8/21; Stantec to schedule call with City Tuesday 8/22 to review edits and finalize public draft ISMND															
12			Stantec Posts ISMND for 30-day Public Review	1 day	Thu 8/24/23	Thu 8/24/23	11	Citys posts ISMND, SCH Project Summary Form, and NOC to SCH 8/17.															
13			ISMND out for 30-day Public Review	32 edays	Thu 8/24/23	Mon 9/25/23	12	30-days ends on a Saturday, so moved out to next business day on Monday.															
14			Stantec Prepares RTC for Staff Presentation to PC and MMRP	1 day	Tue 9/26/23	Tue 9/26/23	13																
15			Public Hearing - Planning Commission	1 day	Tue 10/3/23	Tue 10/3/23																	

ID	 Task Mode	Task Name	Duration	Start	Finish	Predecessors	Aug	Sep	Oct	Nov	Dec	2022 Jan	Feb	Mar	Apr	May
1		City to provide comments on the Project Description	1 day	Tue 8/24/21	Tue 8/24/21											
2		Project Description is finalized and all questions addressed	3 days	Wed 8/25/21	Fri 8/27/21	1										
3		Stantec to Submit Admin IS-NOP for City review (resource topics dependent on technical studies are not scoped out in the IS-NOP)	9 days	Mon 8/30/21	Fri 9/10/21	2										
4		City to provide comments on the Admin IS-NOP (Comments are assumed to be minor)	13 days	Mon 9/13/21	Wed 9/29/21	3										
5		City to provide comments on draft NOP	1 day	Fri 10/8/21	Fri 10/8/21											
6		Stantec prepares Public Draft IS-NOP and provides to City for distribution	6 days	Mon 10/11/21	Mon 10/18/21	5										
7		IS-NOP Public Review	30 edays	Tue 10/19/21	Thu 11/18/21	6FS+1 day										
8		Planning Commission Public Scoping Meeting	1 day	Tue 11/9/21	Tue 11/9/21	7SS+14 days										
9		HRE/cultural resources, Local Transportation Analysis, Water Supply Assessment technical reports/peer review is complete	40 days	Tue 8/24/21	Tue 10/19/21											
10		Stantec to submit Admin Draft EIR (assuming the IS-NOP comments do not result in new technical analysis)	19 days	Fri 11/19/21	Fri 12/17/21	7										
11		City provide comments on the Admin Draft EIR	30 days	Mon 12/20/21	Thu 2/3/22	10										
12		Stantec to submit Screencheck EIR (assuming comments are minor)	10 days	Fri 2/4/22	Thu 2/17/22	11										
13		City provides comments on Screencheck EIR	5 days	Fri 2/18/22	Thu 2/24/22	12										
14		Stantec prepares Public Draft EIR	5 days	Fri 2/25/22	Thu 3/3/22	13										
15		Draft EIR Public Review	45 edays	Fri 3/4/22	Mon 4/18/22	14FS+1 day										
16		Stantec submit Admin Draft Final EIR	15 days	Tue 4/19/22	Mon 5/9/22	15										
17		City provide comments on the Admin Draft Final EIR	10 days	Tue 5/10/22	Mon 5/23/22	16										
18		Stantec submits Final EIR	5 days	Tue 5/24/22	Mon 5/30/22	17										
19		Public Hearings	1 day	TBD	TBD											

Project: Project, Redwood City, Schedule

Date: Tue 10/5/21

Task

Inactive Task

Split

Inactive Milestone

Milestone

Inactive Summary

Summary

Manual Task

Project Summary

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

External Tasks

External Milestone

Deadline

Progress

Manual Progress

Page 1

- 1 City to provide comments on the Project Description**
The site plan would not change after submittal of admin draft PD. Any site plan changes requiring changes in the Project Description or graphics would result in schedule and budget changes.
- 3 Stantec to Submit Admin IS-NOP for City review (resource topics dependent on technical studies are not scoped out in the IS-NOP)**
Review times would be adhered to by the City and Stantec. Comments on the Administrative drafts would not result in new analysis or exceed level of effort as estimated in the schedule duration.
- 9 HRE/cultural resources, Local Transportation Analysis, Water Supply Assessment technical reports/peer review is complete**
Stantec to provide technical reports peer review memos 2 weeks from receipt of final reports.
Technical studies would be deemed complete (including edits post peer review) at least 2 weeks before submittal date of the Administrative Draft EIR.
- 16 Stantec submit Admin Draft Final EIR**
This timing is entirely dependent on the DEIR comments received.

May 6, 2024

City of Pinole, Community Development Department
Attn: Lilly Whalen, Community Development Director
2131 Pear St
Pinole, CA 94965

Re: On-Call Environmental Planning Services

Dear Lilly,

SummitWest Environmental, Inc. (SummitWest) is pleased to present our proposal to the City of Pinole (City), to provide a variety of environmental planning tasks and on-call planning services for all types of projects requesting entitlements.

SummitWest Environmental, Inc. (SummitWest), an S Corporation, CPUC certified woman-owned DBE (#38681), was founded in Glendale, CA in 2010. Our approximately 80 employees, more than fifty of whom are highly qualified technical and field staff, are strategically positioned throughout CA to ensure a local expert can quickly be deployed with little lead time, and service the needs of our diverse client base. In 2020, SummitWest moved its administrative headquarters to Bend, Oregon expanding services into Oregon and Nevada, while maintaining a regional presence in California.

SummitWest respects the pressure that can come with the scale of development that the City is anticipating, along with the rewards that can come when it is implemented comprehensively and cohesively, with appropriate attention to low-income and disadvantaged communities, and an eye towards a sustainable future. For this contract, SummitWest has compiled a comprehensive team of technical experts with both the expertise and availability to be responsive to the City's requests, ensuring on-call projects are a priority and remain on schedule and within budget.

Our team includes Linsey Blake, Principal Project Manager; Ken Davies, Environmental Planning Lead; Veronika Archer, CEQA Project Manager; and Sean Kennings, Planning Services Lead, who bring over 75 years of combined experience in planning and CEQA compliance. With this depth of experience we provide peer strategic CEQA input with an eye on common pitfalls, potential risks, and possible schedule efficiencies providing the City with the best possible approach to CEQA processing and providing guidance that may result in avoidance of legal challenges, extra cost, or delayed schedule.

SummitWest's unique business model allows us to be flexible, versatile, and responsive through superior communication tools and strategies. We are committed to creating a cohesive and collaborative team including the City, the SummitWest administrative team, and technical leads and staff on the contract.

We believe effective communication between each component of the team results in increased responsiveness, cost savings, and adherence to the Project Schedule. SummitWest's team employs communication applications that support our staff in real time and allow instant sharing of project materials between locations. Due to this business model, our staff are highly experienced in team communication irrespective of geographic location. We bring this experience to our clients through responsive communication with accurate project information.

To ensure each project has the requisite technical expertise and adequate support, our in-house team is supplemented by subconsultants with focused technical expertise. Our subconsultants include Evans and

Deshazo providing cultural resources; Geosyntec supporting hydrology and geotechnical needs; MHC providing air and noise expertise; LAK Associates providing planning; and W-Trans providing transportation.

SummitWest is uniquely structured for real time communication with all team members allowing for seamless coordination and providing the City with the experience of one cohesive team. SummitWest will be the Prime Consultant for the City on this Project. In conjunction with the City, SummitWest will act as the authority over the entire team, including all staff, subconsultants, and partners.

Please feel free to contact our Principal Project Manager, Linsey Blake via phone at (530) 386-2951 or via email at linsey@summitwestenv.com to discuss our unique qualifications and environmental consulting services we can provide to the City. SummitWest is committed to meeting the needs and expectations of our clients. We are happy to discuss the assumptions used to develop this scope and work with the City to ensure the needs of the project are met, including budget and schedule.

This proposal will be valid for a period not less than 90 days from the date of submission and SummitWest accepts the terms and conditions of the Consulting Services Agreement.

Sincerely,



Linsey Blake
Principal Project Manager

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A. COMPANY PROFILE

Since 2010, SummitWest, an S Corporation, CPUC certified woman-owned DBE (#38681), has acted as a strategic business partner to clients by providing environmental consulting services. SummitWest's expansive team of specialists offers comprehensive environmental guidance and expertise to inform the permitting, environmental mitigation, and restoration strategies necessary to achieve environmental compliance. Our services include project management, land planning, California Environmental Quality Act (CEQA) / National Environmental Policy Act (NEPA) planning and permitting, waters permitting, field surveys, endangered species consultation, resource monitoring, Climate Adaptation Plans, GIS mapping services, data compilation and analysis, and drone services.

Since its inception and registry in San Diego, California (CA), SummitWest has specialized in providing services tailored towards ensuring environmental compliance for CA clients. SummitWest's client base includes public agencies, government entities and municipalities, utilities, construction contractors, other environmental firms, and private developers. SummitWest staff are strategically positioned throughout CA to ensure a local expert can quickly be deployed with little lead time, and service the needs of our diverse client base. SummitWest moved its administrative headquarters to Bend, Oregon in 2020, expanding services into Oregon and Nevada, while maintaining a regional presence from its offices in California.

EXPERIENCE YOU CAN DEPEND ON:

SummitWest has a long-standing history of being a strategic business partner with clients across California. In 2023 we supported the City of Santa Barbara with implementing comprehensive and sustainable approaches to reducing hazardous fuels and invasive vegetation in their public landscapes while meeting permitting and regulatory requirements. SummitWest has been responsive to the City's changing priorities, accommodating events planned in the open space and quickly providing relevant data for newly considered vegetation management approaches.

Our CEQA Project Manager, Veronika Archer, served as the Project Manager for the County of San Bernardino Department of Public works Master Storm Water System Maintenance Plan program including preparing the Environmental Impact Report. This county-wide program involved the resource agencies and stakeholder interest groups. Through public meetings, responsible and trustee agency meetings, and early consultation with the agencies, this EIR was approved without contest. Ms. Archer also oversaw a large array of technical studies (including watershed analysis, cultural resources assessment, air quality, Endangered Species studies, delineation of jurisdictional waters and wetlands, and sediment transport assessments), ensuring that all technical experts were kept apprised of project changes and schedule updates.

Additionally, our team includes Sean Kennings, a proficient Planning Consultant with over two decades of experience managing land use planning and project entitlements. His motivation lies in orchestrating the successful execution of diverse development projects while navigating complex regulatory landscapes. Sean applies his expertise in environmental review, CEQA/NEPA compliance, and entitlement processing to effectively manage multi-disciplinary teams and facilitate inter-agency coordination, ensuring seamless project approvals. His extensive project portfolio includes notable achievements such as managing streamlined residential developments, overseeing mixed-use developments, and leading environmental impact assessments for significant public and private sector initiatives.

B. ORGANIZATIONAL & STAFFING

The following summary information provides the specialized training, qualifications, experience and professional competence of our key team members as it relates to this contract. Full resumes are included as Attachment B: Team Resumes.

LINSEY BLAKE

Principal PROJECT MANAGER

As the Principal Project Manager and SummitWest's CEQA Program Manager, Linsey will ensure all projects on this contract are allocated the resources necessary for successful completion, on time and budget.

Linsey has over a decade of experience in designing and managing natural resource projects, and over twenty years of wildlife and botanical monitoring, survey, and research experience. Linsey has worked extensively throughout the western U.S. with a wide range of wildlife taxa, including sensitive and listed species. She is well-versed in study design, budgeting, writing technical reports and manuscripts, building effective teams, and mentoring staff. She has served as a point of contact for several large research and monitoring projects and collaborated with clients, contractors, agency personnel, the public, and other stakeholders. Linsey holds an MS in Wildlife Biology, a BA in Environmental Studies and Conservation Biology, and loves collaborating with clients and stakeholders to find solutions that meet their diverse needs.

KEN DAVIES

ENVIRONMENTAL PLANNING SERVICES LEAD

Ken will provide oversight of environmental planning projects on this contract to ensure each project is assessed from a strategic viewpoint and providing input for potential innovation solutions.

Ken is an accomplished, results-focused Program Manager with over 22 years of diverse experience in environmental program leadership, sustainability, land-use planning, environmental compliance, environmental health and safety, energy and water conservation, water reuse, and regulatory agency relationship management in California.

Ken has brought multiple major programs from concept to delivery while passing major policies. He is seasoned in designing, implementing, communicating, evaluating and continually enhancing program strategy and innovative solutions that drive program effectiveness and boost collective input. Notably he spearheaded the daily management and ongoing improvement of an integral community-wide initiative focused on reducing greenhouse gas emissions, saving water, and creating a strong, healthy, and a vibrant community that embraces climate change solutions and a clean energy economy for the City of San Jose. Ken provided strategic leadership and subject matter expertise to numerous concurrent and critical project and program elements, managed a four-member team while stewarding a \$650K+ annual budget, and cultivated, grew, and sustained strong relationships with stakeholders and the community at large.

VERONIKA ARCHER

CEQA PROJECT MANAGER

Veronika will serve as the CEQA project manager on specific projects as requested by the City. She will ensure technical experts have the requisite project description and information needed to complete their analysis, coordinate with support staff to ensure all public scoping and noticing requirements are met, and provide review of each CEQA document to ensure it meets the quality standards of SummitWest as well as adequately addressing the CEQA Appendix G Guidelines.

Veronika has over 20 years' experience providing planning and permitting services in Southern California. Veronika prioritizes fostering positive and long-term relationships with clients and regulators, developing permitting strategies that meet the needs of both the project and the regulating agencies. Her expertise includes CEQA analysis as well as permitting for waters (404/401/1600) and endangered species. Veronika's experience ranges from large county-wide programs to small due diligence, strategy and subject matter expertise support. Veronika feels that every project, large or small, is important and seeks to provide exemplary service on every project.

SEAN KENNINGS

PLANNING SERVICES LEAD

Sean will serve as the point of contact for the City for all On-call Planning Services and will be physically present and available as needed to provide support as described under Proposed Services, Task 2.

Sean has over 20 years of professional experience with public and private planning and design development projects. Sean has extensive experience managing large-scale planning and environmental review projects for various local municipalities over the past ten years. In addition to a strong project management structure, Sean is a highly qualified designer and technical specialist, experienced in the disciplines required for this assignment. Sean received his Masters degree in Urban Planning from Harvard University's Graduate School of Design in 2000 and a Bachelor's degree in Political Science from the University of California, Berkeley.

Sean has extensive experience working on projects in Contra Costa County, Marin County and other Northern California Municipalities. Experience includes reviewing and preparing documents related to conditional use permits, variances, design reviews, major subdivisions, minor subdivisions, rezones, planned developments, specific plans, general plan amendments, annexations, redevelopment plans projects, and public involvement projects similar to the City of Pinole. Examples of relevant project experience are available upon request.

MICHAEL HENDRIX

GHG/AIR QUALITY/NOISE LEAD

Mr. Hendrix has over 28 years of experience involving air quality/greenhouse gas (GHG) emissions, and noise analysis, climate action planning, California Environmental Quality Act (CEQA), and National Environmental Policy Act (NEPA). Michael Hendrix is a Certified Air Dispersion Modeler (Lakes Environmental Certification 2004 to Present) and completed the Air Quality Management Certification through the University of California, Riverside Campus in 2001. He also completed the Environmental Planning Certification through the University of California, Riverside Campus in 2002.

MIGUEL PARAMES, GEOSYNTEC

HYDROLOGY AND GEOTECHNICAL LEAD

Miguel is a registered professional engineer in California with over 17 years of experience in civil and environmental engineering. Miguel has a strong educational background in hydrology and hydraulics including a Master's degree in Civil and Environmental Engineering with a focus on water resource engineering. Beyond his education, his work experience includes hydrologic engineering, hydraulic analysis of rivers and structures, two-dimensional floodplain modeling, dam breach modeling, civil design, EOR services, and construction oversight. Miguel's primary fields of practice include hydrology and hydraulics, civil design, BMP selection and design, construction oversight, construction dewatering and stormwater management specializing in NDPES compliance. Since joining Geosyntec in 2014, his work has focused on civil design, stormwater modeling, erosion and sediment control, regulatory compliance, and post-fire hazard assessments. Miguel is proficient in using several hydraulic and hydrologic computer modeling programs including: HydroCAD, SWMM, HEC-HMS, HEC-RAS, HEC-RAS2D, and FLO-2D.

MARK BROWN

TRAFFIC LEAD

Mark graduated from the University of Southern California in 2000 with a Master of Planning (MPL) and a strong transportation planning emphasis. Originally from the San Fernando Valley of Los Angeles, Mark has been involved in a broad range of transportation projects, having managed numerous transportation impact studies and active transportation master planning efforts across California. His expertise also extends to transit alternatives analysis, traffic planning, environmental impact assessment and mitigation as well as mapping and public outreach. Mark firmly believes in a balanced approach to transportation planning that includes all modes of travel to maximize competitive travel options. His lifelong passion is cartography, and he is especially keen on producing easily understood maps that highlight relevant and critical information for both clients and the public.

SALLY EVANS

CULTURAL LEAD

Sally is a Secretary of Interior-qualified Archaeologist with over 24 years of professional experience in archaeology and CRM. Ms. Evans has an M.A. degree in CRM, a B.A. in Anthropology, and additional training in regulatory compliance, Tribal consultation, bioarchaeology, and GIS. Ms. Evans has prepared over 1,000 technical reports and has contributed to the management of hundreds of cultural resources, ranging from pre contact period archaeological sites to early historic-era settlements, including Mexican-era adobes and Chinese American settlements. Ms. Evans currently sits on the Board of Directors of the American Cultural Resources Association (ACRA).

STACEY DE SHAZO

CULTURAL LEAD

Stacey has an M.A. degree in Historic Preservation, a B.A. degree in Anthropology, and exceeds the Secretary of the Interior's professional qualification standards in Architectural History and History. Ms. De Shazo has over 24 years of experience in identifying and evaluating cultural resources in California. Ms. De Shazo is also highly experienced in managing projects under CEQA, NEPA, and Section 106 of the NHPA,

and has completed hundreds of historic architectural evaluations, as well as historic tax credit projects, Secretary of Interior's Standards reviews, Mills Act applications, and National Register nominations within cities and counties throughout California. Her extensive experience in historic architecture and regulatory compliance within California and her education has allowed her to become an expert and leader in the field of Historic Preservation.

C. DESCRIPTION & APPROACH

PROJECT UNDERSTANDING

SummitWest understands that the City is seeking qualified firms to provide professional city planning services for the Planning Division for a contracted period of up to four years. SummitWest is pleased to provide this proposal for both types of on-call contracts, Environmental Services and As-Needed General Planning Services.

We understand the City has both experienced a substantial uptick in development and major updates to the City's General Plan are in the works. The City is seeking to augment City staff in order to deliver services to the community development and to homeowners while also continuing with its long range planning work. Our team members have provided staff augmentation services to municipalities and understand the unique nature of this work, providing technical expertise while also maintaining the culture and public face that's consistent with the City's approach.

Our Principal Project manager, Linsey Blake, oversees the SummitWest team providing similar staff augmentation services to public utilities including Southern California Edison and Southern California Gas. We work closely with our clients to develop clear communication protocols and document templates so that any materials presented publicly match the voice of the client.

Our Environmental Planning Lead, Sean Kennings, works primarily as an "extension of staff" for a number of municipalities in the Bay Area and is prepared to provide seamless support to the Community so City staff are able to turn their attention to other projects.

PROPOSED SERVICES

The SummitWest Team is qualified to perform all aspects of the on-call environmental and planning services required by this Contract. The following is a summary of the scope of services we are prepared to provide under this Contract.

TASK 1: ENVIRONMENTAL PLANNING SERVICES

Our approach to environmental documents including the preparation of Notices of Exemption, Initial Environmental Study Checklists, Negative Declarations, Mitigated Negative Declarations and Environmental Impact Reports emphasizes a close working relationship with the City and early scoping and project definition, along with compliance with appropriate environmental regulations, including CEQA/NEPA, the Federal Clean Water Act, the Federal Endangered Species Act, California Fish and Game Code, the National Historic Preservation Act, and other applicable statutes and regulations.

TASK 1.A: INITIAL STUDIES & NOTICES OF PREPARATION

The CEQA project will be initiated with a clear understanding of the full project description. The project initiation task is a key element of the work program. Project initiation will include review of existing

information and data sources as identified by the City, including environmental documents completed for surrounding properties, as well as local and regional planning documents. An extremely important part of the CEQA process is to ensure that the project team, including all the technical experts, understand the project description. A detailed project description is key to kicking off the analysis needed for the environmental document and will include not just the on-site project improvements but also off-site improvements that will occur as a result of the project such as construction access, maintenance access, work areas, and staging areas.

Being clear on all potential environmental clearance requirements at project initiation can significantly reduce both schedule and cost. For example, recognizing a project may impact jurisdictional waters and coordinating with the design team to minimize impacts to waters can avoid a redesign requirement during the waters permitting process.

Once the project description has been defined, an IS will be prepared for the CEQA documentation. The task-specific SummitWest Project Manager will work closely with the City to identify the most appropriate path for CEQA and permitting compliance. For example, if a project is likely to have opposition, an EIR may be selected rather than an MND.

In the EIR process, once the IS is prepared, a Notice of Preparation is issued; it is during this 30-day public review period that agencies typically hold their Public Scoping Session. SummitWest will support the City with any necessary public scoping sessions through noticing the public scoping session, preparation of materials, and collecting and cataloging comments. A copy of the Notice of Preparation (NOP) will be sent to all responsible agencies, trustee agencies, and the State Clearinghouse.

TASK 1.B: NOTICES OF DETERMINATION, ELECTRONICALLY FILING WITH THE STATE CLEARINGHOUSE AND PHYSICALLY WITH THE CONTRA COSTA COUNTY CLERK

SummitWest will prepare the Notice of Determination and submit electronically, along with required attachments, to the State Clearinghouse via CEQA Submit as required. SummitWest will also prepare Notices of Intent (NOI) and will support the City in posting the NOI per Section 21092 of the CEQA statutes.

SummitWest's staff includes a robust team of support staff prepared to support this contract with technical editing, preparation and mailing of CEQA notifications, preparing physical documents for local libraries and the City for public viewing, and document submission to responsible and regulatory agencies including the State Clearinghouse.

Our support team is managed by Christina Wenborne who has 8 years of experience in managing CEQA documents. We understand the importance of meeting CEQA notification and distribution requirements and having a team managed by someone who's prepared and produced CEQA documents ensures that the proper process is followed meticulously.

Christina demonstrates an exceptional proficiency in managing a diverse portfolio of over 70 environmental documents, spanning across IS/MNDs, EIRs, Specific Plans, and various technical studies. Her extensive experience in collaborating with the County of Riverside on multifaceted projects, specifically those necessitating public outreach, underscores her adeptness in engaging stakeholders, collecting their feedback, and ensuring comprehensive communication with residents and involved agencies.

TASK 1.C: NEGATIVE DECLARATION AND MITIGATED NEGATIVE DECLARATIONS

The SummitWest team will prepare a Negative Declaration or a Mitigated Negative Declaration depending on the need of the project. The appropriate CEQA document will address all the environmental factors

identified in Appendix G of the CEQA Guidelines, identify potentially significant impacts, and propose appropriate measures to mitigate significant impacts as necessary. The results of any technical studies prepared for the project will be incorporated into the analysis.

For MNDs, the IS becomes the documentation that upholds the agency's Notice of Intent to Adopt a Mitigated Negative Declaration. Typically, MNDs are circulated with the IS for 30 days. MNDs do not require formal response to comments. However, SummitWest would recommend documentation that provides responses to comments so that the City can document in its administrative file that all comments have been "considered" prior to adoption of the MND. SummitWest, with input from the City, will respond to any public comments received during the 30 day public review period.

TASK 1.D: ENVIRONMENTAL IMPACT REPORTS, SUPPLEMENTAL AND SUBSEQUENT EIRS AND EIR ADDENDUMS

The SummitWest Project Manager will work with the City to identify the appropriate CEQA document. If a programmatic or previous CEQA document has been prepared that includes the project, then a subsequent EIR may be the appropriate document. If a project has had changed conditions since the approval of the prior document, an Addendum may be required.

The SummitWest team includes a robust bench of technical experts to support the preparation of an EIR. EIRs will include the following sections: introduction, executive summary, environmental setting, impact analysis (addressing both direct and indirect impacts), cumulative impacts, growth-inducing impacts, alternatives, and references. Individual projects may create the need to modify and add sections to the EIR. Each environmental impact analysis section of the EIR will contain a discussion of the existing conditions, thresholds for significance, potential environmental impacts, recommended mitigation measures designed to reduce or avoid any potentially significant impact(s) identified, and an analysis of significance, in accordance with CEQA Guidelines (14 CCR 15126).

TASK 1.E: TECHNICAL STUDIES SUPPORT

The SummitWest team is prepared to support the City with technical studies for CEQA Documents including biological resources and wetland studies, cultural resources studies, traffic analyses, air quality and GHG analyses, acoustical studies, aesthetics and visual analyses, hydrological, geotechnical and other technical analyses.

SummitWest recommends preparing technical studies with the end goal in mind. A technical study that documents existing conditions is different from a technical study that considers impacts to resources in context of regulations governing those resources. Understanding the CEQA and permitting requirements of a project will inform the analysis provided in a technical study.

Our team includes technical experts with decades of experience in their respective technical area as well as in conducting impacts analyses in accordance with CEQA ensuring the City gets technically accurate studies that meet the requirements of CEQA.

SummitWest's project manager will ensure each technical expert has a complete project description (and updates when needed) so the project stays on schedule and within budget by minimizing updates to technical analyses.

TASK 1.F: MITIGATION MONITORING AND REPORTING PROGRAMS, CEQA FINDINGS, AND STATEMENTS OF OVERRIDING CONSIDERATIONS

The Mitigation, Monitoring and Reporting Program (MMRP) for the CEQA document will be developed at the screencheck final CEQA document stage and will include specific monitoring activities, a reporting system, and criteria for evaluating the success of mitigation measures. Mitigation measures contained in the CEQA document are developed in consideration of future monitoring requirements and will be written in sufficient detail to address impacts at the project level, referencing the appropriate implementing permits, such as grading permits, final maps, and landscape plans.

The MMRP for MNDs is typically prepared after circulation of the MND/IS and is the main tool for the agency to assess and monitor the mitigation measures set forth in the MND.

SummitWest will also assist the City with preparing CEQA Findings and Statements of Overriding Considerations when needed. The Statement of Overriding Considerations is a written statement explaining the specific reasons why the social, economic, legal, technical, or other beneficial aspects of the proposed project outweigh the unavoidable adverse environmental impacts and why the Lead Agency is willing to accept such impacts. This statement shall be based on the final EIR and/or other substantial evidence in the record.

TASK 1.G: PEER REVIEW OF TECHNICAL STUDIES SUBMITTED BY PROJECT APPLICANTS

Our team of experienced experts is qualified to provide peer-review of technical studies in support of CEQA/NEPA analysis. The peer-review will include a review of technical adequacy, identification of potential gaps, and an assessment of compliance with CEQA and local regulations. Our peer-review will ensure documents prepared for the City address the environmental initiatives, policies, and ordinances of the City as well as other regional, state and federal requirements. Results of our peer-review will be provided in a technical memorandum summarizing the findings including guidance on how to correct any errors, recommendations to improve the analyses, and input on permitting strategy as relevant.

TASK 1.H: FACILITATION OF COMMUNITY ENGAGEMENT PROCESSES

SummitWest will support the City with any necessary public scoping sessions through noticing the public scoping session, preparation of materials, and collecting and cataloging comments. The level of community engagement depends on the project and interest or opposition by the community. Veronika Archer, SummitWest CEQA Project Manager, worked with the County of San Bernardino Department of Public Works on a county-wide project. Being the largest County in the United States, public scoping sessions were provided for each of the three distinct geographies of the County. Separate meetings for responsible and resource agencies were also held. The Final EIR was approved without any opposition from the Public.

TASK 1.I: ATTENDANCE AND PRESENTATIONS AT COMMUNITY SCOPING SESSIONS, PLANNING COMMISSION, AND CITY COUNCIL WORKSHOPS AND PUBLIC HEARINGS

SummitWest planning staff and technical experts have decades of experience presenting at community scoping sessions as well as Planning Commission and City Council workshops and public hearings. We understand the importance of providing information in a succinct manner that can be quickly and easily understood by the audience (whether public or City Council). Our staff are able to facilitate meetings for contentious projects and respond to questions and comments.

TASK 2: ON-CALL PLANNING SERVICES

Sean Kennings, Planning Service Lead, is an urban, environmental and regional planner with a range of planning expertise including preparation of public sector planning documents and large-scale master development plans for private clients. With extensive expertise in entitlement processing, public policy evaluation, public participation plans and programs, development plans and written regulations for all types of facilities and communities, SummitWest's team can confidently provide the City of Pinole the experienced environmental review and planning expertise requested, including professional assistance for the following services:

- Project management; plan check review; design review; pre-application processing; project intake; project review; preparation of staff reports; managing of sub-consultants; interaction with the applicant; coordination with other departments/agencies; presentation of projects to decision-making bodies, preparation of final reports or documents, closing of files, and other duties as needed based on the project.
- Peer Review of development applications with regards to General Plan and Zoning compliance
- Specific Plans and Master Plans
- Preparation of Initial Studies/Negative Declarations / Environmental Assessments
- Environmental Review for CEQA/NEPA and document preparation
- Mitigation Monitoring and Reporting Plans
- CEQA Notices and appropriate mailing lists
- General Plan update preparation, review, facilitation, and public outreach
- Zoning Compliance and Permits
- Green Building Review

In addition to our technical expertise on each of the above, we are committed to supporting the City in this augmentation of staff role by being present at City Hall and holding regular office hours; coordinating with other city departments, jurisdictions, and the public; meeting with developers, engineers, property owners, contractors and other individuals to discuss, advice, explain processes and suggest improvements regarding potential projects; writing Planning Commission and City Council staff reports, resolutions, ordinances, and conditions of approval; and giving oral presentations as needed.

TEAM COLLABORATION AND PROJECT MANAGEMENT

SummitWest's culture is to work collaboratively with our clients by maintaining regular and effective communication. SummitWest was born out of providing support on compliance projects. Compliance projects by nature require a high level of responsiveness and clear communication to keep construction on schedule. As a result, SummitWest has developed infrastructure to support our projects with a high level of responsiveness and tools for staff allocation. We have developed communication tools that allow real-team collaboration regardless of staff location and we extend this approach to our sub-consultant team. This means the team will be kept apprised of project changes or other input from the City, minimizing impacts to budget and schedule.

Additionally, SummitWest places high value on a team approach, we recognize the City and the SummitWest team work together to meet the needs of the City. As such, our Project Managers have a high commitment to regular and collaborative communication including but not limited to: holding regular conference calls as needed, preparing agendas to assist teams in clarifying any issues, and proceeding with the work in a unified manner. We use "check-in meetings" with our project teams to allocate resources properly and according to the City's schedule constraints.

The contract will be managed by the administrative team, ensuring task orders are on time and within budget. Budget, schedules, and work products of subconsultants will be reviewed by SummitWest Project Managers prior to receipt by the City so we can validate content and manage document quality and Project Budget and Schedule.

Our Principal Project Manager, Linsey Blake places a high priority on a continuous flow of information, data, instructions, and guidance. She and our Environmental Planning Services Lead, Ken Davies will maintain regular communication with the City by:

- Serving as the point of contact.
- Scheduling regular calls and check-ins with the City's key contact to discuss Project Milestones, activities, and potential issues.
- Holding regular Project Management meetings with key staff to coordinate work efforts, monitor task completion, and review budget conformance.
- Updating, as necessary, the Project Description, Schedule, work progress reports, and inventories of available data so all team members are aware of information that may affect their work products and schedules.
- Documenting and maintaining a record of all communications with the City, including meeting minutes, correspondence, and any relevant Project-related documentation for future reference.

Project management includes weekly oversight of all staff, including subconsultants, and ensuring that tasks are completed on schedule and within budget. All deliverables, including those of subconsultants, will be reviewed by the management team to ensure document quality.

Under this task, SummitWest will provide regular updates to the City on the Project Schedule and action items to keep the City apprised of Project status throughout the course of the work. Each month, SummitWest will provide an invoice incorporating the City's invoicing requirements including a Task Summary containing, for each work task, the name of the person doing the work, the hours spent by each person, and a brief description of the work.

D. SCHEDULE OF WORK

SummitWest has extensive experience managing large projects and teams that require rapid response times, availability, and flexibility in capacity to research, staff, and coordinate work according to the needs of our clients. SummitWest has become an expert at handling unpredictable work requests, scope changes, and updating permitting strategy based on technical analysis results. We have built a streamlined time-saving and cost efficient scheduling system to ensure responsiveness while balancing competing stakeholder needs.

Our team includes a dedicated scheduler that is aware of the availability of technical staff and can allocate staff based on project demands. Our Principal Project Manager, Linsey Blake, will maintain the overall project schedule ensuring team members submit deliverables within the assigned time frame.

Below please find an example schedule for a project requiring an MND with major tasks and timeframes.

Table 1: Sample Project Schedule

PROJECT TASK	TASK DURATION	PROJECT SCHEDULE
Project Initiation and Project Description	30 days	1 month
Technical Studies	60 days	3 months
Administrative Draft Initial Study/MND	45 days	4 ½ months
Administrative Draft Initial Study Review and Revisions	15 days	5 months
Administrative Draft Initial Study Distribution	2 weeks	5 ½ months
IS/MND Public Notices and Distribution	30 days	6 ½ months
Administrative Final Initial Study	30 days	7 ½ months
Final Initial Study Review and Revisions	15 days	8 months
Approval	2 weeks	8 ½ months

E. SUBCONSULTANTS

EVANS & DESHAZO

Evans & De Shazo, Inc. (EDS) is a certified Women Business Enterprise (WBE), Small/Micro Business Enterprise (SBE), and Disadvantaged Business Enterprise (DBE) founded in 2014. EDS specializes in

conducting cultural resource studies in association with environmental analysis of proposed projects that have the potential to impact the environment; carrying out evaluations to address whether a cultural resource (building, structure, object, site, district) is historically significant; identifying adverse impacts to significant cultural resources; and developing and implementing timely and economically viable solutions to resolve or minimize adverse effects to cultural resources. We regularly perform studies in compliance with CEQA, NEPA, Section 106 of the NHPA, and local agency regulations and guidelines. The range of cultural resource types we specialize in includes indigenous and historic period archaeological resources, historic landscapes, and historic buildings, structures, and features of the built environment. We also use GIS to manage and present cultural resource information and assess the historical significance of resources and impacts related to proposed projects that are subject to compliance with state and/or federal regulations. EDS serves federal, state and local agencies, educational facilities, private and municipal utilities, tribal and non-profit organizations, as well as environmental planning, architecture, and engineering firms, and private individuals.



GEOSYNTEC

Founded in 1983, Geosyntec is a fully integrated consulting and engineering firm (organized as a corporation) focused on providing high-value services and solutions for complex problems involving our environment, natural resources, and civil infrastructure.

Core services of our firm include landfill permitting/design/construction and operations support, civil site engineering and design, air quality and compliance services, environmental planning and management, transactional due diligence and consultation, water and natural resources management, geotechnical and



geological analysis and soils engineering, contaminated site assessment and cleanup, toxicology and risk assessment, and program management/value engineering.

LAK ASSOCIATES

LAK Associates is an urban, environmental and regional planning firm based in Corte Madera, CA. LAK's range of planning expertise includes preparation of public sector planning documents and large-scale master development plans for private clients. We also have extensive expertise in entitlement processing; public policy evaluation, and public participation plans and programs. LAK Associates has prepared development plans and written regulations for all types of facilities and communities. LAK Associates can provide the City of Pinole the experienced environmental review and planning expertise requested, including professional assistance for the following services:

LAK Associates LLC

- Project management; plan check review; design review; pre-application processing; project intake; project review; preparation of staff reports; managing of sub-consultants; interaction with the applicant; coordination with other departments/agencies; presentation of projects to decision-making bodies, preparation of final reports or documents, closing of files, and other duties as needed based on the project.
- Peer Review of development applications with regards to General Plan and Zoning compliance
- Specific Plans and Master Plans
- Preparation of Initial Studies/Negative Declarations / Environmental Assessments
- Environmental Review for CEQA/NEPA and document preparation
- Mitigation Monitoring and Reporting Plans
- CEQA Notices and appropriate mailing lists
- General Plan update preparation, review, facilitation, and public outreach
- Zoning Compliance and Permits
- Green Building Review

MICHAEL HENDRIX CONSULTING (MHC)

Michael Hendrix Consulting (MHC) is a dynamic environmental, air quality, sustainability, and climate action planning firm that provides individual solutions to each client. MHC stays up-to-date on the ever-changing requirements pertaining to air quality and climate change. Our clients seek our assistance with their high-priority projects where unique environmental compliance issues need innovative solutions.



MHC is dedicated toward providing useful and implementable strategies within the plans, programs, and projects we work on that increase the health, welfare, and safety of the communities they serve. This reflects our belief that our analyses and plans need to function in a coherent, efficient, and implementable fashion that fits the project and character of the community and local government in which they reside.

W-TRANS

Since 1995 W-Trans has provided traffic engineering and transportation planning services that are inclusive and encompass the mobility needs of all potential users.



W-Trans is particularly skilled in retrofitting existing streets and roads to make walking, bicycling and transit use safer and more convenient while also appropriately managing vehicle traffic. W-Trans staff have honed their skills through experience on a variety of projects ranging from complete street corridors, streetscape improvements, traffic impact analysis, downtown revitalization, circulation elements, and area plans to designing transportation facilities such as traffic signals, roundabouts, bike facilities and pedestrian crossing enhancements to traffic safety and traffic signal operations. W-Trans takes a holistic approach to traffic engineering, realizing that solutions must be more

creative and rely on standards that are continuously evolving. Such efforts must be sensitive to the context of the surrounding land use and community goals to be successful. The company's strength and focus are on balancing the technical needs and functionality of traffic with the desire of communities to create more livable streets and sustainable transportation systems.

F. COST PROPOSAL

SummitWest closely monitors cost and schedule performance. Using the latest available digital project management systems, we maintain accurate, up-to-date budgets and schedules. We have the ability to share cost and schedule details with the City in real time by efficiently and accurately tracking budgets and regularly updating project schedules.

Please see Attachment A for the billing rate sheets for SummitWest and our subconsultants.

G. RESUMES, RELEVANT PROJECTS/SERVICES, REFERENCES

Resumes for our key staff members are included in Attachment B.

REFERENCES

The following references from our key staff members depict the experience and professional competence in areas directly related to planning and environmental services for this contract. A description of the services provided for each listed project can be found below under Project Experience.

CLIENT	CONTACT	REFERENCE FOR
County of San Bernardino Dept of Public Works 825 E. Third St San Bernardino, CA 92415	Michele Derry Supervising Planner, Environmental Mgmt Division C: (909) 567-1545 mderry@dpw.sbcounty.gov	Veronika Archer, SWE CEQA Lead/Regulatory Specialist Master Storm Water System Maintenance Program As-Needed Environmental Services 2014-2021
City of Santa Barbara Parks and Recreation Dept 620 Laguna St. Santa Barbara, CA 93101	Monique O'Conner City Planner C: (805) 560-7576 mconner@santabarbaraca.gob	Linsey Blake, SWE Principal Project Manager Hazardous Fuels Reduction Project - 2023
City of American Canyon 4381 Broadway St, STE 201 American Canyon, CA 94503	Jason Holley City Manager C: (707) 647-4351	Sean Kennings, LAK Associates Watson Lane Annexation - City Initiated Annexation

City of Larkspur 400 Magnolia Avenue Larkspur CA 94939	Elise Semonian Community Development Director C: (415) 927-5110	Sean Kennings LAK Associates Magnolia Village -SB 330 Multi-Use Residential / Commercial
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PROJECT EXPERIENCE

Master Storm Water System Maintenance Program, San Bernardino County Flood Control District (District), San Bernardino, CA

Veronika Archer was the Project Manager overseeing the preparation of the environmental documentation (in compliance with both CEQA and NEPA) and all necessary technical studies and obtaining the permits for this long-term County-wide project. The District is obtaining long-term (20-year) permits from the resource agencies, including the ACOE, CDFW, and State Water Resources Control Board (SWRCB), for the routine operations and maintenance of all flood control facilities within the County. Veronika oversaw the completion of the Maintenance Plan, the Draft and Final EIR and associated technical studies including biological resources technical report, delineation of jurisdictional waters, watershed mapping, air quality and greenhouse gas analysis, noise assessment, hazards assessment, and conceptual mitigation plan. Veronika facilitated early consultation with all involved agencies and oversaw the preparation and submittal of all permit application to the resource agencies including an Individual Permit from the ACOE, a Water Quality Certification and/or Waste Discharge Requirement from the SWRCB, a Master Streambed Alteration Agreement from CDFW, and Incidental Take Permits from the USFWS and CDFW. Despite early public comments raising concerns about removal of habitat within District facilities, the EIR was approved without contest.

City of Santa Barbara, Hazardous Fuels Reduction Project, Santa Barbara, CA (2023)

SummitWest was commissioned by the City to conduct comprehensive biological surveys necessary to support Hazardous Fuels Mitigation and inform recommendations that will mitigate wildfire risk while also improving greenspaces. The field work included pre-project surveys for special status plant and wildlife species, wildlife habitat, and sensitive natural communities, both existing and with potential to occur. These surveys are vital to be able to avoid significant impacts to any sensitive species or habitat that are present within and around the 594 total acres during project activities. Of similar importance, biologists conducted surveys locating invasive plant species to effectively and efficiently target their removal as well as minimize their spread during project implementation. Analyses of field findings fueled the writing of seven Biological Resources Assessment Reports, which included recommended avoidance and minimization measures that may also serve to identify areas for potential restoration projects in the future. A comprehensive GIS data package was also prepared, in support of the City's preparation of required planning documents.

Southern California Gas (SoCal Gas) Company L4000 Hydrotest: Habitat and JD Waters Mapping, San Bernardino County, CA

SummitWest is in its second year of ongoing support to SoCal Gas for a 30+ mile segment pipeline in need of pressure testing located near San Bernardino, California. SummitWest has provided full project

management, study design, GIS expertise, field staffing, and report writing for the L4000 Hydrotest project. This multi-month project has required contributions from a talented team of SummitWest project managers, qualified wildlife biologists, jurisdictional waters delineators, and GIS analysts. Hannah Chickering managed protocol level surveys for special status species for California gnatcatcher as well as mapping and preparing a letter survey report. Lead GIS Analyst Jesse Haag provided GIS mapping services. Field work included habitat mapping for 22 species of sensitive wildlife and plant species, nesting bird surveys, protocol level surveys for California gnatcatcher, mapping of 20 discrete vegetative communities, and jurisdictional waters mapping. Final reporting has included a complete JD Waters Delineation report and a Biological Constraints Analysis.

City of American Canyon, Watson Lane Annexation - City Initiated Annexation, American Canyon, CA (2022-2024)

LAK Associates was contracted by the City of American Canyon to manage a proposed annexation for the City's Urban Growth Boundary. Issues of concern including rezoning of agricultural parcels to residential and industrial as well as issues related to a new.

City of Larkspur, Magnolia Village -SB 330 Multi-Use Residential / Commercial, Larkspur CA (2021-2023)

LAK Associates was contracted by the City of Larkspur to manage a 20-unit SB 330 streamlined mixed-use residential development in Larkspur. Issues of concern are managing community expectations related to streamlined housing applications and issues specific to height and design characteristics.

H. REQUIRED STATEMENTS

1. This proposal will be valid for a period not less than 90 days from the date of submission and all information provided within the proposal is true and correct.
2. We hereby attest that neither SummitWest Environmental nor the included subconsultants possess an actual, apparent, direct or indirect, or potential conflict of interest relative to the services to be provided under this agreement.
3. SummitWest agrees to and can meet the indemnification and insurance requirements contained in the Standard Contract.
4. Nothing contained in the submitted proposal will be proprietary.
5. SummitWest acknowledges that all documents submitted to the City in connection with the proposal are subject to the California Public Records Act and may be disclosed without notice.
6. SummitWest does not propose any exceptions, alterations or amendments to the Scope of Services or other requirements of this RFP, including the Standard Contract (RFP Attachment A).
7. None of the following circumstances apply: pending bankruptcies, liens, stop payment notices, judgments, lawsuits, arbitrations, mediations, foreclosures, or any similar actions filed or resolved in the past seven (7) years. There have been no instances where a client terminated a contract due to a breach.

ATTACHMENT A:
HOURLY RATE SHEETS

SummitWest Fee Schedules

2024 SummitWest Fee Schedule

Principal Project Director (Linsey Blake).....	\$308.00/hr
Senior Specialist IV	\$286.00/hr
Senior Specialist III.....	\$258.00/hr
Senior Specialist II (Ken Davies).....	\$242.00/hr
Senior Specialist I (Veronika Archer).....	\$220.00/hr
Specialist V.....	\$193.00/hr
Specialist IV.....	\$171.00/hr
Specialist III.....	\$149.00/hr
Specialist II.....	\$121.00/hr
Specialist I.....	\$110.00/hr
Analyst IV.....	\$143.00/hr
Analyst III.....	\$116.00/hr
Analyst II.....	\$105.00/hr
Analyst I.....	\$83.00/hr
Technician V.....	\$215.00/hr
Technician IV.....	\$171.00/hr
Technician III.....	\$149.00/hr
Technician II.....	\$100.00/hr
Technician I.....	\$80.00/hr
Assistant II.....	\$77.00/hr
Assistant I.....	\$66.00/hr

Billing rates will be valid for the duration of the contract. SummitWest reserves the right to adjust the billing category of individual staff throughout the course of the contract as their skill level changes. Billing categories will remain consistent throughout the duration of a specific project or task order as provided in task order specific budgets.

Material and Outside Services – Rental of special equipment, special reproductions and blueprinting, outside data processing and computer services, etc., are charged at 1.0 times the direct cost.

Invoices, Late Charges – All fees will be billed to Client monthly and shall be due and payable upon receipt. Invoices are delinquent if not paid within 30 days from the date of the invoice. Client agrees to pay a monthly late charge equal to 1% per month of the outstanding balance until paid in full.

Per Diem Meal Rates will be charged as follows:

- a. Payment for meal expenses is \$60.00 per day, including tax and gratuity.

Hotel Per Diem will be charged as follows:

- a. Payment for hotels is \$250 per night.

Mileage - Mileage will be billed at the current IRS rate.

Travel Time - Travel time will be billed as follows:

- a. If not lodging overnight, travel time and mileage to and from home base to project site as well as actual miles drive within the project site will be billed.
- b. If lodging overnight, travel time and mileage to and from home base to project site will be billed on the day of travel to and from the project site.

Other Direct expenses - Direct expenses other than those listed above, including subcontractor fees, are subject to a 10% administrative markup.

Michael Hendrix Fees for Professional Services

Hourly Contracts

Professional services shall be provided on a time and materials basis at current hourly rates (\$195/hr). Hourly rates are subject to review at least annually on or about June 1 of each year, and may be adjusted to reflect changing overhead costs, at my discretion, at that time.

Direct costs shall be reimbursed and are not included in the hourly fee for professional services.

LAK ASSOCIATES, LLC 2024 SCHEDULE OF CHARGES

PERSONNEL

<u>DESCRIPTION</u>	<u>RATE</u>
Principal Planner	\$265/hour
Project Manager / Senior Planner	\$225/hour
Associate Planner / Arborist	\$185/hour
Drafting / AutoCAD / Graphics.....	\$85/hour
Administration.....	\$75/hour
Miscellaneous Labor	\$60/hour

REIMBURSABLES

The following are reimbursable expenses in addition to the consultant's compensation that include actual expenditures made by the consultants for the project:

- Cost of printing or duplication of drawings, specifications, reports and cost estimates.
- Long distance phone charges.
- Postage and delivery charges.
- Fees for local licenses and permits required to perform professional services.
- Fees for consultant services and subcontractors retained with approval of client.

TRAVEL

Travel, lodging, and out-of-pocket expenses for authorized travel that is part of the contract. Vehicle travel at \$0.60 per mile, plus tolls and parking fees. Travel time billed at hourly rate.

GEOSYNTEC CONSULTANTS 2024 U.S. RATE SCHEDULE

	<u>Rate/Hour</u>
Staff Professional	\$155
Senior Staff Professional	\$180
Professional	\$205
Project Professional	\$230
Senior Professional	\$255
Principal	\$275
Senior Principal	\$295
Technician I	\$ 82
Technician II	\$ 89
Senior Technician I	\$100
Senior Technician II	\$107
Site Manager I	\$120
Site Manager II	\$132
Construction Manager I	\$142
Construction Manager II	\$152
Senior Designer	\$190
Designer	\$160
Senior Drafter/Senior CADD Operator	\$145
Drafter/CADD Operator/Artist	\$130
Project Administrator	\$ 85
Clerical	\$ 70
Direct Expenses	Cost plus 10%
Subcontract Services	Cost plus 12%
Specialized Computer Applications (per hour)	\$ 12
Personal Automobile (per mile)	Current Gov't Rate

Rates are provided on a confidential basis and are client and project specific.
Unless otherwise agreed, rates will be adjusted annually based on a minimum of the Producer Price Index
for Engineering Services.
Rates for field equipment, health and safety equipment, and graphical supplies presented upon request.
Construction management fee presented upon request.

Evans & DeShazo

2024 FEE SCHEDULE

STAFF POSITIONS/HOURLY RATES

Historic Preservation Specialist	\$200.00/hour
Cultural Resource Specialist	\$200.00/hour
Project Manager	\$150.00/hour
Principal Architectural Historian	\$165.00/hour
Architectural Historian	\$130.00/hour
Principal Archaeologist	\$165.00/hour
Senior Archaeologist	\$130.00/hour
Archaeologist	\$95.00/hour
Historian/Researcher	\$95.00/hour
Archaeological Laboratory Analyst	\$90.00/hour
Archaeological Field/Lab Technician	\$75.00/hour
Technical Editor	\$115.00/hour
Geographic Information System (GIS) Specialist	\$115.00/hour
Oral Historian/Ethnographer	\$150.00/hour
Paleontologist	\$155.00/hour
Bioarchaeologist / Osteologist	\$155.00/hour
Zooarchaeologist (Faunal Analyst)	\$155.00/hour
Geoarchaeologist	\$155.00/hour

DIRECT COSTS

General & Administrative Fees	12%
Subconsultant Management Fee	10%
Expedite Fee	25%
Travel/Per Diem	GSA Rates
Equipment	Billable based on specialized needs; otherwise, inclusive



Fee Schedule

2024 Staff Billing Rates

Position	Billing Rate (per hour)
Senior Principal	\$300 – \$375
Principal	\$230 – \$300
Senior Engineer/Planner	\$195 – \$230
Engineer/Planner	\$175 – \$200
Associate Engineer/Planner	\$155 – \$180
Assistant Engineer/Planner	\$130 – \$155
Technician/Administrative	\$120 – \$155
Intern	\$30 – \$80
Field Technician	\$30 – \$75

2024 Expense Charges

Item	Charge
Mileage	\$0.74/mile*
Services and Expenses	10% surcharge

These rates are valid for work performed prior to December 31, 2024. Work performed after January 1, 2025, and any subsequent year may be billed at the revised rates established for that year.

* Mileage charge will be based on the IRS Standard Mileage Rate (set at \$0.67/mile effective January 1, 2024) plus 10 percent.

ATTACHMENT B:
TEAM RESUMES



CONTACT:

(530) 386-2951

linsey@summitwestenv.com

Bend, OR

EDUCATION:

M.S., Wildlife Biology, Utah State University, Logan, UT, 2010

B.A., Conservation Biology & Environmental Studies, Middlebury College, VT, 1999

SPECIES EXPERTISE*:

**Species with > 40 hrs field experience*

- Spotted owl
- Bald eagle
- Kit fox
- Northern goshawk
- Southwestern willow flycatcher
- American marten
- Fisher
- Piping plover
- Least tern
- Mountain lion

EXPERTISE:

- Project Management
- Leadership
- Data Analysis
- Wildlife Surveys and Research
- Botanical Surveys and Research
- GIS
- Wildlife Capture and Chemical Immobilization

LICENSES AND PERMITS:

- First Aid and CPR Certified
- Wildlife Capture with Drugs
- Aviation Special Use - Helicopter

MEET LINSEY:

Linsey has over a decade of experience in designing and managing natural resource projects, and over twenty years of wildlife and botanical monitoring, survey, and research experience. Linsey has worked extensively throughout the western U.S. with a wide range of wildlife taxa, including sensitive and listed species. She is well-versed in study design, budgeting, writing technical reports and manuscripts, building effective teams, and mentoring staff. She has served as a point of contact for several large research and monitoring projects and collaborated with clients, contractors, agency personnel, the public, and other stakeholders.

Linsey holds an MS in Wildlife Biology, a BA in Environmental Studies and Conservation Biology, and loves collaborating with clients and stakeholders to find solutions that meet their diverse needs.

ENERGY AND UTILITIES PROJECT EXPERIENCE:

SoCalGas with Rincon, On-Call O&M Services, Southern CA

2023 - 2024

Senior Project Manager. Provided high-level project management of various on-call, and often short-notice, biological services including nesting bird and pre-construction surveys, monitoring, and administering of WEAP training.

SoCalGas with Rincon, PSEP L4000 Hydrotest Habitat Mapping and Jurisdictional Waters Delineation, California Gnatcatcher Surveys, Southern CA

2022 - 2024

Senior Project Manager. Managed all aspects of this large-scale project which included rare plant, vegetation community, and wildlife habitat surveys, protocol-level California gnatcatcher surveys, and a jurisdictional waters delineation. Submitted bi-weekly project updates with associated spatial data, completed an extensive Biological Constraints Analysis Report, and coordinated submission of Jurisdictional Assessment. Coordinated with the client to quickly accommodate changes to project schedule, footprint, and task orders. Managed subcontractors and field team.

Southern California Edison (SCE) with Rincon, Bird and Bat Mitigation and Management Plan, Southern CA

2023

Senior Project Manager. Provided high-level oversight of development of Bird and Bat Mitigation Plan in support of SCE's Cal City Substation 115 kV Upgrade Project. The plan included procedures to comply with federal and state regulations and permits.

PROFESSIONAL REGISTRATIONS AND AFFILIATIONS:

- The Wildlife Society
- Oregon Chapter of the Wildlife Society

Southern California Edison (SCE) with Rincon, Nesting Bird and Burrowing Owl Mitigation and Management Plans, Southern CA

2023

Senior Project Manager. Provided oversight of development of Nesting Bird and Burrowing Owl Management and Mitigation Plans in support of SCE's Substation 115 kV Upgrade Project. Plans included mitigation measures in accordance with CEQA and will be reviewed by the California Department of Fish and Wildlife (CDFW), Bureau of Land Management (BLM), and the California Public Utilities Commission (CPUC).

Southern California Edison (SCE) with Rincon, Cal City Rare Plant Surveys Cal City, CA

2023

Senior Project Manager. Managed rare plant surveys in support of SCE's Cal City Substation 115 kV Upgrade Project. Accommodated short-notice scheduling changes and adjustments to survey footprint. Prepared thorough technical reports incorporating survey findings and associated GIS data.

Southern California Edison (SCE) with Rincon, Del Valle Rare Plant Surveys, Del Valle, CA

2023

Senior Project Manager. Managed protocol rare plant surveys within the proposed Del Valle Substation project area. Prepared and submitted technical reports with survey findings and associated GIS data.

NATURAL RESOURCES PROJECT EXPERIENCE:**City of Springfield, Urban Growth Boundary Expansion, Western OR**

2022 - 2023

Senior Project Manager. Managed Local Wetlands Inventory, a Riparian Corridor Assessment, and a wildlife habitat assessment to address the requirements of Oregon Statewide Planning Goal 5 within the City of Springfield's Urban Growth Boundary Expansion areas.

City of Santa Barbara Hazardous Fuels Mitigation Project, Botanical Surveys and Habitat Assessment, Santa Barbara, CA

2023

Senior Project Manager. Provided high-level oversight of rare plant, invasive plant, vegetation communities, and special status wildlife species and habitat across seven open space parks in support of the City of Santa Barbara's Hazardous Fuels Mitigation Project. Supervised the production of comprehensive Biological Resource Assessment Reports (BRAs).

Midpeninsula Regional Open Space District, Bear Creek Redwoods Biomonitoring, Central CA

2023

Senior Project Manager. Provided high-level oversight to biological and compliance monitoring during tree removal project in accordance with Midpeninsula's Resource Management Policies and Best Management Practices. Special status species included San Francisco dusky-footed woodrat, western pond turtle, California red-legged frog, California giant salamander, Santa Cruz black salamander, and Townsend's big-eared bat.



Resources Conservation District of Monterey County, Wildlife, Botanical, and Cultural Surveys, Los Padres National Forest, CA

2022 - 2024

Senior Project Manager. Managed a multifaceted project in support of the Los Padres National Forest Strategic Community Fuelbreak Improvement Project. Coordinated pre-construction protocol surveys for California spotted owl, marbled murrelet, California tiger salamander, California red-legged frog, and foothill yellow-legged frog. Managed rare plant surveys. QC'd and analyzed project data, submitted progress reports with associated spatial data, and collaborated closely with client, stakeholders, and subcontractors. Managed SummitWest staff who are providing nesting bird surveys and construction monitoring for seamless project implementation.

Habitat Restoration, EarthCorps, Puget Sound Region, WA

2007 - 2009

Program & Project Manager. Developed and implemented habitat restoration projects in the Puget Sound region. Collaborated with clients and stakeholders to achieve project objectives. Developed and managed work plans, budgets, and allocated human, financial, and material resources. Communicated through written reports and oral presentations. Led project safety meetings. Supervised and trained 20 crew leaders, corps members, and logistics staff.

WATERS PROJECT EXPERIENCE:

Los Angeles Department of Water and Power (LADWP) with SWCA

2023

Senior Project Manager. Provided high-level oversight to projects in support of the LADWP's work including construction monitoring, WEAP training, existing conditions, and special status species surveys.

Southern California Edison (SCE) with AECOM, Aquatic Field Checks, Southern California

2023 - 2024

Senior Project Manager. Provided high-level oversight to Aquatic Field Checks including preliminary reports, delineations and habitat assessments for SCE. Oversaw client communications and submission of deliverables including preliminary data, JD reports, and habitat assessments.

Southern California Edison (SCE) with AECOM, Vegetation Management (VM) Delineations, Southern California

2023 - 2024

Senior Project Manager. Provided high-level oversight to Aquatic Field Checks including preliminary reports, delineations and habitat assessments for SCE. Oversaw client communications and submission of deliverables including preliminary data.

Southern California Edison (SCE) with ERM, Aquatic Field Check, Southern California

2023 - 2024

Senior Project Manager. Provided high-level oversight to Aquatic Field Checks including preliminary reports for SCE. Oversaw client communications and submission of deliverables including preliminary data.

FEDERAL PROJECT EXPERIENCE:

Mosquito Fire BEAR Invasive Plant Survey and Treatment with GeomorphIS, Central CA

2023



Senior Project Manager. Provided high-level oversight of invasive plant surveys and treatments as part of the Burned Area Emergency Response (BAER) Early Detection Rapid Response (EDRR) Invasive Plant Survey and Treatment project. Surveys and treatments occurred across 76,000 acres of the Eldorado and Tahoe National Forest. Oversaw submission of technical reports and associated GIS data.

Angeles National Forest (ANF) Botany Surveys, Southern CA

2022 - 2023

Senior Project Manager. Managed rare plant, invasive plant, and sensitive vegetation community surveys in support of the Angeles National Forest multiple fuels reduction project. Worked with Client on schedule and scope adjustments based on storm-related access issues. Submitted deliverables including reports and GIS data.

Spotted Owl, Bald Eagle, Northern Goshawk, Willow Flycatcher Surveys, USFS, Sierra National Forest, Northern CA

2005

Wildlife Crew Leader. Coordinated and implemented protocol wildlife survey. Supervised, and scheduled field technicians. QA/QC'd data. Wrote annual completion reports.

American Marten and Fisher Surveys, USFS, Various National Forests, Central and Northern CA

2002 - 2004

Wildlife Crew Leader. Coordinated and implemented surveys to detect mustelids in six California national forests. Trained and supervised technicians. Coordinated with other crew leaders and agency personnel to accomplish project objectives, QA/QC and archived data.

Kit Fox and Coyote Surveys and Monitoring, Dugway Proving Grounds, Central UT

2001

Wildlife Biologist. Implemented telemetry and den surveys for kit fox and coyote populations. Collected and analyzed scat to determine diet.

Avian Point Count and Mist Net Surveys, Point Reyes Bird Observatory, Lassen National Forest, Northern CA

2000

Wildlife Biologist. Conducted point count and mist net surveys to determine occupancy and status of avian populations.

RESEARCH PROJECT EXPERIENCE:

Arizona Game and Fish Department, Assessment of Grassland Restoration Techniques, Northern and Southwestern AZ

2020 - 2022

Senior Research Biologist. Developed research study to assess grassland restoration techniques efficacy. Ensured compliance with environmental and cultural resource laws. Coordinated field staff, contractors, and volunteers to conduct four survey sessions across 26 sites. Managed data collection, storage, and analysis.

Arizona Game and Fish Department, Terrestrial Research Branch, Central AZ

2019 - 2022

Senior Research Biologist. Designed and implemented research projects to meet agency management information needs for species including Mexican gray wolf and black bear. Managed and scheduled field staff, contractors, and volunteers. Coordinated with BLM, USFS, Arizona State Land Department,



Department of Defense, and private landowners. Successfully met reporting requirements of external agencies.

Nebraska Game and Parks Commission, Cougar Research Program, Western NE

2015 - 2019

Research Biologist. Managed cougar research program. Cooperated with internal personnel, external agencies, and private landowners to conduct research. Supervised the capture, immobilization, and GPS collaring of cougars. Scheduled and supervised technicians and houndsman. Conducted depredation field visits and reports and coordinated scat detection dog surveys. Developed study databases and field protocols. Used ArcGIS, Python, and Microsoft Excel to organize and analyze data.

Utah State University, MS Thesis Research, Foraging Ecology and Modeling Habitat use of Cougars, Southern MT, Northern WY

2010 - 2013

Graduate Research Assistant. Coordinated research examining foraging ecology and modeling habitat use of cougars in the Pryor Mountains of Montana and Wyoming. Collaborated and maintained permits with NPS, BLM, USFS, Wyoming Game and Fish Department, and Montana Fish Wildlife and Parks. Scheduled and supervised field technicians and houndsmen. Extensive use of ArcGIS, the Microsoft Office Suite (Access, Excel, Powerpoint, Word), R, and Python to manage and analyze project data. Prepared written progress and completion reports including an MS thesis and peer-reviewed publications.

PUBLICATIONS:

DeMatteo, K.D., L.W. Blake, J.K. Young, and B. Davenport. 2018. Scat detection dog surveys: How behavior of nontarget species affects perceived accuracy. *Scientific Reports* 8(1).

Blake, L.W., and E.M. Gese. 2016. Cougar predation rates and prey composition in the Pryor Mountains of Wyoming and Montana. *Northwest Science* 90(4).

Blake, L.W., and E.M. Gese. 2016. Resource selection by cougars: Influence of behavioral state and season. *The Journal of Wildlife Management* 80(7).



CONTACT:

(408) 318-0629
kendavies1963@yahoo.com
Bend, OR

EDUCATION:

M.S., Environmental Sciences,
San Jose State University, San Jose
CA

B.S., Business Administration,
Cal Poly Pomona, Pomona CA

A.A., General Education, Orange
Coast College, Costa Mesa CA

EXPERTISE:

- Program Development & Management
- Project Management
- Policy Development
- Sustainability Strategy
- Team Leadership & Mentoring
- Regulatory Management & Environmental Permitting
- Staff Training & Development
- Stakeholder & Community Engagement
- Contract Management
- Process Development & Improvement

PROFESSIONAL REGISTRATIONS, AFFILIATIONS AND AWARDS:

- Registered Environmental Manager (REM)
- Honoree, SPUR Impact Award for Building Electrification
- Principal Member, Urban Sustainability Directors Network (USDN)

MEET KEN:

Ken is an accomplished, results-focused Program Manager with over 22 years of diverse experience in environmental program leadership, sustainability, land-use planning, environmental compliance, environmental health and safety, energy and water conservation, water reuse, and regulatory agency relationship management.

Ken has brought multiple major programs from concept to delivery while passing major policies. He is seasoned in designing, implementing, communicating, evaluating and continually enhancing program strategy and innovative solutions that drive program effectiveness and boost collective input.

CAREER EXPERIENCE:

City of San Jose, Deputy Director of Climate Smart San Jose, San Jose, CA

Spearhead the daily management and ongoing improvement of an integral community-wide initiative focused on reducing greenhouse gas emissions, saving water, and creating a strong, healthy, and a vibrant community that embraces climate change solutions and a clean energy economy. Provide strategic leadership and subject matter expertise to numerous concurrent and critical project and program elements. Manage a four-member team while stewarding a \$650K+ annual budget. Cultivate, grow, and sustain strong relationships with stakeholders and the community at large.

- Led the City in becoming the largest US city to adopt a natural gas ban for new construction in all building types.
- Directed the adoption and implementation of a nationally recognized electrification-friendly "Reach Code" that exceeds the State's Title 24 requirements, including a prohibition on natural gas connections for some building types and robust implementation of electric vehicle charging infrastructure.
- Managed the adoption of a new building performance ordinance to better track and incentivize energy and water efficiency in existing commercial and multi-family buildings, with a goal of improving efficiency by 20% or more.
- Oversaw the launch of an equity-focused community engagement plan that optimizes community value via greenhouse gas reduction strategies and the introduction of human health drivers and generational equity concepts; directed an accompanying launch of an informative and engaging web platform in English, Spanish, and Vietnamese.

City of San Jose, Sustainability & Compliance Manager, San Jose, CA

Led division-wide activities with a keen emphasis on regulatory compliance subject area advancement. Supported numerous concurrent climate change, energy efficiency, and conservation programs and subsequent initiatives.

- Led a PG&E grant-funded Silicon Valley Energy Watch project and NRDC grant-funded City Energy Program.
- Supported the design, development, and adoption of the Climate Smart San José plan, the department's key legislative advocacy program, and the creation and implementation of a Community Choice Aggregation program within the City, among other key efforts.
- Led, developed, and supported 26 cross-functional full-time staff while managing a \$1M+ budget.

City of San Jose, Environmental Compliance Officer, San Jose, CA

Promoted to manage the section encompassing the Municipal Environmental Compliance group, the Environmental Health and Safety Group, and the Land-use Planning Group. Led and mentored staff deployed to City-owned Leaking Underground Storage Tank (LUST) sites, closed municipal landfills, and Phase I/II Environmental Clearances.

- Additionally, oversee work to advance the California Environmental Quality Act (CEQA) analysis and various resource agency permitting requirements on capital projects and land-use decisions throughout the region.
- Managed a team of 10 full-time staff while controlling over \$650K in funding and related resources.
- Directed key department-wide EHS efforts and consultant work that improved workplace safety.

City of San Jose, Supervising Environmental Services Specialist, San Jose, CA

Played a critical role in developing and supporting the adoption of a \$6M 30-year plant master plan and a \$2.4M recycled water master plan for the City. Effectively managed a \$2.2M consultant contract for a CEQA/EIR process and an additional \$2.4M consultant contract and stakeholder process in support of the South Bay Water Recycling Program.

- Consistently recognized for developing innovative solutions reflective of wildlife habitat preservation, marsh restoration, and long-term economic development impact.

City of San Jose, Supervising Environmental Services Specialist, San Jose, CA

Initially joined the City to oversee the development and implementation of an ISO 14001-certified Environmental Management System for multiple different geographic locations. Developed critical operational controls and emergency response procedures, sourced and secured key partnerships to achieve desired outcomes and prioritize emissions reductions, and coordinated research into alternative fuels and vehicles.

- Spearheaded multiple third-party environmental compliance audits and corrective actions during tenure.
- Enabled ongoing cost savings and greenhouse gas reductions by developing successful first-cycle environmental management programs and supportive processes.
- Facilitated an operational effectiveness course within the Environmental Services Department University.



MEET VERONIKA:

Veronika specializes in the intersection of natural resources and environmental compliance, supporting clients to obtain permits for impacts to waters and species. Veronika prioritizes fostering positive and long-term relationships with clients and regulators, developing permit and mitigation strategies that meet the needs of both the project and the regulating agencies.

CONTACT:

(909) 677-3775

veronika.archer@summitwestenv.com

EDUCATION:

B.S., Biology, Ecology and Evolution University of Rochester, 1996

EXPERTISE:

- Delineation of Jurisdictional Waters (20 yrs)
- Project Management (20 yrs)
- Regulatory Permitting (20 yrs)
- Botanical and Rare Plant Surveys (10 yrs)
- CRAM

PROFESSIONAL DEVELOPMENT:

- Basic Wetland Delineation
- Advanced Hydric Soils
- Plant Identification for Coastal Southern California
- California Rapid Assessment Method Workshop

Veronika has over 20 years' experience providing natural resource and regulatory compliance consulting services including preparing California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) documents and regulatory compliance documents under the Clean Water Act (CWA), Sections 404 and 401; the federal Endangered Species Act (ESA), Sections 7 and 10; California State Porter-Cologne Act; California ESA (CESA); and California Fish and Game Code Sections 1600–1616.

While Veronika's experience spans a broad array of projects, her focus for the second half of her career has been primarily with public sector clients including Flood Control Districts, Regional Parks and Open Space, and utility clients.

PROJECT EXPERIENCE:

San Bernardino County Flood Control District, Master Storm Water System Maintenance Program, San Bernardino, CA (2014-2021)

Project Manager/Subject Matter Expert The District is obtaining long-term (20-year) permits from the resource agencies, including the ACOE, CDFW, and State Water Resources Control Board (SWRCB), for the routine operations and maintenance of all flood control facilities within the County. Veronika was the Project Manager overseeing the preparation of the environmental documentation (in compliance with both CEQA and NEPA) and all necessary technical studies and obtaining the necessary permits including an Individual Permit from the ACOE, a Water Quality Certification and/or Waste Discharge Requirement from the SWRCB, a Master Streambed Alteration Agreement from CDFW, and Incidental Take Permits from the USFWS and CDFW.

Client Reference *San Bernardino County Flood Control District, Michele Derry, (909) 567-1545 mderry@dpw.sbcounty.gov*

San Bernardino County Special Districts, Snowdrop Road Improvements, Highland, CA (2020-2021)

Project Manager/Subject Matter Expert Veronika reviewed existing delineation of jurisdictional waters and biological technical report and determined an error regarding the analysis of significant impacts had been made that was causing a substantial financial burden to the client. Veronika oversaw field surveys, prepared a revised impact analysis, and oversaw an Addendum to the Mitigated Negative Declaration which allowed a substantial reduction in mitigation for the client. Permits were received from the ACOE, RWQCB, and CDFW for impacts to waters and listed species.



Client Reference *San Bernardino County Special Districts, Nancy Sansonetti, (909) 387-1866
nancy.sansonetti@dpw.sbcounty.gov*

County of San Bernardino, Special Districts, As-Needed Services, San Bernardino County, CA (10/2020 - 6/2021)

Project Manager As Project Manager on this as-needed contract, Veronika successfully implemented several quick turn-around as needed task orders including nesting bird surveys in support of geotechnical borings and emergency permit services in support of a tunnel repair project.

City of Riverside Public Works Department, As-needed Contract, Riverside, CA. Operations and Maintenance Permits (2019)

Lead Biologist Ms. Archer supported the Department with input on biological compliance and regulatory permitting. Two examples are the Tequesquite Creek project and the Santa Ana River Trail Repair Project. On the Tequesquite Creek project, Ms. Archer assisted the Department with vegetation mapping and delineation of jurisdictional waters within a portion of Tequesquite Creek that will be maintained as part of routine operations activities. The studies were prepared in support of a CEQA document and subsequent permit applications.

For the Santa Ana River Trail repair project, a sink hole in the trail was creating a hazard for trail users and had the potential to cause damage to the adjacent highly trafficked road. Ms. Archer conducted a species habitat assessment, vegetation mapping, and a delineation of jurisdictional waters. On both projects, Ms. Archer advised the Department on permitting and agency coordination.

Riverside County Regional Park and Open Space District, Mockingbird Canyon to Harford Springs Regional Trail, Riverside County, CA (2011)

Project Manager The County of Riverside Regional Park and Open Space District developed and implemented a multiuse regional trail. As project manager, Ms. Archer oversaw completion of a constraints analysis to determine the best route for the trail and technical studies in support of a CEQA document. The constraints analysis included stakeholder and public meetings to compile trail goals and selection criteria, review of existing data to identify constraints, determination of selection criteria, use of GIS to prepare several alternative routes, and analysis of the routes to select a preferred alternative. Primary resource issues included biological resources, consistency with the Western Riverside MSHCP, and cultural resources.

Riverside County Flood Control and Water Conservation District, Mockingbird Canyon Wash Restoration Project, Riverside County, CA (2019)

Project Manager Project Manager for the environmental compliance for this restoration project that includes improvements along approximately 1.5 miles of Mockingbird Canyon Wash to ensure the safe and efficient management of stormwater, sediment deposition, and scour and stream bank erosion. The project includes the preparation of a Mitigated Negative Declaration and associated technical studies including air quality analysis, hazards assessment, cultural resources assessment and biological resources assessment including Western Riverside County MSHCP compliance, focused surveys for Least Bell's vireo, Burrowing owl and plants, and preparation of a DBESP for impacts to riparian/riverine habitat. The project also requires permitting under section 404/401 of the Clean Water Act and Section 1600-1616 of the Fish and Game Code. Due to the length of the project and presence of riparian habitat occupied by Least Bell's vireo, mitigation strategy and coordination with the resource agencies is an important aspect of this project.



LAK Associates LLC

CONTACT:

(415) 533-2111
sean@lakassociates.com
Corte Madera, CA

EDUCATION:

Masters in Urban Planning,
Harvard University School of
Design, Cambridge MA (2000)

B.A., Political Science, Geography
Studies, University of California,
Berkeley (1995)

Parsons School of Design, France
(1990)

EXPERTISE:

- Urban Planning (24 years)
- CEQA/NEPA
- Environmental Impact Assessments

CERTIFICATIONS:

- ISA Certified Arborist - #
WE-9926A, 2012-2016

PROFESSIONAL REGISTRATIONS AND AFFILIATIONS:

- Urban Land Institute, Associate member;
- American Planning Association, member;
- International Society of Arborists, member;
- Harvard Urban Planning Organization, member;
- Harvard Real Estate Forum, member;
- Breckenridge Outdoor Education Center, adaptive skiing instructor 96/97, 97/98

MEET SEAN:

Sean Kennings is a proficient Planning Consultant with over two decades of experience managing land use planning and project entitlements. His motivation lies in orchestrating the successful execution of diverse development projects while navigating complex regulatory landscapes.

Sean applies his expertise in environmental review, CEQA/NEPA compliance, and entitlement processing to effectively manage multi-disciplinary teams and facilitate inter-agency coordination, ensuring seamless project approvals. His extensive project portfolio includes notable achievements such as managing streamlined residential developments, overseeing mixed-use developments, and leading environmental impact assessments for significant public and private sector initiatives.

PROFESSIONAL EXPERIENCE:

LAK Associates, Corte Madera, CA (2001 – present)

Owner/partner for land use planning consulting firm providing expertise in land planning and project management for myriad development projects. Routinely manage multi-disciplinary consultant teams and inter-agency coordination during approvals process. Specialize in environmental review with regards to CEQA/NEPA and processing entitlements for various projects.

RELEVANT PUBLIC SECTOR PROJECT EXPERIENCE:

City of Mill Valley, 575 Blithedale Avenue – Mixed-Use Development, Mill Valley, CA (2020- Present)

LAK Associates was contracted by the City of Mill Valley to manage a 24-unit SB 330 streamlined mixed-use residential development in Mill Valley. Issues of concern are managing community expectations related to streamlined housing applications and understanding perceived traffic congestion associated with the proposed units.

City of Larkspur, Magnolia Village – Mixed-Use Development, Larkspur, CA (2020- Present)

LAK Associates was contracted by the City of Larkspur to manage a 20-unit SB 330 streamlined mixed-use residential development in Larkspur. Issues of concern are managing community expectations related to streamlined housing applications and issues specific to height and design characteristics.

City of Mill Valley, 999 3rd Street – BioMarin/Whistlestop/Eden Housing Mixed-Use Development, San Rafael, CA (2018 – 2020)

LAK Associates was contracted by the City of San Rafael to manage a General Plan and Zoning Amendment and Environmental Review for the BioMarin/Whistlestop/Eden Housing proposed mixed-use

TECHNICAL SKILLS:

Preparation of graphics and exhibits for application submittals, presentations and public outreach.

Proficient knowledge of design and word-processing programs:

- Adobe Suite products, including Photoshop/Illustrator,
- Arc View GIS,
- Corel Office Suite,
- AutoCAD 2020,
- Microsoft Office Suite
- Sketch Up

development in downtown San Rafael. Issues of concern are specific amendments needed to allow more intense and taller development and the increased vehicle trips associated with the use and improvements.

City of San Rafael, Kaiser Permanente Medical Office Building, San Rafael, CA (2016 - 2018)

LAK Associates was contracted by the City of San Rafael to manage a Zoning Amendment and Environmental Review for Kaiser Permanente's proposed medical office building at Los Gamos Drive in north San Rafael. LAK prepared the Environmental Impact Report (EIR) for the project. Issues of concern are specific to the increased vehicle trips associated with the use and improvements required to upgrade the local circulation and intersection network.

Christ Lutheran Church, Victory Village Initial Study, Fairfax, CA (2016 - 2017)

Prepared an Initial Study and staff reports for the 54-unit senior affordable housing project on a 2-acre parcel owned by the Christ Lutheran Church. The project required the creation of a new Town Zoning district and concessions pursuant to California State Density Bonus Law. Environmental issues included aesthetics, traffic and circulation, air/noise/greenhouse gasses, and hydrology impacts.

City of San Rafael, San Rafael Corporate Center/BioMarin, San Rafael, CA (2013-2015)

Served as contract planning staff to the City of San Rafael for the BioMarin/SRCC project. BioMarin, a leading pediatric pharmaceutical company purchased the SRCC and submitted applications for final build-out of the campus, including two new office building and two parking garage structures. As contract planner for the City, drafted Master Use Permit and Zoning Amendments, reviewed all environmental documents for consistency with the City Code and represented the City at any and all public hearings for the project. Important environmental issues included traffic and parking, aesthetics and geotechnical impacts.

City of Vallejo, Solano360, Vallejo, CA/Solano County (2011-2013)

Served as contract planning staff to the City of Vallejo for the Solano360 project. Solano360 is the complete reimagining and redevelopment of the Solano County Fairgrounds in Vallejo, CA. As contract planner for the City, drafted General Plan and Zoning Amendments, reviewed all environmental documents for consistency with the City Code and represented the City at any and all public hearings for the project. Important environmental issues included traffic and circulation, air/noise/greenhouse gases, and hydrology impacts.

Marin Healthcare District, Marin General Hospital Replacement Building, Greenbrae, CA (2010-2012)

Managed and facilitated the EIR process for the Marin General Hospital Replacement project. Assisted the Healthcare District with the management of sub-consultants needed to produce the background technical studies for environmental review. Assisted the preparation and review of the EIR to ensure a comprehensive and legally defensive document. Environmental issues included traffic, air and noise and aesthetic impacts.



LAK Associates LLC, Sausalito, CA Consulting Arborist (2012 – 2016)

Preparation of arborist surveys and tree preservation/construction plans for local agency permitting requirements, including: 360 Mountain Home Road, Woodside, CA; 70 Lee Street, Mill Valley, CA; 249 West Blithedale, Mill Valley, CA

PRIVATE SECTOR PROJECTS:

- Bolinas Community Land Trust – Tacherra Ranch / RV Campground, Bolinas, CA, Planning consultant/planning entitlements
- Bolinas Community Land Trust – Downtown Affordable Housing, Bolinas, CA, Planning consultant/planning entitlements
- Hog Island Oyster Company – Leali Ranch (Master Plan / Agricultural Plan) Project manager/planning entitlements
- 1025 Vision Road (single family residence), Inverness, CA Environmental/entitlements consultant
- PG&E, San Ramon, CA Contract planner, planning/building entitlements
- Forest Green Estates (120 unit subdivision), Richmond CA – Project manager, environmental coordinator (CEQA)
- Flatiron Construction Corp.(new office building), Benicia, CA- Inter-agency coordination and entitlement planning
- The Canyons (1,200 unit subdivision), Bakersfield CA Environmental coordinator (CEQA)
- Franklin Canyon Specific Plan/Contra Costa County, CA Planning department/developer liaison
- East Garrison Specific Plan/Monterey County, East Sacramento County Open Space Plan
- The Reserve Business Campus at Spanos Park West, Stockton, CA Master Plan



EVANS & DE SHAZO
ARCHAEOLOGY HISTORIC PRESERVATION

CONTACT:

707.823.7400

stacey@evans-deshazo.com
Sonoma County, CA

EDUCATION:

- M.A., Historic Preservation, Savannah College of Art and Design (academic scholarship recipient)
- B.A., Anthropology, San Francisco State University

EXPERTISE:

- 24 years of professional experience in Historic Preservation and Cultural Resource Management.
- Expert in National Historic Preservation Act (NHPA), National Environmental Policy Act (NEPA), and California Environmental Quality Act (CEQA).
- Adjunct Lecturer Sonoma State University – Master Class, Practicum in National Register

AFFILIATIONS:

- California Preservation Foundation
- National Trust for Historic Preservation
- American Cultural Resources Association (ACRA)

TRAININGS & CERTIFICATIONS:

- California Preservation Foundation Conference, 2018, Session Speaker “Tales of Three Cities: Uncovering Lost And Forgotten Relics of California’s African American,

MEET STACEY:

Ms. De Shazo holds advanced degrees in Historic Preservation and Anthropology and boasts over 24 years of expertise in identifying and assessing historic architectural resources across multiple states. Her extensive experience encompasses project management, regulatory compliance, and historical documentation of various historic properties, including homesteads, bridges, and commercial buildings. She has conducted numerous surveys and evaluations, demonstrating proficiency in research, budgeting, and report writing for diverse projects. Ms. De Shazo is adept at navigating regulatory frameworks such as NEPA, Section 106 of the NHPA, CEQA, and has contributed significantly to Historic Tax Credit projects and feasibility studies. With her comprehensive knowledge of regional history and preservation practices, she serves as a trusted advisor to local governments and leads initiatives in architectural history, preservation, and cultural resources management.

PROFESSIONAL EXPERIENCE:

Principal Architectural Historian, Evans & Deshazo, Inc. (Eds), Sonoma County, Ca (2014–Present)

Stacey De Shazo is the Principal Architectural Historian at Evans & DeShazo, Inc. (EDS) in Sonoma County since 2014. With over 24 years of experience, she leads the identification and assessment of historic architectural resources, specializing in project management and regulatory compliance. Ms. De Shazo's expertise includes conducting surveys and providing guidance on preservation practices to local governments.

RELEVANT PROJECT EXPERIENCE:

Marin County Resource Conservation District, Drake Avenue Apartments, Marin City, Marin County, California (2023)

Historic Resource Evaluation (HRE) for the proposed “Drake Avenue Apartments” project within a 1.01-acre property at 825 Drake Avenue in the unincorporated community of Marin City in Marin County, California. The HRE evaluated eight properties for eligibility for listing on the NRHP for their association with the Social History and Exceptional Community Planning and Development of post-World War II public housing and the redevelopment of Marin City, with an estimated period of significance of ca. 1957 to ca. 1974. As well as association with several architectural styles, and architects Vernon DeMars and Donald Reay, of the architectural firm DeMars & Reay, and landscape architect Lawrence Halprin, designer of Marin City.

Napa County Planning, 2195 Golden Gate Drive, Napa County, California (2022)

Historic Resource Evaluation (HRE) and Secretary of Interior's Standards for the Treatment of Historic Properties (Standards) review of a 12.71-acre property at 2195 Golden Gate Drive within

- Chinese American, and Japanese American Pasts".
- California Preservation Foundation Annual Conference, 2017. Session Speaker, "Graphic Documentation: Precise Pixels and Capturing Character", Pasadena, CA
- California Preservation Foundation Conference, 2015; Presenter 3 Minute Success Story, San Diego
- State Historic Building Code Workshop, California Preservation Foundation, 2014
- CEQA Compliance and Training Certification, UCLA (LA AEP), 2010
- California Cultural Data Project Training, Certification 2010, Instructor: Lauren E. Hutton
- Project Management Certification, 2009, Instructor: Alan Bollinger, CH2M Hill
- NEPA Compliance Training Certification, 2008, Instructor: Dr. Tom King
- National Historic Preservation Act, Section 106 Compliance Certification, 2007; Instructor Dr. Tom King

unincorporated Napa County. The HRE evaluated a 12.71-acre property including a 1928 dairy storefront, 1939 dairy barn, ca. 1895 house, ca. 1895 stable, 1916 cow barn, 1932 main house, ca. 1940 garage, ca. 1940 woodshed, 1951 shop, 1957 guest house, ca. 1970 small animal pen, ca. 1900 cave, 2017 stable, ca. 1970 chicken coop, and associated landscape in compliance with CEQA. The ranch was evaluated as a district and recorded on District DPR 523 forms.

St. Helena City Council, Main Street St. Helena Pedestrian Improvements Project, St. Helena, Napa County, California (2019-2020)

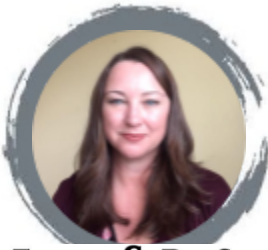
Historic Resources Evaluation for the Main Street St. Helena Pedestrian Improvements Project, St. Helena, Napa County, California. As part of the Main Street St. Helena Pedestrian Improvements Project, Ms. De Shazo surveyed 65 properties (i.e., parcels) consisting of 66 buildings, one structure, and one object, of which 40 buildings and part of the one object were located within the St. Helena Commercial Historic District (National Register #97001661) and 26 buildings. As a result of this study, Ms. De Shazo evaluated 33 buildings for listing on the National Register of Historic Places (NRHP). This complex project resulted in completing a detailed HRE report and 33 sets of DPRS 523 forms.

San Francisco Planning Department, 1030 Francisco Street, San Francisco, San Francisco County, California (2018)

Historic Resource Evaluation, 1030 Francisco Street, San Francisco. Ms. De Shazo completed an HRE of a 1935 Mediterranean Revival house located at 1030 Francisco Street, San Francisco, San Francisco County, California, within Assessor Parcel Number (APN) 0476-002A (Project Area). The Project Area consisted of a 1935 house that, according to the City of San Francisco Planning Department, is considered a category "B" property, which is defined as "unknown/age-eligible," meaning the property has not been previously evaluated but is over 45 years of age and could be considered a potential historic resource. The proposed project consisted of the demolition of the 1935 Mediterranean Revival house and the construction of a new three-story house with an upper level and main level visible from the south elevation along Francisco Street and a lower level along the north elevation.

City Of Healdsburg, Texaco Gas Station Documentation, Healdsburg, Sonoma County, California (2016)

City of Healdsburg, HABS Documentation in compliance with EIR. Ms. De Shazo completed a HABS documentation for the City of Healdsburg to record the city-owned ca. 1930 Texaco Gas Station located at 185 Healdsburg Avenue, Healdsburg, following the Central Healdsburg Avenue Plan Draft EIR1 mitigation measure CR-1f to address the adverse effect to the historic resource. Before the demolition, Ms. De Shazo provided documentation of the gas station that included professional HABS style photography and 3D laser scanning, and documentation. Ms. De Shazo worked closely with local historical societies and community leaders, and the planning team to ensure proper documentation and compliance before demolition.



EVANS & DE SHAZO
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Sonoma County, CA

EDUCATION:

- M.A. - Cultural Resource Management -Sonoma State University, Rohnert Park, CA
- B.A. - Anthropology, CSU Chico - Chico, CA

EXPERTISE:

- 24 years' professional experience in Cultural Resource Management (CRM)
- 24 years' experience in Historic and Precontact Period Archaeology
- Specialty in Bioarchaeology and GIS
- 23 years' experience in GIS
- 20 years' experience in Project Management

AFFILIATIONS:

- American Cultural Resource Association (ACRA)
- Board of Directors
- RPA
- Society for California Archaeology (SCA)
- Society for American Archaeology (SAA)
- Association of Oregon Archaeologists
- Leadership Santa Rosa - Class XIX

TRAININGS & CERTIFICATIONS:

- Register of Professional Archaeologists (RPA)
#29300590

MEET SALLY:

Ms. Evans is a highly qualified Principal Archaeologist, Project Manager, and GIS Specialist at Evans & De Shazo, Inc. (EDS), boasting over 24 years of experience in archaeology and Cultural Resource Management (CRM), with advanced degrees from Sonoma State University and CSU-Chico. She possesses extensive expertise in Geographical Information Systems (GIS), osteology, and cultural resource regulations, including notable acts such as NHPA, NEPA, NAGPRA, CEQA, and Assembly Bill 52. Holding professional registrations and exceeding industry standards, she serves on the ACRA Board of Directors and is recognized as a qualified archaeologist in Oregon. Ms. Evans has successfully managed various cultural resource projects in California, spanning different historical periods and sites, while demonstrating proficiency in producing comprehensive CRM reports and utilizing GIS for data management and mapping. Her skill set encompasses a wide array of tasks from literature reviews and impact assessments to artifact analysis and human bone identification, highlighting her versatility and expertise in the field.

PROFESSIONAL EXPERIENCE:

Principal Archaeologist, Evans & Deshazo, Inc. (Eds)., Sonoma County, Ca (2014–Present)

Oversees archaeological projects, manages teams, and utilizes GIS technology to analyze and map cultural resource data. This role entails extensive experience in Cultural Resource Management, compliance with regulations, and directing a variety of CRM projects while maintaining high standards of professionalism and expertise.

RELEVANT PROJECT EXPERIENCE:

Marin Resource Conservation District, Archaeological Review Of Six Projects For The 2023 Marin Coastal Watersheds Permit Coordination Program, Marin County, California (2023)

Ms. Evans completed an Archaeological Review of six projects located on private properties in Marin County undertaken by the Marin Resource Conservation District as part of the 2023 Marin Coastal Watersheds Permit Coordination Program (PCP). Ms. Evans completed the archaeological reviews in accordance with CEQA and the PCP environmental review process to identify any previously documented archaeological resources within the project areas, to assess the potential for archaeological resources to be present, identify built environment resources over 45 years of age within 100 feet of the project areas, and to make recommendations in accordance with the PCP to ensure that significant archaeological resources and built environment resources over 45 years of age were not adversely impacted by the projects. Ms. Evans complete a record

- Cultural Awareness – Understanding, Insight & Communication, Seventh Sovereign LLC (June 2021)
- Tribal Engagement – Transforming Relationships with Tribes, Seventh Sovereign LLC (June 2021)
- Cremains Workshop, University of Warsaw, Poland, Institute of Archaeology (June 2019)
- Basics of NEPA and Section 106 Integration E-Learning Course (ACHP, July 2019)
- Coordinating NEPA and Section 106 E-Learning Course (ACHP, July 2019)
- Section 106 Webinar: "I Concur: Consulting with the SHPO Under Section 106." California Preservation Foundation, May 14, 2015.
- National Preservation Institute (NPI), Section 106 Seminar
- California Preservation Foundation CEQA & Historic Resources Workshop
- Association of Environmental Professionals (AEP) CEQA Basics Workshop
- 24 Hour HAZWOPER Certification (current)

search, a review of historical maps, aerial photography, and other information to assess the potential for historic-period archaeological resources to be located within the project areas and built-environment resources over 45 years of age within or within 100 feet of the project areas, a review of the environmental setting, soils, geology, and geoarchaeological information to assess the potential for precontact period archaeological resources to be located within the project areas, a Native American Sacred Lands inventory, and prepared a report with recommendations.

Marin Resource Conservation District, Historic Property Survey For The Third Valley Creek And Chicken Ranch Beach Restoration Project, Inverness, Marin County, California (2023)

Ms. Evans completed a Historic Property Survey for the Third Valley Creek and Chicken Ranch Beach Restoration project located along the west shore of Tomales Bay in Marin County. The project includes improvements to an artificial drainage ditch and wetland enhancements to minimize bacterial contamination reaching Chicken Ranch Beach. The project was subject to review under CEQA, the California Coastal Act, as well as Section 106 of the NHPA due to the need for a permit to be issued by the Army Corps to comply with Section 404 of the Clean Water Act. Ms. Evans served as Principal Archaeologist and Project Manager for the study. She completed a records search, a buried archaeological site sensitivity desktop analysis, a Native American Sacred Lands inventory, Tribal outreach, managed the pedestrian survey and an extended Phase I (XPI) subsurface investigation, assessed potential affects to a multicomponent cultural resource (P-21-000230) adjacent to the project area, and completed a report with recommendations. Ms. Evans also prepared an Archaeological Monitoring Plan as part of the mitigation requirements.

Marin Resource Conservation District, Historic Property Survey For The Coyote Family Farms Water Detention Basin, Penngrove, Sonoma County, California (2022)

Ms. Evans completed a Historic Property Survey for the construction of a new water detention basin where water from a nearby creek can be diverted during period of heavy rain or flooding (i.e., inlet works) and allowed to exit as needed (i.e., outlet works). The study was completed to comply with Section 106 of the NHPA due to the need for a permit to be issued by the Army Corps to comply with Section 404 of the Clean Water Act. Ms. Evans served as Principal Archaeologist and Project Manager. She completed a record search and review, Sacred Lands inventory, Tribal outreach, a pedestrian field survey that was also completed with a representative from a local Tribe, and prepared a report that included an assessment of effects on two cultural resources identified during the study and provided project-specific recommendations in accordance with Section 106 of the NRHP regulations and guidelines.

Marin Resource Conservation District, Historic Property Survey And National Register Evaluation Testing Of A Precontact Period Archaeological Resource For The Shiloh Ranch Regional Park Pond And Creek Restoration Project, Windsor, Sonoma County, California (2021-2023)

Ms. Evans completed a Historic Property Survey for a project that included the stabilization and enhancement of an existing pond and creek within Shiloh Ranch Regional Park located in Windsor, California. The study was completed to comply with Section 106 of the NHPA due to the need for a permit to be issued by the Army Corps to comply with Section 404 of the Clean Water Act. Ms. Evans served as Principal Archaeologist and Project Manager, and completed a record search and review, Sacred Lands inventory, Tribal outreach, a pedestrian field survey, and prepared a report with recommendations. One precontact period archaeological resource was identified within the project area during the study; therefore, Ms. Evans completed a National Register evaluation of the site to determine its eligibility for listing on the National Register. The evaluation consisted of subsurface testing, laboratory analyses, and preparation of a report with recommendations regarding the site's National Register eligibility.

Marin Resource Conservation District, Archaeological Study For The Proposed "Veranda At Indian Springs" Project, Calistoga, Napa County, California (2020)

Ms. Evans completed an Archaeological Study for a proposed project in Calistoga, Napa County, California that includes the development of a 96-room hotel, restaurant and bar, retail and meeting facilities, pools, well as associated infrastructure, parking and landscaping within a 45.5-acre property. The Archaeological Study included a record search and review, Sacred Lands inventory, Tribal outreach, a pedestrian field survey, and preparation of a report with recommendations and DPR 523 forms due to the identification of a previously recorded prehistoric archaeological within the project area and the identification of three isolated prehistoric artifacts, and three historic-period artifacts. In addition, through historical research, Ms. Evans identified the location of Calistoga's former Chinatown, which contained a least six Chinese business and residences as early as 1875 to sometime after 1910.

Las Trampas Wilderness Regional Preserve Management, Cultural And Paleontological Resources Study And Historical Resource Evaluation Services For Southern Las Trampas Land Use Plan Amendment, San Ramon, Contra Costa County, California (2017-2019)

Ms. Evans completed a Cultural and Paleontological Resource Study for the Southern Las Trampas Land Use Plan Amendment (LUPA) project at the Las Trampas Wilderness Regional Preserve (Las Trampas) in compliance with CEQA regulations and guidelines. The project included the construction of three miles of new trails, two trailhead lots, and development of a staging area that required the demolition of an existing corral and barn. Ms. Evans completed a record search and review, oversaw the completion of the field survey by two teams of archaeologists, oversaw the completion of the paleontological study, and prepared a Cultural and Paleontological Resource Study report with recommendations regarding the potential mitigation of impacts to archaeological and paleontological resources.

United States Department Of The Interior, Historic Property Survey For The Hazel Atlas Abandoned Mine Lands (Aml) Priority 1 Project (Ca018-0001) Within The Black Diamond Mine Regional Preserve, Contra Costa County, California (2018)

Ms. Evans completed a Historic Property Survey (HPS) of the Hazel Atlas Abandoned Mine Lands (AML) Priority 1 Project (CA-18-001) for the East Bay Regional Parks District (EBRPD) that consisted of backfilling a mine subsidence feature located within the Black Diamond Mines (BDM) Regional Preserve in Antioch, Contra Costa County, California. The Project was undertaken by the United States (U.S.) Department of the Interior's Office of Surface Mining Reclamation and Enforcement (OSMRE) and was therefore subject to review under Section 106 of the NHPA. The purpose of the HPS was to identify historic properties that could be adversely affected by the project, including potential adverse impacts to the NRHP-listed BDM Historic District (NRHP #91001425/P-07-001292), and provide



project-specific recommendations. Ms. Evans completed a record search and review and a field survey. One historic feature associated with the BDM Historic District was identified and documented during the field survey; therefore, Ms. Evans also assessed the potential adverse effects to the BDM Historic District resulting from the Project and provided recommendations in accordance with NHPA regulations and guidelines and the Park District policies. The project was reviewed by the State Historic Preservation Officer (SHPO), who concurred with the findings and recommendations.

East Contra Costa Habitat Conservancy, Historic Property Survey Of A 96-Acre Portion Of The Roddy Ranch Located On Empire Mine Road In Contra Costa County, California For The East Contra Costa Habitat Conservancy Horse Valley Restoration Project (2017)

Ms. Evans completed an HPS of a 96-acre portion of the Roddy Ranch located off Empire Mine Road in unincorporated Contra Costa County as part of the Horse Valley Creek and Wetland Restoration that was jointly undertaken by the East Contra Costa Habitat Conservancy (Conservancy) and the East Bay Regional Park district (EBRPD). The purpose of the HPS was to identify the presence of any potentially significant cultural resources that could be affected by the Project and to provide further recommendations. The Project required review under CEQA, as well as Section 106 of the NHPA.



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EDUCATION:

B.S., Environmental Science,
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EXPERTISE:

- WHO air quality guidelines
- IPCC guidance and protocols
- U.S. Ambient Air Quality Standards
- NEPA guidelines
- CEQA guidelines

CERTIFICATIONS:

- Certified Air Dispersion Modeler, Lakes Environmental 2004
- Environmental Planning Certification, University of California, Riverside, 2002
- Air Quality Certification, University of California, Riverside, 2001

PROFESSIONAL REGISTRATIONS AND AFFILIATIONS:

- Air & Waste Management Association
- Association of Environmental Professionals
- National Association of Environmental Professionals

MEET MICHAEL:

Mr. Hendrix has over 24 years of experience involving air quality and greenhouse gas (GHG) emissions analysis, climate change analysis, and climate action planning. He has done extensive research analyzing specific technical issues of air quality, GHG emissions, and global climate change, as they relate to project compliance with World Health Organization (WHO) air quality guidelines, United Nations Intergovernmental Panel on Climate Change (IPCC) guidance and protocols, United States Ambient Air Quality Standards (AAQS), the National Environmental Policy Act (NEPA), and the California Environmental Quality Act (CEQA). His experience also includes public outreach efforts for project-specific meetings and for informing local and State officials on general air quality and GHG emissions issues.

RELEVANT PROJECT EXPERIENCE:

City of Chino, On-Call Air Quality Analysis, Greenhouse Gas Analysis, and CAP Review Services. Chino, San Bernardino County, California

Michael Hendrix assisted the City in the development of the City's CAP and 2030 CAP Update. The CAP Update provides a legally defensible document that future projects can tier from in the analysis of climate change during the CEQA process, which streamlines project approval and implementation. Mr. Hendrix developed GHG Screening Tables to facilitate discretionary project review and analysis streamlining, and allowed a flexible way for future discretionary development projects to demonstrate consistency with, and tier from, the CAP. Mr. Hendrix also provides the City On-Call air quality and GHG analysis review services and reviews the CEQA analyses of discretionary development projects for compliance with CEQA and conformity to the City's CAP Update.

County of Riverside Transportation, and Land Management Agency, Climate Action Plan. Riverside County, California

Mr. Hendrix supervised the development of this project in two phases. In Phase One, Mr. Hendrix calculated communitywide and municipal emission inventories for the County, set 2020 and 2035 reduction goals, and provided energy performance standards for new development projects as part of the General Plan Update. Phase 2 provided a Draft Climate Action Plan (CAP) that developed a detailed comprehensive set of reduction measures and implementation strategy to meet the reduction goal. Michael developed a menu of reduction options called Screening Tables that allowed a flexible way for future development projects to demonstrate consistency with, and tier from, the CAP, which streamlines the CEQA analysis of those development projects. The CAP provides a legally defensible document that future projects can tier from in the analysis of climate change during the CEQA process, which will streamline future project approval and implementation. Mr. Hendrix trained County planning

staff in the use of the Screening Tables during CEQA review of discretionary development projects.

City of Ontario, Municipal and Community Climate Action Plans. Ontario, San Bernardino County, California

Mr. Hendrix was technical advisor and assisted the City in the development of the municipal and community Climate Action Plans (CAPs). The CAP development process included inventories, forecasts, reduction targets, and reduction measures. The municipal CAP was completed in 2012 and the community CAP was completed in 2014. To facilitate the implementation of the community CAP, Mr. Hendrix designed a GHG development review process and associated Screening Tables to ensure that new development would be consistent with the City's CAP. Through a menu of reduction options, the Screening Tables allow flexibility in how new development implements the reduction measures. The Screening Tables allow new development projects to tier from and demonstrate consistency with the reduction target established in this CAP, thus streamlining the CEQA analysis of project-level GHG emissions as described in CEQA Guidelines §15183.5. The Screening Table is provided to the applicant, who then chooses from a list of GHG emissions-reducing design features that are each assigned a point value. The point values are allocated based on the effectiveness of the strategy in reducing GHG emissions. In order to demonstrate consistency with the CAP, a project that earns 100 points from the Screening Table would implement the project's fair-share portion of GHG emission reductions within the CAP.

San Bernardino Associated Governments, Multijurisdictional Greenhouse Gas Reduction Plan. San Bernardino County, California

Mr. Hendrix served as a technical advisor to San Bernardino Associated Governments (SANBAG) in developing inventories, traffic modeling, and reduction measures for this multijurisdictional plan. In addition, he served as Project Manager for the EIR in compliance with CEQA. This project was a cooperative planning effort that included 21 cities and the County of San Bernardino with a goal of reducing GHG emissions within the region. The project included a regional traffic model that is compatible with the Senate Bill (SB) 375-compliant Southern California Association of Governments (SCAG) modeling effort to demonstrate on-road transportation sector GHG reductions and a Sustainable Community Strategy (SCS) for the region. SANBAG was the lead agency for the project. The plan fulfilled the requirements of CEQA Guidelines Section 15183.5–Tiering and Streamlining the Analysis of GHG Emissions and allowed CEQA streamlining of future development project analysis within the 21 participating cities and the County.

County of San Bernardino Land Use Services Department, On-Call Air Quality and Greenhouse Gas Analysis Review Services. San Bernardino County, California

Mr. Hendrix provided technical review services to the County reviewing CEQA air quality analysis, Greenhouse Gas (GHG) emissions analysis, and health risk assessments (HRA) for discretionary development projects that the County is Lead Agency. He also reviewed discretionary development projects use of the San Bernardino County GHG Reduction Plan Development Review Process to ensure that the CEQA Streamlining tools including the GHG Screening Tables and County Specific Efficiency Standards were followed correctly. Michael provided County Planning Staff with training on how particular discretionary development projects including logistics/warehousing need to be depicted in air quality models, when to require and HRA, and red flags to look for in air quality analyses. This training resulted in County staff finding errors in the air quality and GHG emissions CEQA analyses, and at times, requesting Michael to provide a technical review of suspicious or technically complex air quality analyses.



County of San Bernardino Land Use Services Department, Settlement Agreement between the County of San Bernardino and the California Attorney General's Office to Provide a GHG Reduction Plan. San Bernardino County, California

Mr. Hendrix served as technical advisor to the County during the development of the GHG Reduction Plan. In that role, Mr. Hendrix participated in meetings with the State Attorney General's Office, the South Coast Air Quality Management District (SCAQMD), the Mojave Desert Air Quality Management District (MDAQMD), the California Air Resources Board (ARB), and the Governor's Office of Planning and Research to determine the exact scope of work needed to develop and implement the GHG Reduction Plan. He met regularly with the SCAQMD and MDAQMD in the development of the various GHG Emissions Inventories (for years 2006, 2020, and 2030).

Mr. Hendrix also supervised and assisted in data collection for these various emissions inventories in coordination with technical staff at SCAQMD and MDAQMD. Mr. Hendrix negotiated the details needed to fulfill the settlement agreement with the Attorney General's Office on the County's behalf. In this role, Mr. Hendrix has acted as an intermediary between these various State Agencies and the County. As a result, the ARB and SCAQMD have both looked to San Bernardino County for guidance on how to address these issues in CEQA analysis of GHG emissions and climate change. Mr. Hendrix played a vital role in reversing the relationship between the Attorney General's Office and the County of San Bernardino from one of adversaries on the issues of GHG emissions and climate change to one of cooperation.

County of San Bernardino Land Use Services Department, Initial Study/Mitigated Negative Declaration for Gas Station Projects (Devore Gas Station and Bloomington Gas Station). San Bernardino County, California

Mr. Hendrix provided two Initial Studies/Mitigated Negative Declarations, for a pair of gasoline service stations within the unincorporated areas of San Bernardino County. The Bloomington Gas Station Project included a service station and convenience store on a ½ acre site adjacent to the I-10 freeway in the unincorporated community of Bloomington. The Devore Gas Station Project included a service station, convenience store, and restaurant on a 1.4-acre site adjacent to the I-215 freeway in the unincorporated community of Devore. The Devore Gas Station Project was controversial because it was a new discretionary development within a rural community. The Devore Rural Protection Association (DARPA), opposed the proposed project because members of DARPA felt that the proposed project would generate more vehicle traffic, potentially contaminate potable water supply wells approximately 1/4 mile south of the project site, and disrupt the rural nature of the community. In total, over 65 comment letters were received from DARPA and other community members. Mr. Hendrix was able to provide responses to comments in a non-confrontational tone that together with community meetings addressed community concerns and calmed community members. County staff listened to the community and offered solutions that is resulting in the proposed project becoming a locally-serving project with minor design modifications to better fit the proposed project into the rural nature of the community.

California High-Speed Rail Authority, California High-Speed Rail Project: San Francisco to San Jose Segment. San Jose, Santa Clara County, California

Mr. Hendrix supervised the Greenhouse Gas Emissions Offset Analysis of the San Francisco to San Jose segment of the California High-Speed Rail Project for the forthcoming Draft Environmental Impact Statement/Environmental Impact Report (EIS/EIR). The analysis included review of the electrification of the Caltrain rail line as a component of the project. The EIS/EIR analysis also reviewed potential air quality impacts, including health risks, to determine impacts to the adjacent receptors from the construction and operation of a high-speed rail line through the area. The analysis used the AERMOD dispersion model and focused on the potential cancer and non-cancer health risks from diesel-operated construction equipment along the line. In addition, the analysis addressed potential for creating carbon monoxide hotspots through project-level increases in traffic idling at intersections or in parking lots at or

in the vicinity of the Diridion station. The analysis uses current methodology for determining cancer and non-cancer risks and carbon monoxide impacts and based the significance findings on compliance with Bay Area Air Quality Management District thresholds.

AWARDS:

2021 Merit Award for Providing Guidance to the San Luis Obispo County Air Pollution Control District's 2021 Interim CEQA Greenhouse Gas Emissions Thresholds, Association of Environmental Professionals

The San Luis Obispo County Air Pollution Control District (SLO APCD) nominated Michael Hendrix for this award for his valuable discussions, sound input, and guidance that assisted in the development and refinement of SLO APCD's 2021 Interim California Environmental Quality Act (CEQA) Guidance for Significance of Greenhouse Gas Emissions. This guidance document provides the technical criteria for CEQA Lead Agencies in San Luis Obispo County to use in determining the significance of greenhouse gas emissions during the CEQA process of development projects.

2013 Consulting & Engineering: Energy and Carbon Management Silver Award, Climate Change Business Journal

The award recognized the Climate Action Planning Team, led by Mr. Hendrix, in its development of technology that can help in building a more sustainable economy. The Microsoft Excel-based screening tables provided a menu of options, including energy efficiency, renewable energy, waste diversion, water conservation, transportation-related emissions reductions, GHG emission reduction credits, and other measures. Businesses that develop a new project or expand an existing facility can choose from these options to meet their "fair share" of the County's GHG reduction goals. The table menus allow maximum flexibility so that businesses and developers can meet reduction allocations and reduce carbon using a business-friendly approach.

2012 Outstanding Environmental Resource Document, Escondido Climate Action Plan, Association of Environmental Professionals

This award was given to the Project Team, led by Mr. Hendrix, for the Escondido Climate Action Plan. The awards jury recognized innovations that improved climate action planning and the reduction of GHG emissions. Innovations within the Climate Action Plan included new ways of providing emission inventories that separated emission sources attributable to the jurisdiction from those of neighboring jurisdictions.

PUBLICATIONS:

- Hendrix, M., Rich Walters, et al. "Best Practices in Climate Action Planning," AEP White Paper, June 2018.
- Hendrix, M., Rich Walters, et al. "Production, Consumption, and Lifecycle Greenhouse Gas Inventories: Implications for CEQA and Climate Action Plans," AEP White Paper, August 2017.
- Hendrix, M., Rich Walters, et al. "Beyond Newhall and 2020: A Field Guide to New CEQA Greenhouse Gas Thresholds and Climate Action Plan Targets in California," AEP White Paper, October 2016.
- Hendrix, M., Rich Walters, et al. "Post 2020 Target Setting for Climate Action Plans," AEP White Paper, March 2015.
- Hendrix, M., Rich Walters, et al. "California Supplement to the U.S. Community-wide GHG Emissions Inventory Protocols," AEP White Paper, December 2013.
- Hendrix, M., Chris Gray, and Rich Walters. "SB 375 Consistency in CEQA," AEP White Paper, May 2012.
- Hendrix, M., Nicole Vermilion, et al. "Forecasting and Target Setting," AEP White Paper, May 2012.
- Hendrix, M. "Community-wide Greenhouse Gas Emission Inventory Protocols," AEP White Paper, March 2011.
- Hendrix, M. "Addressing Global Climate Change Impacts of Projects in CEQA Documents," California Chapter, American Planning Association Journal, September–October 2007.



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Oakland, CA

EDUCATION:

B.S., Environmental Science,
University of California, Riverside
(1998)

EXPERTISE:

- Stormwater management
- Resilience and adaptation
- Funding approaches

CERTIFICATIONS:

- Professional Civil Engineer
(P.E.), California, Number
80044

MEET KELLY:

Kelly Havens, a licensed Professional Civil Engineer with a master's degree in Civil Engineering from UCLA, boasts over fifteen years of expertise in managing, directing and contributing to stormwater management and climate resilience projects. Currently serving as a Senior Engineer at Geosyntec's Oakland office, she leads various initiatives such as the Kellogg Resiliency Project in Suisun City and the Sutter Avenue Urban Greening project in San Pablo.

Her responsibilities range from managing multi-consultant teams to advising on technical aspects like hydrologic modeling and regulatory compliance. Additionally, she provides technical support to organizations like the Contra Costa Clean Water Program, contributing to tasks related to stormwater permit compliance and resource planning. Havens' extensive experience also includes managing projects such as wetland restoration, regional alternative compliance systems, and sea-level rise adaptation plans, demonstrating her versatility and expertise in the field.

PROFESSIONAL EXPERIENCE:

SENIOR ENGINEER, Geosyntec, Oakland, CA (2008–Present)

Responsibilities include project management and direction, proposal development, junior staff technical training, development of technical approaches, technical report writing, facilitation of technical meetings, publications and presentations, and review of engineering calculations and models.

RELEVANT PROJECT EXPERIENCE:

Fairfield Suisun Sewer District, Kellogg Resiliency Project, Suisun, CA.

Ms. Havens is managing a multi-consultant project team to design a stormwater management and climate resilience solution in Suisun City. As part of the project, she is managing and advising on hydrologic modeling of Municipal Regional Stormwater Permit (MRP) compliant green stormwater infrastructure (GSI) and permitting studies and CEQA documentation prepared by a subconsultant.

City of San Pablo, Sutter Avenue Urban Greening, San Pablo, CA.

Ms. Havens serves as technical advisor for this multi-benefit GSI 100% design plans, specifications, and estimates (PS&E) project located in a disadvantaged community. She developed the project scope of work and coordinated with CBO partner the Watershed Project on public outreach approaches. Ms. Havens led H&H modeling, developed a memo, and participated in Water Board negotiations on MRP C.3.j credits.

City of Oakland, Hydrology and Stormwater Engineering Services, Oakland, CA.

Ms. Havens manages Geosyntec's subcontract to update the City's Storm Drainage Master Plan (SDMP). Ms. Havens led desktop and field analyses to prioritize City sites for regional stormwater treatment and flood mitigation projects, including hydrologic considerations. She managed 10% concept designs for



three sites. Ms. Havens separately manages the City's GSI Plan implementation project, developing GSI guidance, including drainage related guidance.

City of Contra Costa, Clean Water Program Technical Support and Stormwater Resource Plan, Contra Costa Clean Water Program, CA.

Ms. Havens provides technical support to the CCCWP for Municipal Regional Stormwater Permit (MRP) compliance tasks relating to Provisions C.11/12 POC controls and Provision C.3 GSI planning. She was the technical approach lead for the Contra Costa County PCBs and mercury reasonable assurance analyses (RAAs), which included hydrologic and water quality modeling and geospatial calculations. She also served as a technical lead for the Contra Costa Watersheds Stormwater Resource Plan, developing methodologies to identify, assess, and analyze stormwater capture and GSI opportunities.

Confidential Client, Development Project, Los Angeles County, CA.

Ms. Havens provided support for CEQA related stormwater management planning tasks for a master-planned community. Ms. Havens provided technical advising to staff performing hydrologic and water quality statistical modeling methods, methods she has used on projects over the past 15 years.

Monterey Regional Water Pollution Control Agency, Monterey Peninsula Stormwater Resource Plan, Monterey, CA.

Ms. Havens assisted clients in procuring a Prop 1 Planning Grant and then managed the multi-consultant project to develop a Stormwater Resource Plan. The project identified multi-benefit stormwater capture project opportunities, with a focus on water supply resilience. As part of the project she managed geospatial and drainage analyses, six concept designs, a 30% design, and CEQA checklist developed by a subconsultant.

Contra Costa County, Contra Costa County Wetland Restoration and GSI, Contra Costa, California.

Ms. Havens managed a project focused on developing 10% concept designs and funding strategies for a green street GSI retrofit project in the Bay Point community and a separate Tidal Wetland restoration project considering SLR, and GSI retrofit for a Bayside park. The project included desktop and field analysis, concept designs, cut-fill analysis, and a funding strategy memorandum.

City of San Pablo and Contra Costa County Clean Water Program, Contra Costa County Regional Alternative Compliance (RAC) System, San Pablo, CA.

Ms. Havens managed a multi-consultant team to develop the RAC System, which supports inter-jurisdictional exchanges of treated stormwater. Ms. Havens led TAC, advisory, and project management team meetings, a Summary Report, workshops, and a Literature Review. She supported CCCWP with a successful \$1 million USEPA grant application and now manages the WQIF-funded Clean Watersheds for All Project.

Los Angeles County Public Works, Dockweiler Beach Sea Level Rise (SLR) Adaptation Plan, CA.

Ms. Havens is managing a Sea Level Rise Adaptation Plan for Dockweiler Beach box culvert replacement for a Coastal Commission Development Permit. The Plan includes hydrologic modeling and a risk analysis and impact analysis of several alternatives to the permitted project.



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EDUCATION:

M.S., Civil and Environmental
Engineering, University of
California, Davis (2010)

B.S., Civil Engineering, University
of California, Davis (2007)

EXPERTISE:

- Hydrology and hydraulics
- Civil Design
- Construction Support
- Erosion and Sediment Control
- Regulatory Compliance

REGISTRATIONS & CERTIFICATES:

- Registered Civil Engineer,
California, C79851
- Qualified SWPPP Developer,
California, C79851
- Qualified SWPPP Practitioner,
California, #26484
- OSHA 24 Hour HAZWOPPER
- MSHA

AFFILIATIONS:

- Society of American Military
Engineers – 2014
- American Society of Civil
Engineers – 2010
- International Erosion Control
Association – 2014
- California Stormwater Quality
Association – 2016

MEET MIGUEL:

Miguel Parames, P.E., QSP/D, is a registered professional engineer in California with over 17 years of experience in civil and environmental engineering. Miguel has a strong educational background in hydrology and hydraulics including a Master's degree in Civil and Environmental Engineering with a focus on water resource engineering. Beyond his education, his work experience includes hydrologic engineering, hydraulic analysis of rivers and structures, two-dimensional floodplain modeling, dam breach modeling, civil design, EOR services, and construction oversight.

Miguel's primary fields of practice include hydrology and hydraulics, civil design, BMP selection and design, construction oversight, construction dewatering and storm water management specializing in NDPES compliance. For the past 10 years, his work has focused on civil design, storm water modeling, erosion and sediment control, regulatory compliance, and post-fire hazard assessments. He is proficient in using several hydraulic and hydrologic computer modeling programs including: HydroCAD, SWMM, HEC-HMS, HEC-RAS, HEC-RAS2D, and FLO-2D.

PROFESSIONAL EXPERIENCE:

Geosyntec Consultants. San Diego, California (2014-present)

Led projects in civil and environmental engineering, specializing in hydrology, hydraulics, and erosion control. Managed significant projects such as Oroville Emergency Recovery - Spillway.

WEST Consultants, Inc. San Diego, California (2010- 2014)

Focused on hydrology, hydraulics, and civil design projects. Contributed to stormwater conveyance system designs and ensured compliance with regulations.

USACE Hydrologic Engineering Center. Davis, California (2008-2010)

Engaged in research and modeling related to hydrologic engineering, hydraulic analysis, and floodplain management.

Foulk, Gomez and Associates, Inc.. Vacaville, California, 2005- 2007

Specialized in civil engineering projects with a focus on design, construction support, and regulatory compliance. Developed erosion and sediment control plans and conducted hydrology evaluations.



RELEVANT PROJECT EXPERIENCE:

Oroville Emergency Recovery – Spillway, Kiewit Infrastructure West, Oroville, CA.

Miguel acted as the lead QSD and QSP for the Oroville Emergency Recovery – Spillways (OER-S) project under Kiewit (prime contractor).

350-acre site for 2017-2018, 2018-2019, and 2019-2020 rain season

Miguel's responsibilities included developing an erosion and sediment control plan, including developing erosion and sediment control best management practices (BMPs) for disturbed areas of construction and performing a hydrology and hydraulic evaluation to size drainage conveyances and sediment ponds. In addition, Miguel developed an Active Treatment System Plan for managing storm water runoff within the concrete batch plant on-site. Miguel led a team of SWPPP inspectors responsible for performing California Construction General Permit (CGP) required inspections and maintaining regulatory compliance throughout the duration of the project.

Miguel successfully used the RUSLE2 erosion modeling software to demonstrate that the final stabilization plan met CGP permit requirements for Notice-of-Termination (NOT). The NOT was accepted within 6 weeks of submittal. Miguel also supported the development of a construction water management plan to manage process water from concrete activities under the Region 5 Waste Discharge Requirements Limited Threat Discharges to Surface Water Permit and developed a site-specific Aggregate Wash Water Management Plan.

New River LOMR, Imperial County Public Works

Imperial County, California

Miguel was responsible for leading the FEMA Letter of Map Revision (LOMR) for the FEMA Special Flood Hazard Area (SFHA) Zone A portion of the New River near a waste landfill. The project included developing a hydraulic model using FEMA published flows and drone topography.

Miramar Landfill Storm Water Conveyance Improvements, Imperial County Public Works

City of San Diego, CA

Miguel was the lead design engineer and engineer of record (EOR) for storm water conveyance improvements at Miramar Landfill. Project components included plans, specifications and estimates with 30%, 60%, 90%, 100%, and Final submittals. Miguel's responsibilities included preparing hydrologic and hydraulic models following City standards, designing storm water conveyances, designing sediment traps and culverts, expanding an existing sediment basin, designing roads, and erosion and sediment control specifications. Miguel was in charge of all design and worked closely with the engineers, CAD designers, and City staff. Miguel served as the EOR during bid solicitation and construction. As EOR, Miguel was responsible for reviewing submittals, responding to request-for-information (RFIs), design changes, and attending weekly construction meetings.

Honor Rancho Storm Water Basin Improvements

Southern California Gas, Santa Clarita, CA

Miguel was the lead design engineer for a new storm water basin at Honor Rancho Gas Storage Field. Project components included a sediment trap, forebay, sediment basin, culverts, spillways, and roads. Miguel's responsibilities included preparing hydrologic and hydraulic models following Los Angeles County standards and designing project components. Miguel was in charge of all design and worked closely with the engineers, CAD designers, and City staff.



Robinson Mine Drainage and Grading Recommendations

Robinson Nevada Mining Company, Ruth, Nevada

Robinson Mine hired Geosyntec consultants to conduct a drainage evaluation of the facility to determine areas of nuisance ponding and provide recommendations for increasing runoff. As part of a drainage recommendation study, Miguel delineated drainage areas for existing conditions, developed flow paths, and determined routing for the facility. Miguel used TR-55 to calculate storm volumes and flows through existing drainage infrastructure.

Dam Breach Analysis for Coal Combustion Residual Ponds

Confidential Client, Midwest US

Miguel assisted the evaluation for compliance of multiple Coal Combustion Residual (CCR) ponds with the EPA's 2015 Final Rule governing disposal of CCR from electric utilities. Miguel's responsibilities included leading the dam breach scenario evaluation to determine the hazard potential classification using the two-dimensional hydraulics program FLO-2D. Miguel calculated dam breach parameters and developed inundation maps under both sunny day and probably maximum flood (PMP) conditions to evaluate the risk to structures and human life caused by potential impoundment failures.

PUBLICATIONS:

- Parames, Pedro M., "Comparing TRMM-based Multi-Satellite Precipitation Analysis (TMPA) Data with Ground-based Rainfall Data," Graduate Thesis, University of California, Davis, California, March 2010
- Prakash, O., Curtis, David C., Parames, Pedro M., Harris, David J., "Comparisons of Satellite Derived Precipitation Products with Multisensor Precipitation Estimation over Southeast United States," Proceedings, American Geophysical Union Conference, San Francisco, California, December 2011
- Stefanovic, D., Parames, P.M., Teal, M.J., "Urban Reservoir Breach Analysis and Flood Inundation Mapping," – Proceedings, United States Society on Dams



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Master of Planning (MPA)
Transportation Emphasis,
University of Southern California,
Los Angeles CA (2000)

B.A. Urban Studies and Planning,
Transportation Emphasis,
University of California, San Diego,
San Diego CA (1997)

PROFESSIONAL HISTORY:

- 2023-Present - W-Trans
- 2022-2023 - City of Vallejo
- 2008-2012 - MUB Consulting
- 2003-2007 - Kimley-Horn and Associates
- 2000-2003, 2008-2010 - Alta Planning + Design

MEET MARK:

Associate Planner Mark Brown manages projects and provides support for transportation impact studies, GIS, mapping and transportation planning services.

Mark J. Brown graduated from the University of Southern California in 2000 with a Master of Planning (MPL) and a strong transportation planning emphasis. Originally from the San Fernando Valley of Los Angeles, Mark has been involved in a broad range of transportation projects, having managed numerous transportation impact studies and active transportation master planning efforts across California. His expertise also extends to geographic information systems, transit alternatives analysis, traffic planning, environmental impact assessment and mitigation as well as mapping and public outreach. Mark firmly believes in a balanced approach to transportation planning that includes all modes of travel to maximize competitive travel options. His lifelong passion is cartography, and he is especially keen on producing easily understood maps that convey relevant and critical information succinctly for clients and the public.

RELEVANT PROJECT EXPERIENCE:

Transportation Impacts

Healdsburg – *Splash Car Wash Transportation Impact Study*
Lakeport – *Tribal Health Consortium Transportation Impact Study*
Larkspur – *Marin County Mart Circulation Assessment (CAP) Study*
Napa County – *Napa Business Park Transportation Impact Study*
Richmond – *3111 Garrity Way Transportation Impact Study*
Rohnert Park – *Before Surveys on Various Corridors*
Sebastopol – *The Canopy Transportation Impact Study*
Sonoma County – *Robledo Family Vineyards Expansion Transportation Impact Study*

Geographic Information Systems and Mapping

Davis – *Bike Network Sign Inventory*
Solano County – *Comprehensive Transportation Plan Update*
Sonoma – *General Plan Update and EIR*

Active Transportation Planning

Davis – *Bike Network Sign Inventory*
South Pasadena – *Bicycle Master Plan Update*
West Hollywood – *Bicycle and Pedestrian Mobility Plan*

Local and Countywide Plans

Solano County – *Comprehensive Transportation Plan Update*
Sonoma – *General Plan Update and EIR*

Parking

San Carlos – *Downtown Parking Study*
San Rafael – *1010 Northgate Drive Parking Study*

PROPOSAL TO PROVIDE
ON-CALL &
ENVIRONMENTAL
PLANNING SERVICES

TO THE
CITY OF PINOLE



4LEAF, INC.
2126 RHEEM DRIVE
PLEASANTON, CA 94588
(925) 462-5959

MAY 6, 2024

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PROPOSAL TO PROVIDE
ON-CALL & ENVIRONMENTAL
PLANNING SERVICES
FOR THE
CITY OF PINOLE

SECTION A
COVER LETTER



4LEAF, INC.

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City of Pinole
Community Development Department
2131 Pear Street
Pinole, CA 94965
Attn: Lilly Whalen,
Community Development Director

May 6, 2024

RE: Proposal to Provide On-Call & Environmental Planning Services.

Dear Ms. Whalen,

4LEAF, Inc. (4LEAF), a California “C” Corporation, is pleased to present our proposal to provide On-Call & Environmental Planning Services to the City of Pinole (City). 4LEAF is a full-service firm and we have been providing professional consulting services to over 350+ clients throughout California for more than 23 years. We expand our services organically as industry and client needs fluctuate and have built a qualified Planning team capable of providing strong, experienced, and professional Planning and Environmental services that will excel in meeting the City’s Planning needs. 4LEAF is the ideal firm of choice for the following reasons:

☑ Familiar & Local Consultant

4LEAF has been providing Plan Review, Inspection, and Staff Augmentation Services to the City of Pinole since 2014. Our firm is very familiar with the City’s staff and procedures. Additionally, we have been providing On-Call Planning and Environmental Services to many clients located throughout the Bay Area. The contract would be handled out of our headquarters located in the City of Pleasanton. One of the biggest strengths of our team is in our depth and history of providing flexible staffing options to our clients. We are currently providing services for local clients including:

- | | | |
|------------------------|-------------------------|--------------------------|
| • City of Concord | • City of San Jose | • County of Santa Clara |
| • City of Rohnert Park | • City of Fremont | • County of Sonoma |
| • City of Cotati | • City of Belmont | • County of Lassen |
| • City of Healdsburg | • City of Redwood City | • Napa Sonoma |
| • City of Hollister | • City of Half Moon Bay | Collaborative – Regional |
| • City of Palo Alto | • County of San Mateo | Planning Policy & |
| • City of Cupertino | • County of Alameda | Technical Assistance |

☑ Flexible Staffing Model

One of the biggest strengths of our team is in our depth and history of providing flexible-staffing options to our clients. By having 6 California offices and 500+ employees (including 40+ planners), 4LEAF has the dedicated resources to provide the appropriate levels of staffing to the task/work orders issued by the City. This positions our firm to provide a cost-efficient business model that allows our team to be budget-conscious while simultaneously serving each assignment. 4LEAF offers a comprehensive list of Planning personnel including:

- | | |
|----------------------|-------------------------------|
| ➤ Principal Planners | ➤ Assistant Planners |
| ➤ Senior Planners | ➤ Planning Technicians |
| ➤ Associate Planners | ➤ Housing Element Specialists |

☑ **On-Call Expertise**

4LEAF is the most reliable provider of on-call, as-needed staff augmentation services for Current and Long-Range Planning including project processing support, technical analysis, specific development projects, preparation of various planning documents, planning counter support, General Plan Updates, Specific Plans, Housing Element Updates, Zoning Ordinances, Municipal Code, and Environmental review. Our highly adaptable proprietary network of qualified professionals is consistently able to fulfill the unique, localized needs of our many municipal clients. We're committed to tackling staffing challenges head on, providing our clients with 24-hour turnaround staffing placement options and expedited on- and off-site services full- or part-time as needed.

☑ **Project Understanding**

After reading the City's proposed Scope of Work, 4LEAF understands what the City of Pinole is looking for and can provide experienced Planner's to assist with processing land use entitlement applications, customer support, and current/long-range planning as needed. The scope of work includes project management and communication by the 4LEAF Project Manager. Our staff duties encompass ministerial and discretionary case processing, including California Environmental Quality Act (CEQA) documentation and mitigation, General Plan, and Zoning conformance reviews. Our team will provide hearing support to the City by preparing complete hearing packets that incorporate staff reports, ordinances, findings, conditions of approval, responding to comments, PowerPoint presentations, and attendance at required meeting of City advisory committees, the Planning Commission, and the Pinole City Council.

☑ **Leadership**

The contract with the City of Pinole will be managed by Michael Renner, CBO and Daniel Hortert, AICP. Michael will handle all contractual details, project discussions, and staffing requests. Michael and Daniel have a proven record of success managing projects for cities and counties throughout California and will be available to the City for any needs involving this contract.

☑ **Contact**

Executive Project Manager	Project Manager / Director of Planning	4LEAF Headquarters
Michael Renner, CBO Office: (925) 462-5959 Mobile: (925) 785-3581 Email: MRenner@4leafinc.com	Daniel Hortert, AICP Office: (925) 462-5959 Mobile: (925) 999-6184 Email: DHortert@4leafinc.com	2126 Rheem Drive Pleasanton, CA 94588 Office: (925) 462-5959 Website: 4LEAFINC.COM

As President of 4LEAF, I am authorized to bind the firm and guarantee the proposal will be valid for a period of at least 90 days from the date of submittal and accepts the terms and conditions of the Consulting Services Agreement (Attachment A) of the RFP. 4LEAF acknowledges receipt of the following Addendums: Addendum No. #01, dated April 29, 2024 and Addendum No. #02, dated April 29, 2024. We appreciate this opportunity to provide our proposal. Should you have any questions, please do not hesitate to reach out using the contact information provided above.

Respectfully submitted,



Kevin J. Duggan
President

PROPOSAL TO PROVIDE
ON-CALL & ENVIRONMENTAL
PLANNING SERVICES
FOR THE
CITY OF PINOLE

SECTION B
PROFILE OF THE FIRM



4LEAF, INC.

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SECTION B: PROFILE OF THE FIRM

4LEAF, Inc., is a California “C” Company that was established in 1999 and incorporated in 2001. Our extensive team of engineers and managers are fully equipped with training and experience to provide complete services including planning, plan check, inspection, permit technician assistance, code enforcement, professional development training, and other related professional and technical services to the City. Our goal is to set the industry standard for excellent customer service. Over the past 23 years, our firm has grown to over 500 personnel and ten (10) office locations throughout California, Washington, Nevada, Arizona, and New England, and are able to serve any full-time or part-time need the City may have, regardless of scope and duration.

4LEAF employs 50+ professional planners with a variety of skills and experience necessary to meet the City’s needs. 4LEAF approaches client relationships differently than what you might encounter with a large corporation. **The 4LEAF philosophy is to be the best firm by providing our clients with outstanding customer care and first-rate customer service**—we put our philosophy into action by building relationships and prioritizing the needs of our clients. This has led us to become the industry leader in providing planning services to public agencies.

Primary Contacts within the Firm

President – Kevin J. Duggan

Phone: (925) 462-5959 - Office

Email: KDuggan@4leafinc.com

Executive Project Manager – Michael Renner, CBO

Phone: (925) 785-3581

Email: MRenner@4leafinc.com

Project Manager/Director of Planning – Daniel Hortert, AICP

Phone: (925) 999-6184

Email: DHortert@4leafinc.com

Assistant Planning Director – Adrianna Ortiz

Phone: (925) 918-2822

Email: OrtizA@4leafinc.com

Office Locations

Bay Area - Headquarters

2126 Rheem Drive
Pleasanton, CA 94588

Santa Rosa

2235 Mercury Way, Suite 120
Santa Rosa, CA 95407

Washington

1201 Pacific Avenue, Suite 600
Tacoma, WA 98402

Sacramento

8896 North Winding Way
Fair Oaks, CA 95628

Southern California

5140 Birch Street, Second Floor
Newport Beach, CA 92660

4LEAF Consulting, LLC

125 E. Reno Ave., Suite 3
Las Vegas, NV 89119

San Diego

402 West Broadway, Suite 400
San Diego, CA 92101

San Bernardino

424 Vanderbilt Way, Ste A
San Bernardino, CA 92408

New England

132 Central St., Suite 210
Foxboro, MA 02035

Professionals

Title	# of Staff	Title	# of Staff
Senior Planners	15	Principal Planners	7
Environmental Planners	8	AICP Accredited Planners	6
Planning Technicians	30+	Associate Planners	12+



4LEAF provides a complete range of Planning Services including Current Planning, Long-Range Planning, On-Call Planning, Specific Plans, General Plan Amendments, Updates of Housing and Safety Elements, and Environmental Compliance Review, and has worked with clients on Long-Range initiatives related to fire resiliency and disaster recovery.

We realize that budgets and staffing are a challenge, and that's why 4LEAF is willing to explore cost-saving opportunities for our clients. We regularly partner with other consulting firms who share our philosophy. We are proud of our reputation as a collaborative team that is willing to jump in and do the work to deliver quality products on time and on budget. Our flexibility is key to providing our public agency clients with services that are truly responsive to their needs and their budgets. To this end, we welcome adjustments to our proposed approach. We believe the collaborative partnerships we foster with municipal staff and other consulting firms is the best approach to meet the requirements specific to the projects we undertake.

Our Planners possess the technical writing and report preparation abilities needed to convey the greatest detail in a manner that is easy to understand with solid recommendations of findings rooted in the plans, policies, and codes that reinforce the City's vision. We are dedicated to understanding the vision of a community and rigorously working towards that vision. We utilize application checklists as the foundation of our review and translate policies and regulations as they apply to planning development applications. We transpose our findings into informative, concise, and simple to understand staff reports and environmental compliance documentation. These endeavors cannot be accomplished in a vacuum and our staff are well-versed in project management and will work diligently with other City departments and agencies, including regional agencies, to ensure that the highest levels of review and feedback are achieved.

Planning

- | | |
|---|------------------------------|
| • Current Planning | • Site Inspections |
| • Phase I & II Environmental Assessment. | • Application Processing |
| • CEQA Review | • Developing Submittal Forms |
| • Initial Studies | • Property Research |
| • Environmental Impact Reports (EIR) | • Land Use Applications |
| • Emer. Ordinance & Policy Drafting | • Design Review |
| • Review for Rebuilds and Temporary Housing | • Cannabis Regulations |
| • Housing & Safety Elements | • Long-Range Planning |

Our proposed Planning team for the City is composed of professionals with a management team whose members individually have many years of On-Call Planning, Housing and Environmental Review experience, including providing project and program levels services from both the public and private sector perspectives. This experience enables our team to provide insight to successfully manage our Planning and Environmental Review services to the City.

PROPOSAL TO PROVIDE
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FOR THE
CITY OF PINOLE

SECTION C
ORGANIZATION & STAFFING



4LEAF, INC.

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SECTION C: ORGANIZATION & STAFFING

As your consultant, we understand that our role is to be an advocate on behalf of the City and represent the City's best interests. 4LEAF's team will function as an extension of City staff, seamlessly integrating with City personnel and practices, adding perspective and expertise that only 4LEAF can offer. 4LEAF holds its employees in high regard and can ensure the City that all staff involved have the knowledge, training, experience, and competencies to fulfill the roles and responsibilities of their assigned positions. We are confident in the quality team we can provide to the City and guarantee high-quality service in conformity with the City and project standards. Our team members are results- and detail-oriented and uphold the values of our company to the utmost extent—the success of which can be reviewed in the quality of past projects we have worked on. Our Planning team includes:

Management Team

Michael Renner, CBO – Executive Project Manager

Michael has successfully guided development department staff in Planning, Inspection, and Plan Review through all phases of complex and capital-intensive projects. He is experienced utilizing Planning and Development Department permitting software and directing all department responsibilities, including plan review, multi-discipline inspections, office and field supervision, regulatory compliance, code interpretation, and project acceptance.

Michael will assist the City with contractual or project needs.

Office – (925) 462-5959 | Cell – (925) 785-3581 | Email – MRenner@4leafinc.com



Daniel Hortert, AICP – Project Manager / Director of Planning

Daniel has over 30 years of Planning and Development services experience including over 20 as a public servant for municipalities with populations ranging from 3,500 to over 3.5 million. Daniel's experience covers a range of municipal planning and development functions including Planner, Senior Planner, Planning Manager/Principal Planner, and Department Director for municipal, county, and private sector agencies. He is experienced in land development, construction, community engagement/education, project management, project budget control and oversight, residential, commercial, and industrial site planning and compliance review, and entitlements from single-lots to large complex master-planned communities.

Office - (925) 462-5959 | Cell - (925) 999-6184 | Email - DHortert@4leafinc.com



Erica Fraser, AICP | Principal Planner

Erica is an accomplished Principal Planner with over 20 years of professional experience in the realm of environmental review, resource management, and land use planning. She has extensive knowledge and skills in a wide variety of projects in both urban and rural areas involving project review and community outreach. With the strong ability to oversee programs and coordinate with others, Erica further shows that she is adept in her skillset on her recent assignment with the **City of Hollister** serving as a leader and team player. She practices objective thinking and uses unbiased approaches to conflict resolution.

Office - (925) 462-5959 | Cell - (925) 918-2822 | Email - EFraser@4leafinc.com





Supporting Staff

Adrianna Ortiz – Assistant Planning Director

Adrianna is an exceptional professional with over 15 years of planning experience in the realm of environmental review, resource management, and land use planning. She also has extensive knowledge and is proficient in environmental document preparation, subconsultant coordination, presentation, and budget and project management. Adrianna has impressive presentation and public speaking skills which she regularly exercises as a volunteer for several agencies/organizations such as Bridge of Faith, RHC Alternative Energy/Technology Program Advisory Board, and the RHC Environmental Technology Program Advisory Board.



Office - (925) 462-5959 | Cell - (951) 269-9497 | Email - OrtizA@4leafinc.com

Magda Gonzalez | Senior Planner

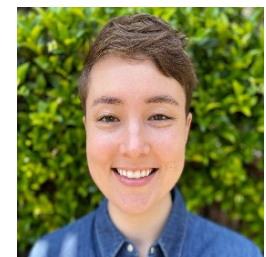
Magda is a skilled Senior Planner with over 10 years of professional experience in the realm of environmental review, resource management, and land use Planning. She also has extensive supervisory experience and is proficient in environmental document preparation, subconsultant coordination, presentation, and budget and project management. Magda excels in her recent assignment with the City of Hollister preparing and reporting performance data, identifying trends and areas for improvement, and analyzing efforts to develop solutions to project issues that may arise.



Office - (925) 462-5959 | Email – MGonzalez@4leafinc.com

Isabella Burch | Environmental Planner

Isabella is a Land Use Planner and Environmental Specialist with 4LEAF. Isabella has more than five years of experience in her field. She is proficient in document preparation, specializing in the management, research, and analysis of projects subject to compliance with the California Environmental Quality Act (CEQA). She provides analytical support for a diverse client base consisting of public and private entities and has assisted such jurisdiction as Auburn, Rohnert Park, and Alameda.



Office - (925) 462-5959 | Email: IBurch@4leafinc.com

Hana Michaelson | Assistant Planner

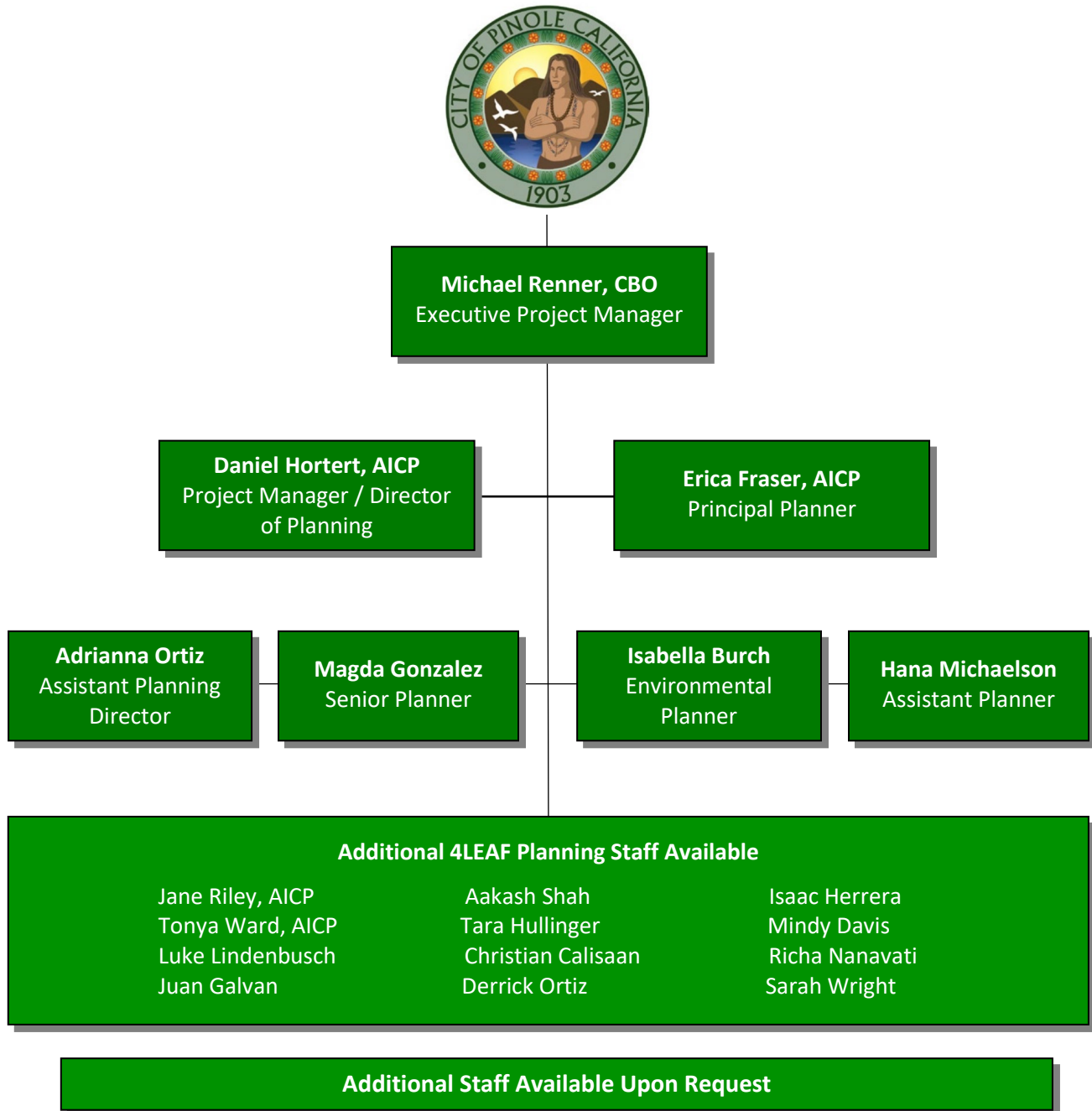
Hana is a talented and ambitious professional with over 17 years of customer service experience. She is highly organized, hard-working, and has successful experience working with others to achieve and maintain compliance and a safe work environment while maintaining the utmost professionalism in any situation. Her personal and professional interest in the Planning sphere makes her an ideal candidate for jurisdictions and Planning projects.



Office: (925) 462-5959 | Email: HMichaelson@4leafinc.com



4LEAF Organization Chart



PROPOSAL TO PROVIDE
ON-CALL & ENVIRONMENTAL
PLANNING SERVICES
FOR THE
CITY OF PINOLE

SECTION D
DESCRIPTION & APPROACH



4LEAF, INC.

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SECTION D: DESCRIPTION & APPROACH

Project Understanding

After reading the City's proposed Scope of Work, 4LEAF understands what the City is looking for and can provide an experienced Planning personnel from a Planning Technician to Planning Director, and everything in between. 4LEAF can provide qualified and knowledgeable staff to perform applicant-initiated applications as assigned by the City's Community Development Department to include conformance reviews, discretionary case processing, project management, entitlement reviews, staff report preparation, zoning compliance, California Environmental Quality Act (CEQA) documentation, review of conditions of approval, and attendance at required meetings for the Planning Commission, and City Council as needed. 4LEAF has thoroughly reviewed the City's RFQ and is proposing on the following scopes of work:

- 4LEAF will conduct preliminary review of applications during the 30-days of application completeness review pursuant to the Permit Streamlining Act (Government Code Sections 65920, et seq.).
- Provide responses to public inquiries via telephone, email, mail or in person regarding permit applications for zoning, plan review comments, and other general inquiries.
- Perform plan reviews and re-checks as needed.
- Applicants will be notified of any additional information or studies required to ensure a complete project description is provided prior to the application being deemed complete.
- During preliminary review, an assessment of the appropriate environmental review for the project and the potential need for additional information necessary to complete CEQA and/or NEPA reviews.
- 4LEAF will provide ministerial review and usher entitlement reviews through discretionary review by decision makers. This review assesses project applications for the appropriate permits and plan amendments for compliance with the City's General Plan and Housing Element, the Zoning Code, State housing requirements, the Subdivision Map Act, Design Guidelines, and applicable objective design guidelines or specific plan requirements.
- Confer with and provide information to property owners, contractors, developers, engineers, architects, and the public regarding conformance to standards, plans, specifications, and codes.
- Prepare staff reports, resolutions, ordinances, and conditions of approval and give oral presentations to the Planning Commission, City Council, and various committees and commissions, and attend evening meetings as required.
- Analyze data for economic, social, environmental, and physical factors affecting land use and prepare environmental documents for public review and adoption.
- Process and review City permits, Plan Checks, Zoning Clearances, Master Sign Programs, Administrative Permits, Minor and Major Use Permits, Design and Site Review, Variances, Tree Removal Permits, Tentative Maps, Zoning Map Amendments, and General Plan and Development Code Amendments.

Approach

Our Planners possess the technical writing and report preparation abilities needed to convey the greatest detail in a manner that is easy to understand with solid recommendations of findings rooted in the plans, policies, and



codes that reinforce the City’s vision. We are dedicated to understanding the vision of a community and rigorously working towards that vision. We utilize application checklists as the foundation of our review and translate policies and regulations as they apply to planning development applications. We transpose our findings into informative, concise, and simple to understand staff reports and environmental compliance documentation. These endeavors cannot be accomplished in a vacuum and our staff are well-versed in project management and will work collaboratively with other City departments and agencies, including regional and state agencies, to ensure that the highest levels of review and feedback are achieved.



4LEAF Planners will arrive on-site with a positive attitude and will make every attempt to move projects forward to achieve successful outcomes. We are creative in our approach and can develop alternative methods to achieve the best outcome for the communities, agencies, and applicants. The Planning Division at 4LEAF is responsible for integrating staff seamlessly into city and county jurisdictions where we are routinely called upon to supplement vacancies and staff shortages. We also provide staff augmentation services when projects require focused processing and

management of a variety of land use applications for compliance with land development codes and general, adopted area, and specific plans.

4LEAF’s Planning duties include the development of submittal forms to meet statutory requirements, responding to planning and zoning inquiries on an information hotline and front counter as applicable, and conducting site inspections and property research to support application processing and public meetings. Additionally, our team evaluates development proposals for the appropriate level of environmental review in accordance with the California Environmental Quality Act (CEQA).

Planning

- | | |
|---|------------------------------|
| • Current Planning | • Site Inspections |
| • Phase I & II Environmental Assessment. | • Application Processing |
| • CEQA Review | • Developing Submittal Forms |
| • Initial Studies | • Property Research |
| • Environmental Impact Reports (EIR) | • Land Use Applications |
| • Emer. Ordinance & Policy Drafting | • Design Review |
| • Review for Rebuilds and Temporary Housing | • Cannabis Regulations |
| • Housing & Safety Elements | • Long-Range Planning |

Current Planning (Counter Intake and Project Review)

4LEAF’s Planning duties include ensuring the project team quickly and effectively becomes familiar with City regulations. This approach minimizes the time needed for our Planning Team to become effective answering questions at the Planning Counter regarding Planning application and Environmental Review requirements as well as conducting Project review. This approach ensures cost and time effectiveness of our provision of services to the City and is a foundational principal in our Planning Team’s approach as detailed below.



Project Application Processing

The Counter Planning Technician is an important and vital member of the Planning Team. They will be the first person most applicants and public will encounter at the Planning Counter and will be professional, informative, and able to be appropriately empathetic with applicants in the regulatory compliance context. They will be responsible for application intake and project file creation, establishing the project review calendar, including completeness review pursuant to the Permit Streamlining Act (Government Code § 65920 et seq.).

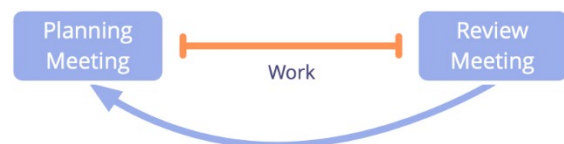
Our team will use the existing submittal forms and advise the City of potential need for updates to keep pace with the many recent changes to Planning and Housing regulations. The Planning Technician will work with the City and 4LEAF management and planners to ensure staff assignments are confirmed for all Planning applications received. Our Planning Technician has confidence in coming up to speed quickly and providing information over the phone, via email, and assisting with project updates to the City website. Being diligent to, taking in and reviewing project applications for applicant notification of commencement of environmental review or a need for additional materials to be submitted for the City to determine the application complete.

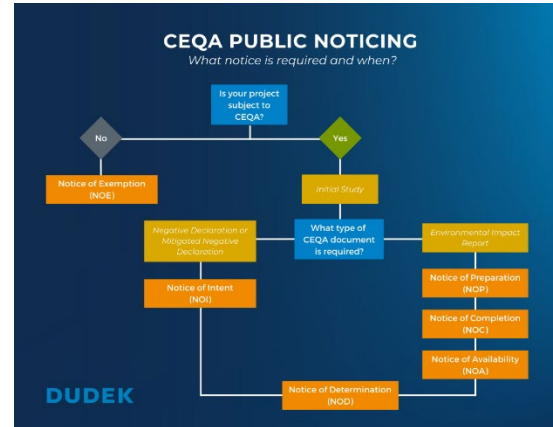
The 4LEAF Planning and Environmental team is composed of experienced Supervisors and Senior level project managers, Associate and Assistant Planners, and Planning Technicians. Our Project Case Planners are assigned cases by the Supervisor or Project Manager in coordination with City staff. Project review assignments will be made to our Planning team depending on the complexity of the project and the applicable experience of the Planner assigned. Our project management approach serves to maximize team ability to process applications effectively from compliance and environmental review to design review and decision-maker hearings. This approach also ensures that our Planning Team is assigned the appropriate number of projects suited to their experience and qualifications, thereby realizing cost and time effective management as part of our approach.



Planning Review Process

Our Planning team members will come to the City informed by our prior experience processing a range of project types: from mixed use commercial and residential projects, hotels, commercial, industrial uses, energy permitting and environmental. Our housing project review experience includes new, rebuilding, and temporary housing. Our planners understand compliance with a range of new legislation adopted by the Governor since 2017 aimed at addressing the statewide housing shortage at the local level. 4LEAF understands the City is looking for experienced Planning personnel. 4LEAF provides qualified and knowledgeable staff to perform applicant-initiated applications as assigned, including conformance reviews, discretionary case processing, project management, staff report preparation, review of conditions of approval, and attendance at required meetings for the Planning Commission and City Council.





Our Planning Team provides project review such as:

- 4LEAF will conduct preliminary review of applications during the 30-days of application completeness review pursuant to the Permit Streamlining Act (Government Code Sections 65920, et seq.).
- During review of applications, assess project descriptions for CEQA determination whether adequate information is provided to allow an assessment of environmental effects consistent with the in applications for consistency with County requirements and notify the applicant.
- Projects deemed to have a complete application, which are not deemed Exempt from CEQA review, shall undergo preparation of the following CEQA documents, consistent with CEQA: Initial Studies (IS), Negative Declarations (ND), Mitigated Negative Declarations (MND), Environmental Impact Reports (EIR).
- Tasks may include 4LEAF peer review of Phase I & II Hazardous Substances reports, Stormwater Pollution and Prevention plans (SWPPP), Groundwater, Air Quality monitoring for both the Planning and Public Works departments.
- Provide responses to public inquiries via telephone, email, mail or in person regarding applications.
- Applicants will be notified of any additional information or studies required to ensure a complete project description is provided prior to the application being deemed complete.
- During initiation of project level environmental review, outreach will be conducted to adjacent local and responsible agencies for air quality, water quality, transportation planning, and tribal consultation as warranted.
- Peer review services will be provided by qualified 4LEAF staff and entail reviewing applicant prepared technical studies and tribal consultation letters submitted with project applications when needed. Depending on the environmental review scope, 4LEAF will partner with qualified experts to provide as needed technical studies.
- 4LEAF will provide ministerial review and usher entitlement reviews through discretionary review by decision makers. This review assesses project applications for the appropriate permits and plan amendments for compliance with the City's General Plan and Housing Element, the Zoning Code, State housing requirements, the Subdivision Map Act, Design Guidelines, and applicable objective design guidelines or specific plan requirements.

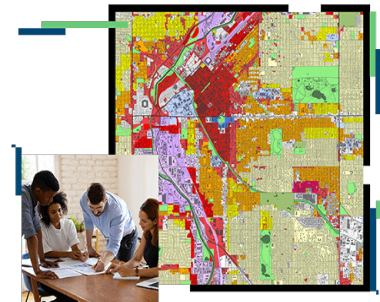


- Confer with and provide information to property owners, contractors, developers, engineers, architects, and the public regarding conformance to standards, plans, specifications, and codes.
- Prepare staff reports, resolutions, ordinances, and conditions of approval and give oral presentations to the Planning Commission, City Council, and various committees and commissions, and attend evening meetings as required.
- Analyze data for economic, social, environmental, and physical factors affecting land use and prepare environmental documents for public review and adoption.
- Perform project management duties including the maintenance of the development database and tracking of deadlines, application submittal requirements, and workload while maintaining quality work products, meeting timelines, and staying within budget.
- Process and review City permits, Plan Checks, Zoning Clearances, Master Sign Programs, Administrative Permits, Minor and Major Use Permits, Design and Site Review, Variances, Tree Removal Permits, Tentative Maps, Zoning Map Amendments, and General Plan and Development Code Amendments.

Long-Range Planning

Our long-range Planning team helps cities draft General Plans, policies, and programs designed to guide their physical design and development. We have over 30 years of experience preparing housing elements, general plans, specific and area plans, and environmental documents in diverse types of ecological, land use, and socioeconomic settings. Our mission is to provide our clients with high-level professional expertise, leveraging our local experience and diverse team of experts to create a plan that is contextual and implementable, and meets the requirements and needs of the community. Our approach to every project is centered upon the design and development of innovative solutions that respond to our clients' specific needs in a cost-effective manner.

Updating a City's General Plan represents a unique opportunity for a community to update and better define its vision and guiding principles for the future, update policy to meet community needs and State requirements, and create easy-to-use and responsive plans that will help achieve a desired vision and goals. Our Planning team has developed a comprehensive project approach that includes an intimate knowledge of a community's specific political and cultural setting, extensive and inclusive community outreach and engagement, comprehensive planning and community design, integrated environmental review, expert scheduling and budget management, and effective implementation tools.



The team would work with City staff, residents, neighborhood and business groups, developers, and other community stakeholders to help the City achieve its goals. Our long-range Planning Team can:

- Update and implement General Plans, including Housing Elements, Safety Elements
- Prepare and update Community Plans and Specific Plans
- Prepare plans for specific opportunity areas within the City. These plans may focus on economic or employment development, neighborhood design or enhancement, transit, mixed-uses, or a combination
- Prepare, update, and implement a City's Climate Action Plan



- Update the Zoning Ordinance to improve the planning process and development standards
- Organize community programs and outreach events

Housing Planning

4LEAF Planning specializes in advanced and housing planning services, offering comprehensive solutions tailored to meet the evolving needs of communities. With a keen focus on implementing critical programs outlined in the 2023-2031 Housing Element of the General Plan, as well as adhering to the City's Below Market Rate Housing Ordinance, our team is adept at navigating complex regulatory landscapes to ensure successful outcomes. We excel in facilitating both private and public development opportunities, providing invaluable support throughout the entire project lifecycle—from conceptual review and site plan assessment to permit processing and beyond. Drawing upon extensive experience, we seamlessly integrate Department of Housing and Urban Development (HUD) and Department of Housing and Community Development (HCD) policies and regulations into our strategic planning approach. Our meticulous attention to detail extends to reviewing applications for completeness and consistency with local, state, and federal regulations, guaranteeing compliance and mitigating potential challenges. Our Planning Team has the expert guidance and unparalleled expertise in advancing housing initiatives and fostering sustainable community development.

In addition, 4LEAF leads the Napa Sonoma Collaborative, an ABAG-supported technical assistance effort funded by Regional Early Action Planning (REAP) grants. The Collaborative assists 16 jurisdictions in Napa and Sonoma counties with Housing Element updates and implementation. 4LEAF convenes regional stakeholders, guides fair housing analysis, and delivers presentations on legislative updates and planning to City Councils, Boards of Supervisors, and Planning Commissions (see <https://napa-sonoma-collaborative-housing-connect-rincon.hub.arcgis.com/>).

Environmental Review Services

Our team evaluates the General Plan, Zoning, Subdivision regulations consistency and environmental impacts of private and public development proposals and coordinates with other divisions to ensure compliance with City standards are met with new development. 4LEAF will prepare the Project Description for review by the City and applicant. The Project Description is an important first step in the project as it defines the project for review for Exemption from environmental review, or whether an Initial Study should be prepared. The Initial Study technical analysis will assess the project's potential effects on the environment and existing uses as compared to the existing baseline condition.



The Project Description is an important first step in the project as it defines the project for review in the Initial Study. It also provides an important opportunity to revise the project to address environmental issues. The Initial Study technical analysis will assess the potential for the proposed project and the potential effects on the environment and existing uses from the proposed project as compared to the existing baseline condition.



The purposes of an Initial Study, as detailed in the CEQA Guidelines § 15063(c)(2) (Initial Study) (Purposes), are to ensure:

- Provision to the Lead Agency [City] with information to use as the basis for deciding whether there is ample support in the public record to support a Negative Declaration (ND) or with mitigation to prepare a Mitigated Negative Declaration (MND).
- Enable an applicant or Lead Agency to modify the project, mitigating adverse impacts and thereby enabling the project to qualify for a ND as detailed in CEQA Guidelines, or
- Whether there is evidence in the entire project record that significant environmental effect(s) would result from implementation of the project and that an Environmental Impact Report shall be prepared.

4LEAF has broad experience managing a range of subconsultants providing technical studies to inform Environmental Review services for resource areas not provided in-house. These resource areas for example include biological resources, cultural and historic resources, and complex traffic and Vehicle Miles Travelled (VMT) analyses. Our Planning team will coordinate with the City to ensure appropriate sub-consultants are identified for each project, either on the City's Qualified Consultant's List or our current partner firms who are qualified to be added to the City's list. 4LEAF's Planning Team is also experienced preparing both Requests for Proposals and Qualifications for technical planning subconsultants. Our Planning Team provides full environmental compliance services from beginning to completion. This encompasses site visits at project initiation and for monitoring for compliance with approved conditions of project approval and environmental mitigation reporting (MMRP), and at the request and authorization by the City.

Project Meeting and Committees

4LEAF recognizes the importance of clear and consistent communication and places a high value on ensuring mutual understanding throughout the project. To achieve this, the 4LEAF team will meet with City staff, including City Councilmembers, Planning & Transportation Commission, Economic Development Advisory Commission, Zoning Administrator, Downtown Advisory Committee, various businesses and associations, and other committees necessary throughout the project to refine the scope of work as needed. Our Planning team will facilitate discussions with the City and organizations involved about project goals, potential outreach and engagement techniques, site opportunities and constraints, relevant background information and documents for site conditions, project schedule, and project management protocols. Community concerns relevant to the sites will be discussed, as well as community-based organizations and stakeholders.



Training

4LEAF planners will assess existing training protocols and manuals currently being utilized by the City and recommend necessary updates based on required legal statutes and best practices, if applicable. Planning and environmental training opportunities will be scheduled appropriately and on an as-needed basis as updates to the General Plan and Zoning Ordinance or as planning entitlements are being processed for public hearing reviews. 4LEAF anticipates that training to city staff, City Council and Planning Commission will be a customized approach



based on timing of these specific updates or individual land use projects of special interest or as the City implements strategic planning goals. As to a broader approach of training efforts, the Project team will recommend and assist with the coordination of training materials, courses, webinars, or conferences that may better familiarize these parties with planning and environmental regulation, laws, and best practices.

Management of Resources

Due to the inconsistent demand of on-call services, 4LEAF takes a proactive approach to resource management. To offset any uncertainty, 4LEAF has implemented three strategies that allow a cooperative process between offices and the ability to scale up or scale down based upon activity. These strategies include:

- **Strong Mix of Full-time and Part-Time personnel** – 4LEAF employees over 40+ planners available “as-needed” to bolster our staffing capabilities. Our assortment of staff allows us to accommodate any immediate needs of the City without unnecessary expenses and/or delays. This allows 4LEAF to control costs and service our clients in the same fashion.
- **Overtime Staff Augmentation** – 4LEAF services a number of clients by providing optional expedited and overtime staff augmentation services. As required, 4LEAF can utilize our staff to quickly meet the sudden needs of our clients and pay them an over-time rate to do so. Although it is a greater expense to 4LEAF, this is utilized to ensure the City is able to meet project deadlines without needless setbacks.
- **Technology** – Our firm places immense value on technological aptitude, and our staff are fully trained with all industry-standard software, in addition to a number of documentation applications and our own proprietary scheduling system. Due to our extensive training, 4LEAF personnel are always ready to integrate with any Development Services Department and hit the ground running.

PROPOSAL TO PROVIDE
ON-CALL & ENVIRONMENTAL
PLANNING SERVICES
FOR THE
CITY OF PINOLE

SECTION E
SCHEDULE OF WORK



4LEAF, INC.

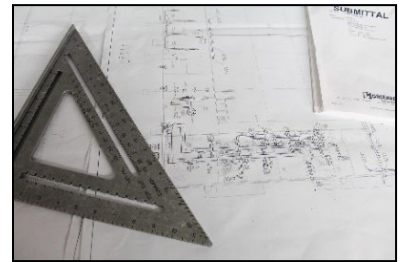
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SECTION E: SCHEDULE OF WORK (ENVIRONMENTAL)

Our Planning team members will come to the City informed by our prior experience processing a range of project types: from mixed use commercial and residential projects, hotels, commercial, industrial uses, energy permitting and environmental. Our housing project review experience includes new, rebuilding, and temporary housing. Our planners understand compliance with a range of new legislation adopted by the Governor since 2017 aimed at addressing the statewide housing shortage at the local level. The following list details typical project review as provided by our Planning Team.

- 4LEAF will conduct preliminary review of applications during the 30-days of application completeness review pursuant to the Permit Streamlining Act (Government Code Sections 65920, et seq.).
- During Preliminary review, 4LEAF will assess applications for complete project descriptions pursuant to CEQA Guidelines section 15124 (Project description).
- Applicants will be notified of any additional information or studies required to ensure a complete project description is provided prior to the application being deemed complete.
- During preliminary review, an assessment of the appropriate environmental review for the project and the potential need for additional information necessary to complete CEQA reviews as required.
- Process development permits, administrative plan reviews, site plan reviews, minor modifications, variances, conditional use permits, subdivisions, parcel maps, and other entitlements as assigned.
- Projects deemed to have a complete application, which are not deemed Exempt from CEQA review, shall undergo preparation of the following CEQA documents, consistent with CEQA: Initial Studies (IS), Negative Declarations (ND), Mitigated Negative Declarations (MND), Environmental Impact Reports (EIR).
- CEQA Addendums and Supplements, and Mitigation Monitoring and Reporting Programs (MMRP) and implementation coordinated with onsite construction monitoring within the City.
- Peer review services will be provided by qualified 4LEAF staff and entail reviewing applicant prepared technical studies submitted with project applications.
- Review proposed development plans for compliance with the City's General Plan, City Code and Zoning Ordinance, and the development standards set forth therein, and any applicable design guidelines or specific plan requirements.
- Confer with and provide information to property owners, contractors, developers, engineers, architects, and the public regarding conformance to standards, plans, specifications, and codes.
- Explain codes, requirements, procedures, and evaluates alternatives.
- Make presentations to the Design Review, Planning Commission, City Council, and various committees and commissions, and attend evening or remote meetings as required.
- Prepare staff reports, resolutions, and ordinances for Planning Commission, and City Council.
- Perform project management duties including the maintenance of the development database and tracking of deadlines, application submittal requirements, and workload.



PROPOSAL TO PROVIDE
ON-CALL & ENVIRONMENTAL
PLANNING SERVICES

FOR THE
CITY OF PINOLE

SECTION F
SUBCONSULTANTS



4LEAF, INC.

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SECTION F: SUBCONSULTANTS

4LEAF will not be including any subconsultants for the contract with the City at this time. However, we understand that the inclusion of any future subconsultant will require prior written authorization from the City and that the City maintains the right to accept or reject any proposed changes to the project team members.

PROPOSAL TO PROVIDE
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SECTION G
COST PROPOSAL



4LEAF, INC.

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SECTION G: COST PROPOSAL

FY2024-2025 FEE SCHEDULE & BASIS OF CHARGES

FOR THE CITY OF PINOLE

All Rates are Subject to Basis of Charges

Planning

Housing Policy Director	\$225/hour
Planning Director	\$205/hour
Principal/Planning Manager	\$185/hour
Environmental Planner.....	\$165/hour
Senior Planner	\$155/hour
Associate Planner	\$135/hour
Assistant Planner	\$110/hour
Planning Technician.....	\$98/hour

Project Management

Project Manager	\$190/hour
Principal-in-Charge	\$280/hour

BASIS OF CHARGES

Rates are inclusive of “tools of the trade” such as forms, telephones, and consumables.

- All invoicing will be submitted monthly.
- These above rates reflect the FY2024-2025 contract period. 4LEAF assumes a 3% escalation for FY2025-2026, FY2026-2027, upon market conditions.
- Overtime and Premium time will be charged as follows:

- Regular time (work begun after 5AM or before 4PM)	1 x hourly rate
- Nighttime (work begun after 4PM or before 5AM)	1.125 x hourly rate
- Overtime (over 8-hour M-F or Saturdays)	1.5 x hourly rate
- Overtime (over 8 hours Sat or 1 st 8-hour Sun)	2 x hourly rate
- Overtime (over 8 hours Sun or Holidays)	3 x hourly rate
- Overtime will only be billed with prior authorization of the Director or other designated City personnel.
- All work with less than 8 hours rest between shifts will be charged the appropriate overtime rate.
- Mileage driven during the course of Inspections will be charged at cost plus 20%.
- Payment due on receipt. All payments over 30 days will be assessed a 1.5% interest charge.
- Client shall pay attorneys’ fees, or other costs incurred in collecting delinquent amounts.
- Client agrees that 4LEAF’s liability will be limited to the value of services provided.
- In accordance with California’s Meal Break and Rest Break Law requirements, Client will be billed one (1) additional hour per day at the regular rate for each missed meal or rest break due to Client-directed tasks or requirements. Client should allow 4LEAF’s non-exempt, hourly employees the opportunity to take their entitled rest and meal breaks during each work shift.

PROPOSAL TO PROVIDE
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PLANNING SERVICES

FOR THE
CITY OF PINOLE

SECTION H
RESUMES & REFERENCES



4LEAF, INC.

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SECTION H: RESUMES & REFERENCES

City of Sausalito

On-Call Planning Services

4LEAF is currently providing On-Call Planning to the City of Sausalito for consulting roles including Interim Community Development Director and Senior Planner—in addition to roles from our Building Department contract. 4LEAF's Director of Planning Services, Daniel Hortert, AICP, is currently assigned to the City and performs duties in the capacity of the Interim Community Development Director. Daniel oversees functions of the Community Development Department, which encompasses Planning, Building, Code Enforcement, and Administration for the City. His responsibilities include:



- Supervising a staff of 9.
- Acting as Secretary to the Planning Commission.
- Performing Design Review for projects and presenting to City Council and the Planning Commission.
- Processing discretionary development applications such as Design Review, Condo Conversions, heightened review projects, CUPs, and variances.
- Processing administrative/ministerial projects such as ADU/JADUs, SB 9 (urban lot splits, SB 9 structures), and administrative variances.
- Developing departmental budgets.

Current/Recent Projects:

- **SB 9 Adoption – CA HOME (Housing Opportunity and More Efficiency) Act:** Modifies residential zoning rules to allow up to four homes to be built on a property zoned for one house. The standards for Sausalito include a maximum of 1,200 square foot units and a maximum height of 16 feet and a State-mandated 4-foot side and rear setbacks.
- **Historic Context Statement:** 4LEAF worked with City's consultant to get approved at City Council. This endeavor has been in the works for many years—the document is intended to give residents and other stakeholders a better understanding of the history and context of Sausalito's built environment and help guide future decisions about historic preservation.
- **Land Acknowledgement Statement/Policy**



Agency Name: City of Sausalito
Client Contact: Chris Zapata, City Manager
Client Telephone: (415) 289-4166
Client Email: CZapata@Sausalito.gov
Contract Dates: 2022 - Present

**City of Pleasant Hill***On-Call Planning Services*

4LEAF provided a Senior-Level Planner to the City where we oversee several complex Planning projects. All projects with the City of Pleasant Hill are developer-funded and responsibilities included:



- Preparing staff reports, resolutions, and ordinances for recommendations by the Architectural Review Commission, Planning Commission and City Council
- Processing applications for minor/major subdivisions
- Planned Unit Development/Specific Plan
- General Plan Amendment
- Minor/Major Subdivisions
- Development Plans
- CEQA Review
- Architectural Review Permits

**Current/recent project support:**

- **Downtown Cleveland Multi-Family Specific Plan:** Architectural Review, Planned Unit Development/Specific Plan “Concept Plan”, Development Plan, General Plan Amendment, and environmental review for a 189-unit multi-family residential development near the City’s Downtown. Project is preparing for public hearings before the Architectural Review Commission, Planning Commission, and City Council.
- **Oak Park Specific Plan:** 34 lot major subdivision, development plan, and rezone (PUD). Rezone from R-10 (SFR 10,000 min) to Multi-family very low density as part of a Planned Unit Development/Specific Plan, development plan review. Prepared all staff reports and made presentation to the Architectural Review Commission, Planning Commission, and City Council.
- **590 Creekside Minor Subdivision:** 2-lot single family subdivision. Prepared all staff reports findings and resolution for approval before the Planning Commission and City Council.
- **2001 CCB Façade Improvements:** Façade improvements for a medium sized retail center. Architectural Review permit. Application withdrawn because of costs.

In addition, our Planner assisted the City with securing their SB2 grant.

Agency Name: City of Pleasant Hill
Client Contact: Troy Fujimoto, City Planner
Client Telephone: (925) 671-5209
Client Email: TFujimoto@PleasantHillca.org
Contract Dates: 8/2019 - Ongoing

*On-Call Building Inspection, Building Official, Permit Support, Planning, Plan Review, Code Enforcement*

4LEAF is providing On-Call full Building & Community Development Department services for the City. We are providing on- and off-site plan review for all building codes, including architectural, structural, plumbing, mechanical, and electrical plan check. We currently staff positions including Permit Technicians, Inspectors, Plans Examiners, Planners, and Code Enforcement Officers, ensuring that all project deadlines are delivered as per the City's contract.

**Scopes of work include:**

- Providing on-call personnel to the Building Department including construction inspectors, building inspectors, building officials, permit technicians, on-site plans examiners/engineers, civil engineers, and code enforcement personnel.
- Providing Building and Civil Plan Review as needed.
- Provide on-call personnel to the Planning Department including Assistant Planners, Planning Technicians, Associate Planners, Senior Planners, Planning Managers, and Planning Directors.
- Reviewing plans and supporting documents submitted for projects.
- Checking for compliance with all applicable codes adopted by the City, including, but not limited to California Building, Mechanical, Plumbing, and Electrical Codes, Uniform Solar Energy Code, and any applicable adopted local amendments, State of California codes or regulations.
- Confirming building use, occupancy, and type of construction, and reviewing construction of buildings and structures to determine satisfaction of safety requirements.
- Coordinating building permit requirements and interfacing with City Departments and other agencies, including but not limited to the Public Works Department and Planning Division.
- Enforcing conditions of approval associated with discretionary permits regarding building and safety regulations, as adopted by the City.
- Providing special inspections by qualified inspectors and conduct investigations as directed by the City, including field and office research and the preparation of letters and/or documents.
- Preparing inspection logs, notice of violations and other documents of building and safety code violation cases for submittal to the City Attorney's office when prosecution action is necessary to obtain compliance with the above codes and regulations.
- Receiving, processing, and issuing building permits and coordinate the plan check and inspection process, including the tracking, routing and storage of building plans and the filing of building permit applications. Input information into the City's computer tracking system.

Agency Name: City of Vallejo
Client Contact: Christina Ratcliffe, Director
Client Telephone: (707) 648-4387
Contact Email: Christina.Ratcliffe@CityofVallejo.net
Project Dates: 2021 – Present

**City of Rohnert Park***Housing Element Update*

4LEAF completed the Housing Update for the City of Rohnert Park, located in Northern California. The city has a RHNA of approximately 1,580 units compared to 899 units in RHNA Cycle 5, representing a 76% increase from the last Planning cycle. To ensure an adequate inventory of viable sites, the 6th Cycle Housing Element Update necessitates rezoning in targeted areas.



The city chose 4LEAF because our team of professional planners have an established working relationship with HCD and a thorough understanding of State housing law. Our team has demonstrated the ability to be proactive in maintaining communication, meeting deadlines, and addressing all the new statutory requirements for 6th Cycle Housing Elements. Rohnert Park's Housing Element was among the first in the Association of Bay Area Governments (ABAG) region to achieve full HCD certification of compliance with State housing laws in March 2023.

Our services for this project include:

- Project management
- Community outreach and engagement
- Housing Element preparation
- CEQA compliance (with Rincon Consultants based on concurrent General Plan Update EIR)

Some of our Housing Element work can be viewed on the City's website at: <https://nsc-housing.org/city-of-rohnert-park>



Agency Name: City of Rohnert Park
Contact Name: Jenna Garcia, Housing Manager
Contact Email: JGarcia@RPCity.org
Contact Telephone: (707) 588-2238

Daniel J. Hortert, MCP, AICP

Project Manager / Director of Planning

Experience

25+ years

Core Competencies

Technical Plan and Compliance Review
Project Management
Policy Development and Administration
Technical Writing and Presentations

Education

University of Cincinnati (1996-1998),
Master of Community Planning
(MCP)

University of Southern California
(1993- 1996), BS Planning and
Development (BS PLDV)

Grossmont Community College (1991-
1993), AA General
Studies/Architecture

Certificates & Achievements

American Institute of Certified Planners
#016957 (7/2001)

International Code Council certifications
(7) for residential and commercial
construction

Plan2040 Comprehensive Plan
Doña Ana County, NM
CNU27 Charter Award Winner

Professional Affiliations

American Institute of Certified
Planners (2001-Present)

American Planning Association
(1993-Present)

California Chapter (Current Chapter
International Economic Development
Council (2012-Present)

International City/County
Management Association # 749050

Experience Summary

Daniel has over 25 years of Planning and Development services experience including 20 as a public servant for municipalities with populations ranging from 3,500 to over 3.5 million. Daniel's experience covers a range of municipal functions including Planning Director, Senior Planner, Planning Manager/Principal Planner, and Community Development Department Director for public and private sector agencies. He is experienced in land development, construction, community engagement/education, project management, project budget control and oversight, residential, commercial, and industrial site planning and compliance review, and entitlements from single-lots to large complex master planned communities.

Daniel has extensive experience administering and managing regulatory document preparation including creating and updating land development ordinances, comprehensive and general plans, traditional and form-based coding, development agreement negotiations, and residential and commercial design guidelines. His recent planning assignments on behalf of 4LEAF include the cities of Sausalito, Larkspur, Pinole, Greenfield, and Jackson County, OR.

Select Professional Experience

4LEAF, Inc. - City of Larkspur & City of Sausalito

Project Manager / Director of Planning

Daniel oversaw the Community Development Department for the cities of Larkspur and Sausalito, which included managing the Planning, Building, and Code Enforcement scopes. Additional responsibilities included providing information to the public regarding zoning regulations and permit procedures, active project proposals, and permit and property records.

4LEAF, Inc. - City of Greenfield, CA

Principal Planner

Daniel was responsible for coordinating the development of the Community Development Policy & Procedure Guidelines for the department. Additional work included cannabis policy, development and cannabis deposit accounts, and development process flowcharts.

4LEAF, Inc. - City of Pleasant Hill, CA

Contract Project Planner

- Acted as project manager for five development applications.
- Client liaison to commissions, boards, and council.
- Performed design and compliance review with City standards.
- Tentative Maps.
- Master Sign Programs.
- General and Specific Plan Development/Amendments.
- Researched and assisted with grant funding application (SB 2).

4LEAF, Inc. - City of Pinole, CA

Contract Planning Manager

- Supervised Planning, Building, Code Enforcement, and Permit staff.
- Administered General Plan/Specific Plans, Zoning/Subdivision Ordinances, Design Guidelines, and CEQA Compliance.
- Advised at various councils, boards, commissions, and elected officials on planning-related issues
- Served as liaison and performed functions in support of the Planning Commission including project review, staff reports, recommendations, resolutions, and conditions of approval.
- Provided customer service to the public, internal and external departments, and agencies.
- Provided environmental reviews for development projects.

Doña Ana County, NM

Economic Development Manager/Director/Senior Planner

8/2011 - 1/2019

- Oversaw County Economic Development functions.
- Promoted, expanded, and retained business operations county-wide.
- Processed and administered Local Economic Development Act (LEDA) applications/contracts.
- Worked with area agencies to bring economic prosperity to each region.
- Directed Community Development Department consisting of 40+ employees including Current and Advance Planning, Building Services, Geographic Information/Mapping, Grants and Administration, and Animal Control/Code Enforcement Divisions.
- Fostered and encouraged team atmosphere amongst Community Development divisions as well as other county departments and external agencies/organizations.
- Developed department and County policies related to the efficiency of daily operations.

RBF Consulting - Phoenix and San Diego Offices

Senior Planner/Associate/Project Manager

6/2005 - 9/2010

- Successfully managed a variety of commercial and residential development project applications.
- Routinely interacted with City/County staff on submittal of complex planning projects.
- Coordinated various internal/external disciplines to ensure complete submittal packages.
- Managed complex planning studies, development applications, and reviewed proposals.

- Reviewed and processed complex general, master, and comprehensive plan amendments, rezoning requests, annexations, site plans, minor and major subdivision plats, CEQA compliance (CA only) including assisting with EIRs, Initial Studies, and Categorical Exemptions, and a Coastal Permit in Del Mar, San Diego County.
- Developed project budgets, verified contract expenditures and compliance.
- Conducted research and prepared reports on land use, physical, social, and economic issues.
- Provided professional planning assistance to member communities on varied land use projects.
- Performed field inspections.

Town of Chino Valley, AZ

Planning Manager/Director

3/2003 - 6/2005

- Oversaw Development Services Department including recruitment and staff evaluation.
- Developed organization-wide and department-wide goals, objectives, policies, and procedures.
- Reviewed and approved ministerial/minor application submittals (lot-splits, R-O-W dedications).
- Prepared division/department operations budget including revenues, expenditures, and staffing.
- Ensured that Town Boards and Commissions were fully informed on application submittals.
- Lead Planner during General Plan and Unified Development Ordinance rewrites.
- Lead author of the Town's Property Maintenance Code.
- Reviewed and approved all departmental reports and presentations to ensure that local state and federal regulations were complied with.
- Prepared grant applications for AZ Growing Smarter funding, procured two grants (\$10,000/\$2,500 for the 2003 General Plan Amendment).

Cranberry Township, PA

Planner/Code Enforcement Officer

1/2000 - 3/2003

- Managed multiple residential and commercial development project applications including building plan review, site plan review, approval of building plans, all aspects of residential and commercial site and structural inspections.
- Facilitated developer negotiations and drafted agreements for large development projects.
- Performed code enforcement duties for compliance with Township regulations including inspection, citation, and fines/court.
- Prepared written and oral reports for Township Boards and Commissions.

Butler Township, PA

Planner/Regulations Inspector

8/1998 - 1/2000

- Managed residential and commercial development project applications (Zoning and Subdivisions).
- Performed code enforcement duties.
- Performed residential and commercial building plan reviews.

Erica Fraser, AICP

Principal Planner

Experience

24+ years

Education

B.S., City and Regional Planning
CalPoly State University San Luis Obispo

Certifications

AICP

Professional Affiliations

American Institute of Certified Planners
American Planning Association

Experience Summary

Erica is an accomplished Principal Planner with over 20 years of professional experience in the realm of environmental review, resource management, and land use planning. She has extensive knowledge and skills in a wide variety of projects in both urban and rural areas involving project review and community outreach. With the strong ability to oversee programs and coordinate with others, Erica further shows that she is adept in her skillset on her recent assignment with the City of Hollister serving as a leader and team player. She practices objective thinking and uses unbiased approaches to conflict resolution.

Select Professional Experience

4LEAF, Inc.

Principal Planner

2022 - Present

Erica is currently serving the City of Hollister on behalf of 4LEAF as a Senior Planner. She assists in managing projects for administrative, discretionary, and legislative compliance, processing development proposals and preparing environmental documents for land use development projects. Erica's other duties may include:

- Working in regional program zones including natural and water resources planning, community development, hazard modification, and coastal zone management.
- Completing field inspections to collect data related to development review processes and verifying that development projects comply with approved plans.
- Serving as a liaison and communicating reports and findings from inspections and research to staff, officials, and planning and zoning boards and commissions.
- Developing project budgets, directing bidding processes, and verifying expenses and compliance.

M-Group (Planning Consultants)

Senior Planner

2012 - 2013

Assisted the City of Pleasanton and the City of Foster City with staff reports, presenting projects to the Planning commission and City councils, and preparing environmental review documents (CEQA).

City of Dublin

Senior Planner

2005 - 2010

- Prepared staff reports and presented projects to the Planning commission and City council and provided project assistance and answered questions for Planning staff when needed.
- Performed design review of large-scale and small residential and commercial improvements and environmental review (CEQA & NEPA) including the preparation of environmental documents.

- Supervised Assistant and Associate Planners, zoning ordinance overhaul, general and specific plan updates, and coordinated review of projects between City departments.
- Managed high-profile projects such as Metropolitan (mixed-use development), Downtown Dublin specific plan, Windstar multi-family housing (infill, downtown Dublin housing), Grafton Station (large shopping center), Vargas development (residential) Arroyo Vista redevelopment (affordable and market rate housing), and Moller Ranch annexation and Planned Development Zoning (single family development).

City of Foster City

Senior Planner

2004 - 2005

- Prepared staff reports and presented projects to the Planning commission and City council.
- Reviewed all building permits for compliance with municipal codes and determined whether proposals for commercial building permits are compliant with all municipal codes and zoning.
- Coordinated review of projects between all City departments, environmental review, large scale commercial projects, and design review of residential and commercial improvements including controversial additions and projects.
- Provided customer service at the Planning counter, mentored new employees on City protocols, and updated department web pages.
- Assisted with projects such as Bayside Towers (new 100,000 sq. ft office building and parking garage), general plan update, City policies and amendments to the municipal code.

Associate Planner

2002 - 2004

- Prepared staff reports and presented projects to the Planning commission and City council and mentored new employees on City protocols.
- Reviewed all building permits for compliance with municipal codes and performed design review of residential and commercial property improvements.
- Assisted with projects such as a new private school on 12 acres, VISA International office building, community profile, and general plan updates.

Assistant Planner

2000 - 2002

- Prepared staff reports and presented projects to the Planning commission.
- Performed design review of room additions and residential and commercial property improvements.
- Provided customer service at the Planning counter and updated department web page.
- Assisted with projects such as community profile, general plan update, and special reports to the Planning commission.

Adrianna Ortiz

Assistant Planning Director

Experience

15+ years

Education

Masters, Business Administration/Leadership
Management – University of La Verne

B.S., Urban & Regional Planning
California State Polytechnic University
Pomona

B.A., Business Administration
University of La Verne – Irvine, CA

A.S., Alternative Energy Technology
Rio Hondo College – Whittier, CA

A.A., Liberal Arts
Rio Hondo College – Whittier, CA

Certifications

NDPTC: Advanced Disaster Recovery
Strategies for Local Communities

FEMA, Fundamentals of Emergency
Management IS-00230.d

FEMA, Introduction to Incident Command
System ICS-100.B, IS-100

FEMA, National Incident Management
System (NIMS) An Introduction IS-700.a

CERT, LA County Fire Department

Cal/OSHA 30-hr General Industry Outreach

Cal/OSHA 40-hr HAZWOPER

Rio Hondo College Train the Trainer
Certification

DBE/ACDBE Certification

Experience Summary

Adrianna is an exceptional professional with over 15 years of planning experience in the realm of environmental review, resource management, and land-use planning. She also has extensive knowledge and is proficient in environmental document preparation, sub-consultant coordination, presentation, and budget and project management. Adrianna has impressive presentation and public speaking skills which she regularly exercises as a volunteer for several agencies/organizations such as Bridge of Faith, RHC Alternative Energy/Technology Program Advisory Board, and the RHC Environmental Technology Program Advisory Board. Her ability to Serve as a leader and team player who practices objective thinking and uses unbiased approaches to conflict resolution, makes her an asset to any team and work environment. Adrianna will be testing for AICP in the early fall.

Select Project Experience

4LEAF, Inc.

Assistant Planning Director

2021 - Present

Adrianna has been with 4LEAF for more than two years as the Assistant Planning Director. She has spent the last year as the Interim Planning

Director for the City of Hollister on behalf of 4LEAF where she recruited, hired, and implemented a team of eight Planners of various levels from Technician through Director Level to compliment the existing two City Planner's at the City. Adrianna also took on several complex projects and helped create new streamlined approaches to provide consistency to the Planning Division. She also routinely presented to Council and Planning Commission meetings and interfaced successfully with City Management and elected. Adrianna contributes to 4LEAF's Planning Department by:

- Managing planning studies and development applications and examining consultant proposals.
- Developing budgets, directing bidding processes, and verifying contract expenses and compliance.
- Researching and organizing statistical reports on land-use, physical, social, and economic topics.
- Working in regional program zones including natural and water resources planning, community development, hazard modification, coastal zone management, and more.
- Completing field inspections to collect data related to development review processes and verifying that development projects comply with approved plans.
- Serving as a liaison and communicating reports and findings from inspections and research to staff, officials, and planning and zoning boards and commissions.



- Providing Planning assistance to member communities on diverse land-use projects.
- Supervising and mentoring Junior Planners.

San Bernardino County Department of Airports – Chino, CA

Airport Planner

2019 - 2021

- Reviewed and coordinated the development of comprehensive plans, proposals, and programs for utilization of land and physical facilities to determine recommendations to management.
- Recommended facility projects which can be funded through federal or state agencies.
- Prepared estimates, made recommendations, gathered information, and assisted in the Planning and preparation of federal and state grant applications for capital improvement projects.
- Researched and reviewed technical reports, prepared maps, site locations, and presented compiled data to advise and inform management.
- Served as a project lead representing the Department of Airports for improvement projects.
- Distributed solicitation of proposals and requested scopes and estimates on proposed projects and prepared on-call contractor with notices to proceed.
- Prepared and maintained necessary records, reports, and correspondence and ensured the implementation of inspection, maintenance, and operational reporting procedures for meeting mandated report submission requirements.
- Met with prospective lessees to determine facility needs, coordinated with staff to complete use permit applications, participated in negotiations of long- and short-term lease agreements.
- Participated in new hire selection and interview process as well as trained personnel.

Romo Planning Group – Rancho Cucamonga, CA

Project Director

2017 - 2021

- Provided guidance to developers, residents, and prospective investors in complying with municipal code, design guidelines, general plan, and state and federal laws.
- Resolved and expedited land use entitlements applications – Lot mergers, lot line adjustments, wireless facilities, minor conditional use permits, and tentative map extensions.
- Completed staff reports and evaluated conformance with municipal code, California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), Airport Land Use Compatibility reports (ALUM), and Tribal Consultation (AB 52, SB 18) requirements.
- Drafted municipal code to allow cannabis dispensaries and reviewed cannabis permit applications to determine approval or denial.

San Bernardino County Land Use Services – San Bernardino, CA

Planner

2016 – 2017

- Managed front counter, phone, and email inquiries by providing residents and developers with applicable information in accordance with the current county development code.
- Coordinated with county code enforcement to resolve cases and assist residents and landowners with becoming compliant and understanding the stipulations of the development code.
- Handled lot mergers, zoning verifications, rebuild letters, and land use entitlement research.

Magda Gonzalez

Senior Planner

Experience

10+ years

Education

M.P.A.

CSU, San Bernardino

B.S., Business Administration

CSU, San Bernardino

B.A., International Business Administration

CSU, San Bernardino

Skills

MS Office Suite

Bluebeam

ArcMap GIS

Adobe

Accelea

Languages

English

Spanish

Experience Summary

Magda is a skilled Senior Planner with over 10 years of professional experience in the realm of environmental review, resource management, and land use Planning. She also has extensive supervisory experience and is proficient in environmental document preparation, subconsultant coordination, presentation, and budget and project management. Magda excels in preparing and reporting performance data, identifying trends and areas for improvement, and analyzing efforts to develop solutions to project issues that may arise. With the strong ability to oversee programs and coordinate with others, Magda further shows that she is adept in her skillset with the ability to serve as a leader and team player who practices objective thinking and uses unbiased approaches to conflict resolution that make her an asset to any team and environment.

Select Professional Experience

4LEAF, Inc.

Senior Planner

2022 - Present

Magda contributes to municipal Planning Departments on behalf of 4LEAF and her recent assignment include the cities of **Hollister**, Sausalito, Moreno Valley, Culver City, and Fernley, NV. Her responsibilities as a Senior Planner include:

- Managing complicated Planning studies and development applications.
- Successfully managed a variety of commercial and residential development project applications.
- Routinely interacted with City/County staff on submittal of complex planning projects.
- Coordinated various internal/external disciplines to ensure complete submittal packages.
- Developing project budgets, directing bidding processes, and verifying expenses and compliance.
- Conducting research and organizing reports on land use, physical, social, and economic topics.
- Working in regional program zones including natural and water resources planning, community development, hazard modification, coastal zone management, and more.
- Completing field inspections to collect data related to development review processes and verifying that development projects comply with approved plans.
- Serving as a liaison and communicating reports and findings from inspections and research to staff, officials, and planning and zoning boards and commissions.
- Providing planning assistance to member communities on diverse land use projects.
- Supervising and mentoring junior Planners.

San Bernardino County Land Use Services – San Bernardino, CA

Senior Planner

2012 - 2022

- Reviewed and process land use applications for urban and rural development proposals and applied San Bernardino County countywide plan, development code regulations, ordinances, policies, and state environmental law.
- Analyzed, interpreted, and presented environmental, zoning, and other county Planning data to explain the entitlement process.
- Effectively communicated with Planning Commissioners, staff, internal and external agencies, and residents, as well as community organizations.
- Performed in-depth historical research to make informed entitlement determinations and utilized effective written communication to compose initial studies, staff reports, and correspondence.
- Actively participated in the development of a streamlined functional application processing system Accela which enabled the Planning Division to digitalize their applications, use permits, and entitlement processes.
- Completed environmental reviews utilizing environmental and focused studies in compliance with the California Environmental Quality Act and in adherence with Assembly Bill 52.
- Reviewed site plan designs to ensure compliance with applicable regulations (i.e., land use, setbacks, etc.) and conducted extensive research in specific or general project areas.
- Drafted ordinances to address community concerns and compliance with State regulations.

San Bernardino County Dept. of Behavioral Health – Victorville, CA

Office Assistant II

2011 - 2012

- Interpreted, applied, and explained department rules, regulations, policies and procedures to clients and the public.
- Researched and established/modified accounts according to insurance benefits or client's financial responsibility.
- Coded and reviewed billing.

San Bernardino County ATC / Central Collections – San Bernardino, CA

Office Assistant II

2010 - 2011

- Executed arithmetical computations to determine fees/fines owed.
- Updated, coded, and edited accounts as well as reconciled accounts to maintain fiscal accountability.
- Explained department procedures and regulations, clarified court ordered payment schedules.

Victor Elementary School – Victorville, CA

Bilingual Instructional Assistant

2007 - 2010

- Coordinated and administered standardized testing.
- Assisted SAM and principal in allocating funds to appropriate programs.
- Provided information regarding school enrollment, school attendance review board process and spearheaded ELAC parent program.

Isabella (Buddy) Burch

Environmental Planner

Experience

8+ years

Education

M.U.P Master of Urban Planning,
University of Southern California, LA
B.A., Government and Philosophy,
Claremont McKenna College

Software

Microsoft Office Suite
Adobe Suite

Experience Summary

Isabella is a land use planner and environmental specialist with over 8 years of experience in document preparation, specializing in the management, research, and analysis of projects subject to compliance with the California Environmental Quality Act (CEQA). Provides analytical support for a diverse client base consisting of both public and private entities. Experienced in providing on-call environmental planning services and serving as a contract planning staff for Southern California and Northern California municipalities.

Isabella possesses a strong analytic aptitude with a realistic approach to problem solving. She is a dedicated professional that is driven by facilitating reliable initiatives that provide continuous improvements for communities. Isabella is an excellent self-starter and proactive asset that can identify voids in processes and adapt to any team.

Select Professional Experience

4LEAF, Inc.

Environmental Planner

2024 – Present

- Assist with project needs in response to requests from the Community Development Director and public agencies.
- Provide California Environmental Quality Act (CEQA) reviews.
- Work on Housing Element Updates.

Brian Silveira and Associates

Consultant

2023 – 2024

- Provide technical services for CEQA and NEPA documents.
- Manage document production, editing, and other consulting services.
- Prepare Class 32 Categorical Exemptions for Infill Development

Falck Ambulance

Emergency Medical Technician

2023 – 2024

- Supported Los Angeles County Fire Department in response to 911 emergency calls.
- Provided care to patients within the Basic Life Saving scope of practice.
- Operated an ambulance while driving Code 2 and Code 3 per State of California and company protocols.

ICF

Environmental Planner

2022 – 2023

- Prepared CEQA and NEPA documents for California state public agencies.
- Created and oversaw project schedules and work distribution for multi-year projects.
- Developed well-formatted presentations and work products for public and private clients.

GPA Consulting

Environmental Planner

2021 – 2022

- Assisted with the preparation and writing of environmental documents and technical analysis.
- Prepared deliverables for delivery to the client by formatting, printing, binding, and mailing.
- Supported the preparation of presentations for clients, the public, and boards or commissions.

Scott AG

Project Manager

2018 – 2019

- Manage client/designer/fabricator relationships for multi-phase environmental graphic design projects.
- Coordinate with general contractors on installation timelines at 15 projects including multi-family and commercial developments.
- Recommend strategies for planning department and zoning administration approval at 10 projects.

The Climate Center

Legislative Research Assistant

2017 - 2019

- Produced policy briefs on California State Legislature bills.
- Participated in policy strategy alignment meetings.
- Authored white papers for internal and external presentations on electric vehicles and just transitions.

Scott AG

Design Group Assistant

2017 – 2018

- Researched signage codes for cities and states.
- Produced plan documents using Adobe Illustrator and InDesign.
- Compiled interior and exterior finish studies.

McMaster-Carr Supply Co.

Management Development

2016 – 2017

- Gathered and analyzed data for E-Commerce and transportation projects.
- Produced employee training manuals in Adobe Illustrator and InDesign.
- Evaluated customer fit for marketing campaigns.

Hana Michaelson

Assistant Planner

Experience

17+ years

Education

B.A., Environmental Studies and City Planning

Sonoma State University

Skills

MS Office Suite

KPI

Contract Negotiation

Data Entry

Experience Summary

Hana has a B.A. degree in Environmental Studies and City Planning. She is a talented and ambitious professional with over 17 years of customer service experience. Hana is highly organized, hard-working, and has successful experience working with others to achieve and maintain compliance and a safe work environment while maintaining the utmost professionalism in any situation. Her personal and professional interest in the Planning sphere makes her an ideal candidate for jurisdictions and Planning projects. Hana's ability to maintain composure in difficult situations and find proactive solutions is one of her greatest strengths, among many, and makes her a great addition to any team or project.

Select Professional Experience

4LEAF, Inc.

Assistant Planner

2023 - Present

Hana is serving in the capacity of an Assistant Planner for 4LEAF clients to fulfill on-call Planning needs.

Some of her duties include:

- Reviewing, approving, or rejecting building permits for the Planning Department.
- Reviewing, researching, and preparing architectural review reports.
- Providing Planning counter assistance, including interacting with the public regarding general Planning inquiries.
- Conducting various research projects as well as on-site Planning inspections on behalf of the jurisdiction.

Volt Workforce Solutions – Santa Rosa, CA

Account Manager / Staffing Consultant

2022 - 2023

- Increased selling opportunities in a targeted market, identified prospects, and signed new business.
- Developed strategies to grow business inside of existing client portfolios while ensuring customer satisfaction.
- Recruited candidates for direct placement and temporary positions.

Seed-O-Sphere – Santa Rosa, CA

Sales Consulting / Packaging Design

2013 - 2022

- Created packaging designs and sales consulting for family seed company focused on beautiful drought tolerant and pollinator supporting gardens.
- Provided customer service to clients including government agencies, green businesses, wedding industry, and gardeners.

Michel-Schlumberger Wine Estates – Healdsburg, CA

Wine Sales DTC Professional

2017 - 2022

- Provided special offerings and exclusive outreach sales.
- Commissioned position focused on club incentives, new business, issue resolution, and meeting of stringent sales goals.

Vintage Wine Estates – Santa Rosa, CA

Sales Manager / Sales Operations

2014 - 2017

- Managed and trained 20+ sales representatives.
- Managed sales analysis & projections, reporting, policy implementation and review, order processing, issue resolution, client relations, inventory coordination, procedural assistance, departmental trainings, and presentations.

EcoNugenics, Inc. – Santa Rosa, CA

Sales & Marketing / Business Development Director

2008 – 2013

- Increased B2B sales and expanded B2C customer base, with talent for creating new revenue streams, cross functional teams, profitable programs and promotions, and operation efficiency.
- Consistently exceeded rigorous sales goals by maximizing key accounts; Amazon.com, Source Naturals, NOW Foods, and Emerson Ecologics.
- Drafted, negotiated, and implemented private label program, product agreements and contracts.
- Increased direct mail, web, and email campaign revenue by \$2 million between 2010 and 2012.

Sculpturesite (A New Leaf Gallery) – Sonoma, CA

Sales & Gallery Manager

2006 - 2008

- Managed all sales for commercial fine art gallery.
- Responsible for staffing, website management, photography, gallery openings, public relations, artist communications, and installations.

Michael Renner, CBO

Executive Project Manager

Experience

15+ years

Education

Building Inspection Technology Program
Butte College, California

Certifications

ICC Certified Building Official
ICC Residential Building Inspector
ICC Residential Mechanical Inspector
ICC Residential Combination Inspector
ICC Commercial Building Inspector
ICC Residential Plans Examiner
ICC Residential Plumbing Inspector
ICC Building Plans Examiner
ICC Residential Electrical Inspector
ICC Building Inspector
ICC Building Code Specialist
State of California Post Disaster Safety
Assessment Evaluator

Professional Affiliations

California Building Officials Assoc. of Ca.
East Bay Chapter, ICC
Yosemite Chapter, ICC
Peninsula Chapter, ICC
San Joaquin Chapter, ICC
Napa Solano Chapter, ICC
Sacramento Valley Assoc of Building
Officials
Green Building Council Assoc.
Served on Board for ICC East Bay Chapter

Experience Summary

Mr. Renner is a highly experienced development professional, with extensive administration and management experience. He has successfully guided development department staff in inspection and plan review through all phases of complex and capital-intensive projects. He is experienced utilizing development department permitting software and directing all department responsibilities, including plan review, multi-discipline inspections, office and field supervision, regulatory compliance, code interpretation, and project acceptance. Michael is a result-oriented leader and is regarded as a mentor to many junior staff members. With his customer-first attitude and approach, he makes a difference to those he works with through his skills in complaint resolution, problem solving and team building.

Michael's management approach focuses on mentoring his staff and improving department processes to ensure services are delivered with a high level of customer service. He is committed to serving the needs of our clients through strong leadership and an effective collaborative approach. Michael has knowledge of building and fire codes for local, state and federal ordinances – ICC, UMC, UPC, NFPA, NEC, OSHA, ADA and health regulations. Michael has managed several billion-dollar construction projects including:

- Sonoma County Resiliency Permit Center: \$5 Billion
- Town of Paradise, Paradise Fire Recovery: \$9.5 Billion

Select Project Experience

County of Sonoma, CA – Resiliency Permit Center (RPC) | 2019 - Present

Executive Project Manager

The 2017 Complex Fires resulted in the destruction of 3,000+ residential structures in unincorporated Sonoma County. The Resiliency Permit Center is an on-site disaster recovery center exclusively dedicated to the residential reconstruction permitting needs and offers a full range of development services to residents, contractors, and developers in Sonoma County. Michael serves as the Executive Project Manager and has overseen the RPC from staff recruitment, community outreach, the implementation of permitting procedures, plan review management, and building inspections, all while maintaining a cohesive partnership between the County of Sonoma and the 4LEAF, Inc.



Town of Paradise - Fire Recovery | 2019 - Present

Executive Project Manager

Michael is the Executive Project Manager responsible for the management of the Community Development Services to the Town of Paradise. This four-year contract was put into place and 4LEAF is to provide Permitting, Plan Review, Building Inspections, Public Works Inspections, Planning, Code Enforcement, Debris Removal Management, and Public Outreach for this **\$9.5 Billion rebuild** set to take place over the next 10 years. 4LEAF is assisting the Town with a post disaster recovery-centered office that offers permit intake and processing, record support, plan review, and inspections services for the peak rebuild during the next several years. This office will offer the full range of planning and building assistance to residents, contractors, and developers. In addition, 4LEAF provides outreach specialists to help provide education and outreach to the community on processes and progress of rebuilding. 4LEAF and its staff utilize the Accela software for permitting, building, and inspections and our staff currently include 15 personnel and will scale to 20 personnel by the end of 2019.



Calaveras County, CA – Butte Fire Recovery | 2016 - 2017

Interim Building Official

Michael acted as the Interim Building Official during the Butte Fire Recovery process. The Butte Fire burned over 70,000 acres and destroyed over 1,000 structures throughout the County. Michael oversaw the expedited redevelopment of the County.



California Energy Commission, CA – Carlsbad Energy Center | 2017 - 2018

Delegate Certified Building Official

Michael acted as the Delegate Building Official to the California Energy Commission for the construction of the Carlsbad Energy Center. Michael oversaw the plan review, inspections, safety, and quality control of this 527-MW simple-cycle gas-fired power facility.



West Coast Code Consultants, Inc., San Ramon, CA | 2016 - 2019

Regional Manager

Michael oversaw the North Bay, Sacramento, and Central California Region providing Project Management and Building Official services. He was responsible for the oversight, coordination and quality control of the various service lines to WC3's regional clients. Michael has recently served as the project manager for the Sonoma County Resiliency Permit Center, interim Building Official for the County of Calaveras, the County of Napa, the City of Parlier, and the City of Livingston.

Interwest Consulting Group, Stockton, CA | 2012 -2016

Building Official

Michael provided review services for residential and non-residential construction project plans for compliance with California Building, Plumbing, Mechanical, Electrical Codes, Energy Standards and California Accessibility Standards, state and local building codes, policies, amendments, and ordinances. He provided as-needed in-house plan review services for the County of Napa and the Town of Atherton.

Self-Employed, Modesto, CA | 2009- 2012

Consultant

Michael worked with various contractors in Northern California reviewing and inspecting construction projects for compliance with all State, Federal, and local policies and regulations.

PROPOSAL TO PROVIDE
ON-CALL & ENVIRONMENTAL
PLANNING SERVICES
FOR THE
CITY OF PINOLE

SECTION I
REQUIRED STATEMENT &
DOCUMENTS



4LEAF, INC.

Page 820 of 980



SECTION I: REQUIRED STATEMENTS & DOCUMENTS

1. Disclose any actual, apparent, direct or indirect, or potential conflicts of interest that may exist with respect to the consultant, management, or employees relative to the services to be provided under the Agreement. Consultant must disclose any real or apparent conflict of interest associated with this project or with working for the City of Pinole. If a Consultant has no conflicts of interest, a statement to that effect shall be included in the Proposal.

4LEAF, Inc. has **NO** actual, direct, indirect, or potential conflicts of interests that may exist with respect to the firm, management, or employees of the firm relative to the services to be provided under the Agreement.

2. Ability and agreement to fulfill the indemnification and insurance requirements contained in the standard contract.

4LEAF, Inc. has the ability and agrees to fulfill the indemnification and insurance requirements contained in the sample contract. (Please see next page for proof of insurance)

3. A statement that nothing contained in the submitted proposal will be proprietary.

4LEAF, Inc. acknowledges that nothing contained in this proposal will be proprietary.

4. Acknowledgement that the Consultant understands that all documents submitted to the City in connection with the proposal are subject to the California Public Records Act and may be disclosed without notice to the Consultant.

4LEAF, Inc. acknowledges that all submitted proposal documents to the City are subject to the California Public Records Act and may be disclosed without notice.

5. A description of any and all proposed exceptions, alterations or amendments to the Scope of Services or other requirements of this RFP, including the Standard Contract (Attachment A).

4LEAF, Inc. has **NO** proposed exceptions, alterations, or amendments to the Scope of Services or other requirements, including the Standard Contract (Attachment A) for On-Call & Environmental Planning Services for the City of Pinole contained within this RFP.

6. List and explain any pending bankruptcies, liens, stop payment notices, judgments, lawsuits, arbitrations, mediations, foreclosures, and any similar actions filed or resolved in the past seven (7) years. Please indicate whether a client has ever terminated a contract for breach, and if so, please explain.

4LEAF, Inc. has **NO** pending nor prior litigations bankruptcies, liens, stop payment notices, judgements, lawsuits, arbitrations, mediations, foreclosures, and any other similar actions filed or resolved against them in the past seven (7) years related to performance of a professional services agreement or participation on a project. Additionally, 4LEAF has experience zero (0) contracts or agreements that have been terminated due to breach of contract, or any other reason.



4LEAINC-01

MINED1

CERTIFICATE OF LIABILITY INSURANCEDATE (MM/DD/YYYY)
5/16/2023

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 License # 0C41366 Granite Professional Insurance Brokerage, Inc. 360 Lindbergh Avenue Livermore, CA 94551		CONTACT NAME: PHONE (A/C, No, Ext): (925) 462-8400 FAX (A/C, No): (925) 462-8888 E-MAIL ADDRESS: commercial@graniteins.com		
INSURED 4LEAF, Inc. 2126 Rheem Dr Pleasanton, CA 94588		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: Travelers Property Casualty Company of America		25674
		INSURER B: Evanston Insurance		35378
		INSURER C:		
		INSURER D:		
		INSURER E:		
		INSURER F:		

COVERAGES		CERTIFICATE NUMBER:		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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:		6800J268720	4/9/2023	4/9/2024	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	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY		8107R025623	4/9/2023	4/9/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$		CUP1S364055	4/9/2023	4/9/2024	EACH OCCURRENCE \$ 6,000,000 AGGREGATE \$ 6,000,000
A	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y ☒ N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	UB2T357728	4/9/2023	4/9/2024	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liab		MKLV7PL0005809	4/9/2023	4/9/2024	Each Claim \$ 2,000,000
B			MKLV7PL0005809	4/9/2023	4/9/2024	Aggregate \$ 2,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) The attached forms apply as required per written contract or written agreements between the listed parties and the insured, which are subject to the policy provisions. In the absence of such written contract or written agreement the attached form may not be applicable.						

CERTIFICATE HOLDER	CANCELLATION
Proof of Insurance Only - CA	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

ACORD 25 (2016/03)

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Employee-Owned

PINOLE CITY HALL

CITY OF PINOLE

Proposal for On-Call & Environmental Planning Services

MAY 6, 2024

www.csgengr.com

Proposal Prepared By
CSG CONSULTANTS

550 Pilgrim Drive | Foster City, CA 94404
TEL : 650.522.2500 | FAX : 650.522.2599

COVER LETTER

May 6, 2024

Lily Whalen, Community Development Director
City of Pinole
Community Development Department
2131 Pear Street
Pinole, California 94965

Subject: Request for Proposals On-Call & Environmental Planning Services

Dear Ms. Whalen,

Thank you for the opportunity for CSG Consultants (CSG) to present an overview of our Planning and Environmental Planning services qualifications to the City of Pinole (City). A bayfront community with approximately 19,000 residents, the City has experienced an increase in development within the last five years with an anticipated steady increase in planning requests and entitlements. In addition to development projects, the City also anticipates the need for long-range planning assistance associated with major updates to the General Plan, adoption of a Climate Action and Adaptation Plan, and implementation of the Housing Element. Given the increase in development and long-range planning needs, we understand the City has requested assistance with On-Call and Environmental Planning Services, specifically for (1) Environmental Planning Services and (2) On-Call Planning Services. To meet the City's needs, CSG brings specialized Planning expertise, a depth and breadth of highly experienced staff, a deep bench of technical consultants, an office within proximity to the City, and the ability to adapt to the City's changing needs. CSG has partnered with a subconsultant team which includes **FirstCarbon Solutions (FCS), WRA**

Environmental Consultants (WRA), Ninyo & Moore, Cornerstone Earth Group, Inc. (Cornerstone), and TJKM Transportation Consultants (TJKM) to provide support on technical studies for this environmental review. **CSG has been providing services to the City of Pinole, Community Development Department since 2021.**

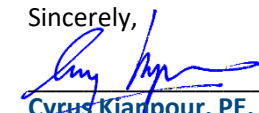
Through our many years of service to our public agency clients, we have learned that key attributes a consultant can offer a client are expertise, experience, responsiveness, flexibility, and a solid understanding of community concerns. In addition to acting on these service principles, CSG has as a main objective – to focus on ensuring integrity and excellence in our analyses and processes, culminating in mutually beneficial solutions and the successful review of projects.

CSG is an employee-owned company and works solely for public agencies, serving as a seamless extension of municipal staff. We currently furnish planning, environmental, sustainability, building and safety, fire prevention, code enforcement, public works, and a host of additional services to over 250 municipal clients throughout California. From our broad bench of licensed and certified professionals, we can select and readily commit team members ideally suited to deliver the exact services required and customize support to meet our clients' unique and challenging needs.

Mr. Ethan Edwards, AICP, CSG's Vice President of Planning Services, will serve as the Quality Assurance and Quality Control (QA/QC) manager. Mr. Bradley J. Misner, AICP, CSG's Director of Development Services for Northern California, will serve as the client manager and QA/QC provider for this contract. Ms. Lorraine Weiss, Principal Planner, will serve as the main point of contact for the City. Contact information for Mr. Misner and Ms. Weiss is provided above.

We look forward to assisting the City with its Planning and Environmental needs. As President, I am authorized to legally bind the firm, and confirm **our proposal is valid for (90) days**. CSG is willing to accept the terms and conditions of the Standard Consulting Agreement without alteration and can fulfill the requirements of the Agreement; however, we request that the City consider a few revisions discussed in Section I, Required Statements/Documents. We have received and reviewed Addendum No: #01 (dated April 29, 2024) and Addendum No: #02 (dated April 29, 2024). Ms. Weiss would be happy to answer any questions regarding our proposal.

Sincerely,



Cyrus Kianpour, PE, PLS
President, CSG Consultants, Inc.

PROJECT CONTACTS

Bradley Misner, AICP
Director of Development
Services, Northern California
925.931.0370
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B. COMPANY PROFILE

FIRM PROFILE

CSG Consultants, Inc. (CSG) is an employee-owned California company with its local and headquarters office in Foster City, California. Additional support is available from our other offices in Fresno, Newman, Orange, Paso Robles, Pleasanton, Sacramento, and San Jose. Founded in 1991, CSG performs work solely for public agencies, eliminating the potential for conflicts of interest between developers and agencies. In this way, we can focus exclusively on the specific needs of our municipal clients. CSG has grown steadily in both revenue and staff size, and now has over 350 employees serving customers throughout California.

NAME OF FIRM: CSG Consultants, Inc.

YEARS IN BUSINESS: 33 (Established in 1991)

PRIMARY CONTACT: Lorraine Weiss, | *Principal Planner*
415.987.3057 *cell* | lorrainew@csgengr.com *email*

HEADQUARTERS: 550 Pilgrim Drive, **Foster City**, CA 94404

REGIONAL OFFICES: 3875 Hopyard Road, Suite 141, **Pleasanton**, CA 94588
5151 North Palm Avenue, Suite 530, **Fresno**, CA 93704
3150 Almaden Expressway #255, **San Jose**, CA 95118
1303 J Street, Suite 270, **Sacramento**, CA 95814
930 Fresno Street, **Newman**, CA 95360
809 9th Street, Suite 2A, **Paso Robles**, CA 93446
3707 W. Garden Grove Boulevard, **Orange**, CA 92868

EMPLOYEES: 350+

TYPE OF BUSINESS: California Corporation • Incorporated June 15, 2000 • Federal ID: 91-2053749

Our multi-disciplined municipal services staff consists of the following types of professionals:

The CSG Consultants Team Works for You



COMPREHENSIVE MUNICIPAL SERVICES

CSG provides a wide range of services to community development and public works departments, serving as an extension of agency staff. We are customer-centric and organized into the lines of business outlined below, each managed by highly experienced industry experts.

	PLANNING, ENVIRONMENTAL, AND SUSTAINABILITY <i>Staff Augmentation for Current and Advance Planning • Project Management Including Plan Amendments • CEQA Environmental Review • Energy Efficiency, Water Conservation, Solid Waste Program Development • AB32 Compliance/Climate Action Plan Development and Implementation • Greenhouse Gas Reduction Strategies • Grant Writing and Grant Management</i>
	BUILDING AND FIRE LIFE SAFETY <i>Building Department Administration • Building Plan Review and Inspection • Fire Plan Review and Inspection • Structural Plan Review • OSHPD3 Review • CASp Assessment and Inspection • Public Facilities Assessment • LEED/Green Building Services • Code Compliance/Enforcement • Staff Augmentation</i>
	PUBLIC WORKS ENGINEERING AND DESIGN <i>Capital Improvement Project Design: Transportation/Roadway, Water and Sewer Utilities, Traffic Engineering • Development Review/Plan Check • Surveying and Mapping • Stormwater Program Compliance (NPDES, QSP/QSD)</i>
	CIP PROJECT AND PROGRAM MANAGEMENT <i>Capital Improvement Program Development and Implementation • Federal and State Grant Administration • Rule 20A Undergrounding • Staff Augmentation Including: Design Consultant Coordination, Projects Scoping, RFP Preparation</i>
	CONSTRUCTION MANAGEMENT AND INSPECTION <i>Contract Administration Including: Resident Engineer Oversight, Inspection, and Construction Management • Constructibility/Bidability Reviews • Cost and Schedule Control • Claims Avoidance</i>
	INFORMATION TECHNOLOGY <i>GreenVue Permitting Software • Digital Plan Review • Electronic Archiving • Web-Based Construction Management and Asset Management • Project Management • GIS and IT Support</i>

C. ORGANIZATION AND STAFFING

TEAM AND ORGANIZATIONAL STRUCTURE

CSG's business model is to serve as an extension of municipal staff. Our team members excel at customer service and maintain CSG's high standards of integrity, responsiveness, and work quality. We do this seamlessly, minimizing disruption to the City's existing workflows and processes.

The majority of the 350+ individuals within our firm have provided public agency services throughout their entire careers. Our talented personnel, having held positions within communities facing similar development concerns as the City of Pinole, bring a wealth of ideas, experience, and solutions. Depending upon the needs of our clients, we can serve in either a project-specific or on-call staff augmentation capacity.

CSG proposes the following staff and organizational structure found on the following page, Figure 1, Organizational Chart, for this contract. We take pride in providing team members who have a variety of project experience, who are motivated to excel in the Planning field, and who have technical and customer service skills that are crucial to on-the-job success. CSG's Director of Developmental Services, Bradley Misner, AICP, will serve as contract manager and QA/QC for the City. Ms. Weiss will serve as the main point of contact for the City for this contract and will be supported by Principal Planner, Farhad Mortazavi; Lisa Newman, Senior Planner; Matthew Weintraub, Senior Planner; Glenn Lajoie, AICP, Director of Environmental Services; Liza Debies, Senior Environmental Planner; and Kelli Allen, Associate Environmental Planner. Ms. Weiss will manage the workflow associated with assigned planning projects and Mr. Lajoie will manage the environmental work. Additional information about the subconsultants supporting CSG in this contract are provided in Section F, Subconsultants, below.

Following the Organization Chart is a summary of each individual as well as the work to be performed by each individual. Summaries for key staff for our subconsultant team is provided in Section F, Subconsultants. References and relevant project experience for CSG staff members is provided in Section H, Resume, Relevant Project/Services with References. References for subconsultant staff members is available upon request. Resumes for our proposed team members (including subconsultants) are provided in Appendix A. The resumes provide additional information, including qualifications, licenses, and experience of each individual.

Figure 1. Organizational Chart



ETHAN EDWARDS | AICP | VICE PRESIDENT OF PLANNING SERVICES

About	Mr. Edwards serves as the Vice President of Planning Services for CSG Consultants. To this role, he brings expertise in current and advanced planning, design review, coastal development review and CEQA, project and planning staff management, and professional practice building from over 24 years of increasingly complex land use planning and management experience in Orange and Los Angeles Counties, northern California, and the State of Oregon. Prior to joining CSG, Mr. Edwards served as a planner for several public and private sector organizations and has served in various management roles including Community Development Director, Planning Manager, and Principal Planner. Mr. Edwards will serve as the QA/QC manager.
Relevant Projects	The District at South Bay Carson, California – Project Manager City of El Segundo Planning Services El Segundo, California – Principal Planner City of Garden Grove Planning Services Garden Grove, California – Principal Planner

BRADLEY MISNER | AICP | DIRECTOR OF DEVELOPMENT SERVICES FOR NORTHERN CALIFORNIA

About	To his role as Director of Development Services for Northern California for CSG Consultants, Mr. Misner brings expertise gained from over 28 years in the field, including extensive public agency employment experience. His wide range of municipal planning skills and experience includes current and policy planning, zoning law creation and administration, and public administration. Further, as the Community Development Director for the City of Benicia, Mr. Misner directed the creation of objective planning standards, including the public outreach and public hearing process. Mr. Misner will serve as the client manager and QA/QC provider.
Relevant Projects	City of Fullerton Planning Services Fullerton, California – Principal Planner City of El Segundo Planning Services El Segundo, California – Principal Planner City of Sonoma Planning Services Sonoma, California – Principal Planner

LORRAINE WEISS | PRINCIPAL PLANNER

About	Ms. Weiss serves as a Principal Planner for CSG Consultants and provides planning assistance to public agency clients using her knowledge of land use entitlements, development processes, CEQA, public engagement, and policy analysis for municipalities. Ms. Weiss is a land use planner with over 30 years of experience, has well-developed communication, organizational, and project management skills, and is passionate about contributing to creating a sense of place through community input and quality design. Ms. Weiss will serve as the main point of contact for the City and will provide senior management for the provision of planning services.
Relevant Projects	Town of Corte Madera Planning Services Corte Madera, California – Environmental Services Manager City of Mill Valley Planning Services Mill Valley, California – Principal Planner Town of Colma Planning, Environmental, and Sustainability Program Management Services Colma, California – Principal Planner

FARHARD MORTAZAVI | PRINCIPAL PLANNER

About	Mr. Mortazavi provides principal planner services on behalf of CSG Consultants. Through his over 25 years of experience, he has developed expertise in urban and regional planning; governmental affairs and associated communications; and departmental management in planning, building, and code enforcement. He has held positions including Development Services Director with the City of Shasta Lake, Community Development Director for the City of Millbrae, Design Review Officer for San Mateo County, and has served as a contract CSG Planning Manager for multiple jurisdictions. Mr. Mortazavi will provide senior management for the provision of planning services for this contract.
Relevant Projects	City of Plymouth Planning and Environmental Services Plymouth, California– Planning Director City of Jackson Planning Services Jackson, California – City Planner Town of Colma Planning, Environmental, and Sustainability Program Management Services Colma, California – City Planner

MATTHEW WEINTRAUB | SENIOR PLANNER

About	Mr. Weintraub has more than 20 years of experience in a wide range of planning fields, including application review and project implementation, environmental review, historic preservation, transportation planning, and geographic information systems (GIS). He has served jurisdictions throughout California including some of the largest cities and some of the smallest towns. His broad planning experience, background in geography, and technical knowledge of GIS make him a versatile team member. Mr. Weintraub will provide day-to-day planning services and GIS support.
Relevant Projects	Janss Marketplace Hotel EIR Thousand Oaks, California – GIS Support Staff EV Charger Infrastructure Thousand Oaks, California – GIS Support Staff Town of Colma Bicycle and Pedestrian Master Plan Colma, California – GIS Support Staff

GLENN LAJOIE | AICP | PRINCIPAL, DIRECTOR OF ENVIRONMENTAL PLANNING

About	Mr. Lajoie has over 35 years of experience in the environmental planning profession. Mr. Lajoie's diverse background includes a wide range of CEQA/ NEPA compliance studies, including policy, development, and infrastructure projects. He has served in various roles on projects, including Project Director, Project Manager, Quality Control, and lead for navigating complex regulatory processes. Mr. Lajoie has an extensive background with agencies throughout California. The geographic context is wide ranging including: resort and destination projects in the Town of Mammoth Lakes; numerous infrastructure and desalination project reviews in the Community of Cambria; downtown high rise and mixed-use proposals in Long Beach; city center and neighborhood revitalization opportunities in Lancaster; buildout of the City's Business Park Master Plan in Cypress; over two million square feet of expansion for the Raytheon Corporate facility in El Segundo; campus modernization and enhancement projects in the University of California, Riverside; the master plan update for the Hotel del Coronado; and the 2035 General Plan Update for Buena Park. Mr. Lajoie will provide senior management for the provision of environmental services.
Relevant Projects	Janss Marketplace Hotel EIR Thousand Oaks, California – Project Director 1890 South Coast Highway, Mixed-Use Redevelopment Project IS/MND Laguna Beach, California – Project Director ARCO Commercial Center and Car Wash Project Plymouth, California – Project Director

LISA NEWMAN | SENIOR PLANNER

About	Ms. Newman has provided a comprehensive range of city and environmental planning services in the San Francisco Bay Area for more than 30 years. She has served as both public agency staff and as the Principal/Owner of Newman Planning Associates (NPA). Ms. Newman is adept at building and managing teams of professionals, advisory groups, and non-profit Board members to achieve strategic goals. Prior to her service in Mill Valley, she ran an independent consulting firm where she provided comprehensive current and long-range planning and environmental services to local government agencies, community organization, and private clients throughout the Bay Area. Ms. Newman will provide day-to-day planning services.
Relevant Projects	Mill Valley Lumber Yard Redevelopment Mill Valley, California – Senior Planner 550 Miller Avenue Mixed Use Development Mill Valley, California – Senior Planner Bayside Park Pier Reconstruction Mill Valley, California – Senior Planner

LIZA DEBIES | SENIOR ENVIRONMENTAL PLANNER

About	Ms. Debies has more than 12 years of professional experience and more than 8 years of experience in managing the preparation of CEQA and NEPA documents, including EIRs, IS/MNDs, Addenda, Environmental Assessments (EAs), and Categorical Exemptions and Categorical Exclusions. She has completed CEQA and/or NEPA documentation for public infrastructure, materials recovery facilities (MRFs), mixed-use developments, residential, commercial, retail, transportation, industrial, recreational, and institutional projects. She has expertise in aesthetics, land use and planning and land use compatibility, transportation and circulation, utilities and services systems, and alternatives analysis, as well as in evaluating large public infrastructure projects. Ms. Debies will review environmental analysis documents and provide senior management.
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Relevant Projects	1890 South Coast Highway, Mixed-Use Redevelopment Project IS/MND Laguna Beach, California – Senior Project Manager Mixed Use Special District Project Supplemental EIR Walnut Creek, California – Senior Project Manager 2023–2031 (6th Cycle) Housing Element Update Program EIR Pleasanton, California – Senior Project Manager
KELLI ALLEN ASSOCIATE ENVIRONMENTAL PLANNER	
About	Ms. Allen serves as an Associate Environmental Planner for CSG Consultants with 2 years' experience in the environmental planning field. She is a recent graduate of UCLA, earning two Bachelor of Arts Degrees in Environmental Studies and Political Science. Ms. Allen has experience preparing environmental impact reports, initial studies/mitigated negative declarations, and safety elements. Ms. Allen recently assisted in the preparation of an IS/MND for a proposed gas station, car wash, and commercial project in the City of Plymouth, and an EIR for a proposed dual hotel and retail use in the City of Thousand Oaks and is currently preparing an IS/MND for a mixed-use redevelopment project in Laguna Beach. Ms. Allen has experience drafting presentations and communicating with public agencies and clients, and writing administrative CEQA documents, including Project Descriptions, Notices of Availability, Preparation, and Determination, and OPR summary documents. Ms. Allen will prepare environmental review documents and provide project management support.
Relevant Projects	Janss Marketplace Hotel EIR City of Thousand Oaks – Lead Analyst 1890 South Pacific Coast Highway, Mixed-Use Redevelopment Project City of Laguna Beach – Lead Analyst ARCO Commercial Center and Car Wash Project City of Plymouth – Lead Analyst

D. DESCRIPTION AND APPROACH

CSG views every assignment and project as an opportunity to build long-lasting, meaningful working relationships with our clients. We ensure a clear line of communication with every client, stakeholder, agency, decisionmaker, and project team member to ensure assignments and projects achieve and exceed expectations. We are solutions-oriented, focused on teamwork, and maintain a high level of professionalism in everything we do. Our mission is to consistently meet or exceed our client's expectations in a responsible and efficient manner.

At CSG, we act as project managers in most of our efforts, but we are first and foremost planners. Our goal is to always perform as a "partner planner" for our clients, providing additional support and services to existing agency staff members. CSG's project managers bring decades of project management experience, implementing best practices, while delivering work products on time and within budget.

A comprehensive approach to project management includes attention to land use planning, economic feasibility, urban design, and the environment. Our project management philosophy is built upon the anticipation of, and preparation for, all issues that may arise throughout the project process. By constantly considering and developing the appropriate process and plan to address political, environmental, social, and design challenges/opportunities, we can better serve the City while delivering the highest quality product. Our management team of senior professionals will work in close partnership with City staff to ensure continuous coordination of our proposed services. They will assist the City in determining planning and environmental review requirements with support from additional CSG planners and technical staff that allow our team to provide a wide range of services in a cost-effective manner.

With each assignment, we assemble our CSG team and partner with technical subconsultants most appropriate and experienced for the required analysis. Our subconsultant team of experts has worked together with the Planning and Environmental Planning team for many years, assuring continuity and the understanding of expectations for concise writing styles, analysis, documentation, and time management. In addition, upon initiation of a project, each team member along with the subconsultant team will be provided with the agreed upon scope of work, project schedule and budget, and will attend project initiation meetings, as needed. CSG's Project Manager will serve as the main point of contact, ensuring a consistent flow of information between City staff, CSG, and subconsultants.

CURRENT AND ADVANCED PLANNING

At CSG we believe that changing environmental conditions, increased need for housing, diminishing raw land inventory, complex mobility issues, urban infill opportunities, and economic feasibility are all becoming pivotal factors driving projects and the future of development. Our team fuses thoughtful creativity with function, practicality with aesthetics, and connecting places with people.

CSG's approach to current and long-range planning is to "dig in" and become familiar with the City's General Plan, Zoning Code, other development process resources, ongoing projects, and development trends so that we may best assist the City. Our staff planners perform planning activities, such as (but not limited to):

- Analyzing a project's compliance with the City's plans, policies, and regulations. Our staff is familiar with conducting site plan review, plan checks, and design review; historic review, evaluating Tentative Maps, development permits, conditional use permits, and other permits; and conducting General Plan and zoning amendments;
- Reviewing and processing both ministerial and discretionary applications;
- Researching, compiling, and analyzing social, economic, environmental, and associated data;
- Preparing the necessary long-range planning documents and amendments;

- Meeting with developers, their consultants and other project proponents, such as property owners and other interested groups. We recognize that these are important groups and individuals to any project; and
- Providing public counter services, including but not limited to, answering general questions and processing Zoning Clearances, Accessory Dwelling Unit Zone Clearances, Temporary Use Permits, Home Occupation Permits, and/or Short-Term Rentals permits.

Members of our staff are actively working in a variety of methods both hybrid and full-time in agency offices, holding regular office hours, and answering public inquiries by email, mail, or telephone, whichever schedule the client wishes. Our staff are available to attend community meetings and present at public hearings; prepare staff reports, resolutions, ordinances; and prepare in-person and/or electronic presentations.

CSG staff also has knowledge and experience in providing affordable housing support, preparing and administering grants, preparing parking studies, performing fiscal and economic analyses, as well as providing Geographic GIS assistance.

Current Planning

CSG's Planning team provides contract staff support, entitlement services, and project management for a variety of types of projects. We excel at interfacing with public agencies and elected officials, tackling a wide range of current planning issues, and serving as case planners, applicant liaisons, or even assisting the public at the counter. Our staff planners perform daily planning activities, including (but not limited to):

- Zoning review and compliance;
- Project entitlement services;
- Subdivision Map Act compliance;
- Site plan review and design review;
- Plan check;
- Construction inspection services based on approved plans and conditions of approval; and
- Other services as needed.

Our planning staff also serve as an extension of City staff, preparing staff reports, ordinances, resolutions, and making presentations to Zoning Hearing Administrators, Design Review Boards, Planning Commissions, City Councils or Boards of Supervisors.

Advanced Planning

CSG's planners are well versed in the creation and management of long-range policy documents, and assist communities with community engagement, visioning, goal setting and implementation, as well as project coordination for applicants and their consultant teams. Our team has prepared General Plans, Specific Plans as well as Community and Area Plans, Climate Action and Adaptation Plans, Design Guidelines, Zoning Code updates, and Economic Development Plans.

ENVIRONMENTAL PLANNING SERVICES

CSG has the environmental staff resources to manage and prepare clear, concise, and legally defensible environmental documents under the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA) for projects of all types, including development, infrastructure improvements, ecological enhancements, and policy adoption documents, such as General Plans and Specific Plans. CSG will serve as an

extension of City staff to ensure that the entire environmental review process is conducted in a comprehensive manner. Our objective is to provide premium services to our clients, along with highly accurate technical documentation and impact determinations.

We can assist the City with recommendations and scoping for the appropriate CEQA and NEPA documentation and, should an EIR be the determined clearance, CSG can lead the preparation of response to comments and any required findings of facts/statement of overriding considerations. We are also ready to assist the City with project stakeholder coordination, filing of public notices (including electronic filing with the State Clearinghouse), participation in public hearings, peer review of technical studies, and complete project management services throughout the environmental review process.

Our range of types of CEQA studies includes (but is not limited to):

- Categorical Exemptions,
- Initial Studies (with all applicable technical reports to support an adequate determination),
- Negative Declarations,
- Mitigated Negative Declarations,
- Environmental Impact Reports (EIRs)
- Project/Program/Focused/Supplemental/Subsequent EIRs,
- Addendum to previously approved and certified environmental analyses
- Consistency checklists,
- Mitigation monitoring programs,
- All notices required per CEQA such as Notices of Intent/Preparation/Determination, and
- Providing peer review of CEQA documents prepared by project applicants.

Approach to Environmental Planning

CSG planners are environmental stewards for our natural and built environments. CSG's approach to environmental documentation is to understand and analyze each project based on the pertinent environmental issues. CSG's methods emphasizes technically solid, impartial analysis, and active management to keep projects on schedule and within budget. Our approach entails an efficient process to ensure that studies are comprehensive, objective, technically accurate, and complete, while maintaining a focus on the schedule established for review. Our management style includes consistent and regular interaction and communications between staff, the CSG team, and other interested/responsible governmental agencies and parties, as appropriate, allowing for frequent exchange of information without loss of time or resources. We pride ourselves on our ability to turn products around quickly and effectively without sacrificing quality and accuracy.

We understand the importance of confirming the Project Description as early in the process as possible to ensure consistency between technical documents and avoid the need to redo analyses. We also complete a comprehensive review of the project to determine whether it is exempt from environmental review. If it is determined the project is not exempt, CSG then proceeds with the preparation of an Initial Study pursuant to Appendix G of the CEQA Guidelines in consultation with the City. The Initial Study provides a screening and threshold review for each topical area to confirm and proceed with the appropriate CEQA clearance review. CSG also considers recent legislation and court decisions pertaining to environmental review, along with City requirements.

Additionally, and more specifically, we embrace the following steps in the review process:

- Establish a communications protocol and technical leads, including subconsultants and other key team members to ensure project critical information is efficiently and accurately conveyed across the team.
- Ensure roles/responsibilities are clear for efficient management of assignments and quality control of services and deliverables.
- Determine key project description details with the City early to facilitate accurate and consistent reviews and analysis.
- Agree on initial project schedule and budget and a protocol for updating status during project phases.
- Verify that the technical approach/scope of services, as conveyed in the proposal, meets City's expectations following completion of the Project Description.
- Collaborate upfront with the City on standard templates for project deliverables, including peer review technical memoranda and CEQA document components.

E. SCHEDULE OF WORK

CSG will meet with City staff during the project initiation phase to determine an initial schedule and protocol for updating status during project phases. We possess state-of-the-art computer infrastructure, equipped with high-performance hardware and advanced software applications. Our robust network ensures secure and efficient schedule management, facilitating seamless communication and collaboration among our team members. Our Environmental Planning team meets weekly to discuss the status of projects. Once a project is underway, we recommend scheduling regular status meetings with City staff. This ensures challenges and constraints are discussed as soon as they come up, and the CSG team can recommend short and/or long-term solutions to keep a project moving forward. Table 1, Illustrative Schedule, provides a sample schedule for different types of CEQA clearance. NEPA projects would have similar timelines for projects with similar levels of environmental review. CSG's scope of work and proposed tasks will depend on the nature of a specific project.

Table 1
Illustrative Schedule

Tasks	Timeline/Month
Monthly Progress Reports	Monthly
Kickoff Meeting	1
Master Schedule	1
Data Needs Request	1
Administrative Draft Project Description	1
City Staff Review of Administrative Draft Project Description	1
Approval of Project Description	1
Technical Analyses	2
Administrative Draft Initial Study	2
Meeting to Discuss the Initial Study Findings	2
Initial Study/Mitigated Negative Declaration	
Administrative Draft Initial Study/Mitigated Negative Declaration	3
Preliminary Draft Initial Study/Mitigated Negative Declaration	3
Public Review Draft Initial Study/Mitigated Negative Declaration	4
30 Day Public Review Period	4-5
Administrative Draft Responses to Comments and MMRP	5-6
Final Initial Study/Mitigated Negative Declaration	6
Environmental Impact Report	
Administrative Draft Notice of Preparation	3
Publish Notice of Preparation	3
30 Day Scoping Period	3-4
Administrative Draft Environmental Impact Report	6
Preliminary Draft Environmental Impact Report	6
Public Review Draft Environmental Impact Report	6-7
45 Day Public Review Period	7-9
Administrative Draft Responses to Comments and MMRP	9
Final EIR	9
Public Hearings/Project Approval	
Notice of Determination	Within 5 Days of adoption/certification of
Hearings	To Be Determined

F. SUBCONSULTANTS

A brief firm profile of each subconsultant, summary of key staff, references, and relevant projects is provided below. Resumes for the subconsultant team are provided in Appendix A. The resumes provide additional information, including qualifications, licenses, and experience of each individual. A fee schedule for each subconsultant is provided in Section G, Cost Proposal, below. Additional references are available upon request.

FIRSTCARBON SOLUTIONS

Founded and incorporated in 1982, FCS International, Inc., doing business as FCS, is a California Corporation that has provided hundreds of local governments, State, and federal agencies, as well as private development clients with on-call environmental and planning services. For more than 41 years, FCS has prepared a full range of environmental documentation for a variety of projects, including planned communities, residential subdivisions, industrial, commercial, retail, mixed-use, waste treatment facilities, transportation facilities, schools, theaters, landfills, dams, reservoirs, cemeteries, churches, and golf courses. FCS also provides air quality and greenhouse gas (GHG) emissions analysis, energy analysis, noise analysis, and biological, cultural and archaeological, historic, visualization/geographic information system (GIS), and sustainability planning services. FCS serves clients in the Western United States with 135 staff members located in Walnut Creek, Sacramento, Fresno, Irvine (HQ), and San Bernardino. Below are FCS's broad-based environmental services:

- CEQA/NEPA Documentation
- Air Quality and GHG Emissions Analyses
- Archaeological Surveys, Testing, and Salvage
- Biological Surveys and Assessments
- Climate Action Plans (CAPs)
- Cultural Resources Evaluations (Section 106)
- Development Applications and Entitlements Processing/Review
- Due Diligence-level Site Assessments
- Energy Analyses
- Expert Witness Testimony, Peer Review, and Consensus Building
- Fugitive Dust Control and Construction Mitigation Plans
- GIS Mapping and Analyses
- Habitat Characterizations, Mapping, and Impact Analyses
- Hazardous Materials Risk Analyses
- Health Risk Assessments (HRAs)
- Historic Property Survey Reports
- Historic Resources Compliance Reports
- Legislative and Policy Analyses
- Mitigation Monitoring and Reporting Plans/Programs (MMRPs)
- Municipal Ordinance Updates
- Native American Consultation
- Noise and Vibration Analyses
- Opportunities and Constraints Analyses
- Paleontological Surveys and Salvage
- Permit Processing (Clean Water Act [CWA] 404, CWA 401, Fish and Game Code 1600, Endangered Species Act Section 7)
- Phase I Environmental Site Assessments (ESAs)
- Public Outreach Programs (Websites, Microsites, Scoping Meetings, Public Noticing, Mailing Lists, Public Hearings)
- Regulatory Compliance Assistance
- Renewable Energy Site Assessments
- Site-specific Community Planning
- Special-status Species Surveys
- Specific Plans
- Sustainable Community Analyses
- Visual Simulations/Visualization Services
- Wetlands Delineation and Permitting
- Zoning Compliance and Permits

JACKIE WINKEL | MUP | AIR QUALITY/GREENHOUSE GAS EMISSIONS AND ENERGY ANALYSES SPECIALIST

About

Ms. Winkel is an environmental and air quality planning professional with more than 12 years of experience in air quality and GHG emissions impact analyses, urban planning, and project management. Ms. Winkel has a thorough knowledge and understanding of air quality analysis, including factors affecting air pollution distribution, emissions quantification, and mitigation strategies. She is well versed in the CEQA process and in reviewing and commenting on air quality and GHG emissions analyses in CEQA documents. Additionally, Ms. Winkel is knowledgeable in the implementation and analysis of BAAQMD CEQA guidelines and thresholds and proficient in the use of air quality and GHG emissions models, such as California Emissions Estimator Model (CalEEMod), American Meteorological Society/Environmental Protection Agency Regulatory Model (AERMOD), OFFROAD, and Emission FACTors (EMFAC). She is proficient in communicating with, and presenting to, local government staff, consultants, the general public, and other stakeholders. Ms. Winkel also has experience in training, supervising, and guiding junior level staff. **Ms. Winkel will be responsible for the preparation of the air quality and GHG emissions analyses, as needed, for future projects.**

ROBERT CARROLL | BIOLOGICAL RESOURCES AND WETLAND STUDIES SPECIALIST

About

Mr. Carroll has more than 15 years of experience in environmental analysis, biological resources, and regulatory permitting. Mr. Carroll's expertise includes multi-agency regulatory permitting and compliance (NEPA, CEQA, and California and federal Endangered Species Acts), natural resource assessments, special-status flora and fauna species surveys, construction compliance monitoring, and wildlife habitat assessments. Mr. Carroll has extensive experience managing wetland delineation projects and performing regulatory permitting pursuant to the jurisdiction of the CDFW, the RWQCB, the USACE, and other local and regional agencies and organizations. He is well versed in the CWA Sections 404 and 401 permitting and the CDFW Code 1602 permitting. **Mr. Carroll will be responsible for the preparation of the biological resources analyses and wetland studies, as needed, for future projects.**

DANA DEPIETRO | PHD, RPA | CULTURAL RESOURCES STUDIES SPECIALIST

About

Dr. DePietro is a Registered Professional Archaeologist (License No. 13517) who meets the Secretary of the Interior's Standards for historic preservation programs in archaeology. Dr. DePietro has more than 21 years of experience in all aspects of cultural resources management, including prehistoric and historic archaeology, paleontology, materials conservation, history of art and architecture, and community engagement. He has experience in compliance with NEPA, CEQA, the National Historic Preservation Act (NHPA), and the Archaeological Resources Protection Act. Dr. DePietro has completed cultural resource projects that have involved agency, client, Native American, and subcontractor coordination; treatment plans and research design development; archival research; field reconnaissance; site testing; data recovery excavation; construction monitoring; site recordation; site protection/preservation; mapping/cartography; spatial analysis/GIS; laboratory analysis; materials conservation; artifact curation and exhibition; and report production. He has completed projects in California within the jurisdiction of the Bureau of Land Management (BLM) and other federal agencies requiring compliance with Section 106 of the NHPA. He has also completed projects throughout California under CEQA for State and local governments and municipalities and has worked with clients to ensure deliverables meet and exceed the standards set by the California Office of Historic Preservation (OHP). **Dr. DePietro will be responsible for the preparation of the cultural resources analyses, as needed, for future projects.**

PHILIP AULT | MS, LEED AP | ACOUSTICAL STUDIES SPECIALIST**About**

Mr. Ault has more than 18 years of experience in noise environmental impact analysis. As the Director of Noise Services, Mr. Ault is responsible for overseeing climate-sustainability strategy, noise studies, and environmental management systems and regulatory compliance with CEQA and NEPA requirements. He has prepared project-level technical noise analyses and programmatic noise and vibration impact analyses for programmatic-level CEQA analyses, including general plans, general plan updates, and specific plans. Mr. Ault has managed more than 900 projects that included the coordination of technical teams across multiple disciplines, firms, and municipal staff. In the past five years, Mr. Ault has also taken on the management of multiple CEQA and NEPA projects that involved the preparation of Addenda, Exemptions, Initial Studies, Environmental Impact Reports (EIRs), and Environmental Assessments (EAs). In his role as Manager of the Noise Team, he trains staff on conducting field noise measurements in compliance with Federal Highway Administration (FHWA), California Department of Transportation (Caltrans), Federal Transit Administration (FTA), and Housing and Urban Development (HUD) standards, as well as providing director-level review of all noise analyses. Mr. Ault also provides senior oversight, peer review, and expert testimony for FCS's noise services. **Mr. Ault will be responsible for the preparation of the acoustical studies, as needed, for future projects.**

Client References/Relevant Projects

Client: City of San Ramon

Reference: Ryan Driscoll, Associate Planner | 7000 Bollinger Canyon Road, San Ramon, CA 94583
925.973.2568 | rdriscoll@sanramon.ca.gov

Addendum to the North Camino Ramon Specific Plan EIR for the Iron Horse Village Project | City of San Ramon, California

May – December 2023

FCS prepared an Addendum to the North Camino Ramon Specific Plan EIR to evaluate the potential environmental impacts of the development of 117 dwelling units located on an approximately 9.5-acre site at 3401 Crow Canyon Road. Additionally, the project would include parking, as well as bioretention basins, lawn, and pedestrian pathways. FCS's deliverables included a Comprehensive Project Description, Administrative Draft Addendum, and the preparation of a Final Addendum. FCS also provided CEQA support, such as attending public hearings, preparing a Notice of Determination when completed, and general project management/coordination. The project and Addendum were approved on December 11, 2023.

WRA

WRA is an environmental consultancy that is making a net positive impact. They partner with public agencies, non-profits, and private entities on multidiscipline projects in a variety of markets. From their roots in wetland research and supporting their first clients in the Bay Area following the inception of the federal Clean Water Act, they have more than 40 years of experience in California's diverse ecoregions. This gives them an understanding of the unique habitats throughout the state and the growing needs of local communities. WRA is proud to be an employee-owned, certified small business (SB-PW ref. #13333) with 100 team members working from four offices in California, including their headquarters in San Rafael, Emeryville, Petaluma, and San Diego.

WRA has a 40-year history and broad experience working with various Bay Area cities and counties. Their on-call agreements include the towns of Hillsborough, Colma, and Corte Madera; cities of San Rafael, South San Francisco, East Palo Alto, Burlingame, Redwood City, Mill Valley, Hayward, Livermore, San Ramon, and San Mateo; the counties of Marin, Santa Clara, and Sonoma; and agencies including Caltrans District 4, and Sonoma-Marín Area Rail Transit (SMART). WRA has provided environmental consulting services for 250 projects in Contra Costa County, including a handful of projects in the City of Pinole.

They understand that providing quality service to public agency clients goes beyond checking the appropriate boxes and writing reports. With their capacity and experience, they can provide the City and CSG with quick response times to task order requests, short lead times for mobilizing and completing field work, and strict schedules for completing necessary reports, while ensuring that the actions taken to meet these goals today does not impede progress on future projects and programs.

LESLIE ALLEN | PRINCIPAL REGULATORY PERMITTING SPECIALIST

About

Ms. Allen specializes in managing multidisciplinary teams to support municipal clients through complex environmental permitting, mitigation, and monitoring efforts in the greater San Francisco Bay Area. The technical skills that Ms. Allen developed earlier in her career as a field biologist, wetland delineator, and construction monitor inform her approach to navigating environmental compliance and the relationships among regulators, project proponents, construction contractors, and other stakeholders. Ms. Allen is experienced with managing projects from conception to completion. **Ms. Allen will provide senior management for the provision of biological analyses, wetland delineations, and regulatory permitting, as needed, for future projects.**

BERNHARD WARZECHA | SENIOR REGULATORY PERMITTING SPECIALIST

About

Mr. Warzecha has over 13 years of experience delivering biological consulting projects, including managing multidisciplinary teams and subcontractors, and successfully establishing and strengthening relationships with colleagues, agencies, and clients. His expertise focuses on successfully completing all aspects of the permitting process required by USACE, RWQCB, USFWS, CDFW, BCDC, and local Habitat Conservation Plans; and the delivery of related technical documentation. **Mr. Warzecha will complete biological resources (including wetlands) evaluations and will draft and review reports. He will also prepare regulatory permitting packages and coordinate will regulators, as needed, for future projects.**

Client References/Relevant Projects

Client: Town of Hillsborough

Reference: Linda Roberson, Associate Planner | 1600 Floribunda Avenue, Hillsborough, CA 94010
650.375.7437 | lroberson@hillsborogugh.net

On-Call Environmental Consulting Services | Town of Hillsborough, California

2019-Ongoing

In 2019, the Town awarded WRA an on-call professional services agreement to provide environmental review services and technical expertise. To date, WRA has been awarded four task orders. These task orders have all involved coordination with property owners or their contractors to assess their properties for biological and regulatory constraints. WRA biologists conduct activities such as stream corridor and riparian mapping, wetland delineations, habitat and land cover mapping, and special-status species reviews. Their results inform the property owners' designs and facilitate their projects' review by the Town's Building and Planning Divisions.

NINYO & MOORE

Ninyo & Moore, a California Corporation, was established in San Diego in 1986 to provide exceptional geotechnical engineering, geologic, hydrogeologic, soil testing, materials testing and special inspection, and environmental consulting services to the public and private sectors. For the past 37 years, Ninyo & Moore has provided these services for the design and construction of municipal and commercial developments, industrial developments, highways and roadways, airports, bridges, dams, educational facilities, harbor and offshore structures, hospitals, landfills, light rail transit lines, pipelines, power stations, railroads, residential developments, reservoirs and tanks, transmission lines, tunnels, water and wastewater treatment plants, and other public and private development. Ninyo & Moore has 16 locations throughout the western United States including San Jose, Alameda, San Francisco, Sacramento, San Diego, Irvine, Fontana, and Los Angeles, California; Las Vegas, Nevada; Phoenix, Prescott, Safford, and Tucson, Arizona; Denver, Colorado; Houston, Texas; and Salt Lake City, Utah.

Ninyo & Moore's personnel are licensed in their specific disciplines and are fully committed to providing the necessary resources for successful completion of projects. The geotechnical group provides services during the planning, design, value engineering, construction and post-construction phases of projects. These services include dam characterization, earthquake and fault studies, earthwork and grading, foundation design, geologic hazard evaluations, landslide evaluations, liquefaction, pavement design, seismic design and seismic hazard assessments, and slope stability. The environmental group has extensive experience with Phase I and II environmental site assessments and audits, asbestos and lead paint surveys, underground storage tank assessments, hazardous waste investigations, regulatory compliance, water resource development, soil and groundwater contamination studies, and remediation services. The geotechnical and environmental project staff brings a wealth of experience and diversity to any project and includes Registered Engineers and Geotechnical Engineers (PE, GE), Professional Geologists (PG, RG, CEG, CPG), Professional Hydrogeologists (HG), Professional Geophysicists (RGP), Certified Industrial Hygienists (CIH), Certified Safety Professionals (CSP), Certified Stormwater Professionals (QSD/P, QISP) and personnel with other applicable registrations, licenses, and certifications including Certified Asbestos Consultants (CAC), Certified Site Surveillance Technicians (CSST) and Certified Asbestos and Lead Professionals (AHERA, CDPH).

AUBREY COOL | PG | PRINCIPAL GEOLOGIST**About**

As a Principal Geologist for Ninyo & Moore, Ms. Cool has experience in the environmental industry, specializing in Leaking Underground Fuel Tank (LUFT) case project management; groundwater monitoring program management; and soil, groundwater, and soil vapor investigations. Ms. Cool possesses an expert knowledge of California's Low-Threat Underground Storage Tank Case Closure Policy and has provided her clients with the professional expertise to develop technical strategies to achieve timely and cost-effective case closures. **Ms. Cool will provide senior management for the provision of geological and hazardous material studies, as needed, for future projects.**

WILLIAM LARKIN | CAC, LRC I/A & PM | PRINCIPAL ENVIRONMENTAL SCIENTIST**About**

Mr. Larkin has extensive experience in all aspects of asbestos and lead-based paint surveys and construction management programs, as well as environmental planning programs including transportation and city planning projects. He has participated in multi-family asbestos and lead-based paint surveys in both occupied and unoccupied buildings, aided in asbestos project design and provided project management and construction monitoring in educational, commercial, industrial, residential, and laboratory facilities. Mr. Larkin has conducted numerous environmental due diligence assessments and compliance reviews of retail, industrial, and commercial properties, as well as numerous biological/mold assessments for private and public clients. He has performed hundreds of Hazardous Building Material Surveys (HBMS) throughout the San Francisco Bay Area and Northern California. **Mr. Larkin will be responsible for the completion of hazardous material studies, as needed, for future projects.**

PETER CONNOLLY | PE, GE | PRINCIPAL ENVIRONMENTAL SCIENTIST**About**

As Principal Engineer for Ninyo & Moore, Mr. Connolly manages and conducts geotechnical evaluations for commercial and public facilities, including highways, railroads, pipelines, and bridges. He routinely performs slope stability analyses, flexible and rigid pavement, and underground pipeline design, prepares and reviews geotechnical reports, develops geotechnical design parameters, and provides recommendations for shallow and deep foundations, retaining structures, in-situ ground remediation, and earthwork. In a Project Management role, he performs project administration and management, provides supervision of and technical support to staff-level engineers and geologists, and reviews laboratory results, project plans, and specifications. **Mr. Connolly will be responsible for the completion of geological studies, as needed, for future projects.**

Client References/Relevant Projects

Client: Urban Tilth

Reference: Adele Ho, Construction Project Manager | 323 Brookside Drive, Richmond, CA 94801
510.232.0911 | adele@urbantilth.org

Urban Tilth Nabeta Property | City of Richmond, California

June 2023 – March 2024

Ninyo & Moore was retained by Urban Tilth to review a previously completed Phase I and Phase II ESAs for a former rose and cut flower nursery that operated from the 1940s until 1994 and was leased for organic farming after that. The site is 6.7 acres in size and consists of 14 large greenhouses, a decommissioned boiler, a related former 4,000-gallon above ground storage tank (AST), an irrigation/domestic water well, and three residences. Based on their review, a Phase II ESA was conducted at the site to investigate the presence of hazardous materials. In addition, a drip line assessment for lead based paint and asbestos was conducted around the building on the property. Following the assessment, Ninyo & Moore has been working with Urban Tilth to mitigate the issues identified to allow organic farming to continue at the property.

Client: Transystems

Reference: Marian Rule, Principal and Senior Vice President | 2000 Center Street, Suite 303, Berkeley, CA 94704
510.835.2761 | mlrule@transystems.com

Intermodal and Auto Facilities | Cities of Oakland and Richmond, California*August – November 2019*

Ninyo & Moore performed a limited geotechnical evaluation for the BNSF Oakland Intermodal Facility in Oakland, California and the BNSF Richmond Auto Facility in Richmond, California. The purpose of these evaluations was to assess the subsurface conditions at the sites and to provide recommendations for rehabilitation of the asphalt paved parking area. Ninyo & Moore's services included review of previous geotechnical reports for the site vicinity and readily available geologic maps, and aerial photographs; performance of a site reconnaissance to observe the general site conditions and visually evaluate the pavement condition; coordination with Underground Service Alert to field-mark underground utilities near the exploration locations; subsurface exploration consisting of coring the asphalt pavement and hand-excavating below the asphalt at the core locations to evaluate subsurface conditions on the site and to collect samples for laboratory testing; geotechnical laboratory testing on bulk soil samples collected from the excavation; compilation and engineering analysis of the field and laboratory data and the findings from the background review; and preparation of a report presenting the findings and conclusions from the evaluation and recommendations for repair or replacement of the asphalt pavement.

CORNERSTONE EARTH GROUP

Cornerstone integrates environmental consulting, geotechnical engineering, engineering geology, and construction services into a single, client-focused team to facilitate cost-effective site selection, project design, and site development. Cornerstone's construction and remediation expertise allows the development of creative but practical solutions. With over 200 years of combined Principal experience, their team has the project leadership, experience, and practical focus to provide the value-adding service required by the City.

Cornerstone was founded in March 2007 and is a California Corporation with offices in Sunnyvale and Lafayette. Their staff of approximately 60 employees includes registered civil and geotechnical engineers, registered geologists, certified engineering geologists, certified hydrogeologists, staff engineers, staff geologists, engineering technicians and administrative personnel. They understand the importance of clear and concise communication and of maintaining a consistent project team during the design and construction phases to keep projects on schedule and on budget.

JOHN R. DYE | PE, GE | SENIOR PRINCIPAL ENGINEER

About

Mr. Dye has over 33 years of experience in geotechnical engineering. His qualifications include extensive subsurface investigations, construction observation and management, analysis and design, cost estimating, and project management for public works, educational, residential, commercial, and industrial developments throughout Central and Northern California. Mr. Dye has extensive design and analysis experience in the following areas: soft soil settlement, slope stability, and surcharge design analyses of compressible soil sites; liquefaction mitigation studies, construction dewatering, underground utility, lift station, bore & jack, and water tank investigations; roadway and fill slope construction, landslide repairs, hillside grading, and expansive soils. **Mr. Dye will provide senior management for the preparation of geotechnical studies, as needed, for future projects.**

CHRIS J. HEINY, PG | PRINCIPAL GEOLOGIST

About

Mr. Heiny has over 19 years of experience in environmental consulting services. He has performed environmental investigations for public agencies and school districts, commercial and industrial sites, and residential developments throughout California and the United States. Mr. Heiny has experience in managing site assessments; designing, implementing, and evaluating soil, soil vapor, and groundwater investigations; groundwater modeling; remedial system design, installation, and operation; and coordinating with local regulatory agencies. Mr. Heiny has other environmental experience, including groundwater statistical analysis, hazardous waste compliance, storm water compliance, air quality compliance and permitting, underground storage tank compliance, and landfill regulatory compliance and reporting. He is familiar with federal, state, and local environmental regulations, as well as working with public agencies. He is experienced with working with staff at the RWQCB, DTSC, ARB, local air districts including the BAAQMD, local water districts, and county health departments. **Mr. Heiny will provide senior management for the preparation of Phase I Environmental Site Assessments (ESAs), as needed, for future projects.**

Client References/Relevant Projects

Client: TKG/Jordex Management, Inc.

Reference: Nancy Kivelson | 214 Grant Avenue, Suite 325, San Francisco, CA 94108
415.434.4003 | nancy@kivelsstadt.com

Pinole Vista Shopping Center Renovations and Additions | City of Pinole, California

2010-2015

Cornerstone provided geotechnical engineering services for the Pinole Vista Shipping Center, which included geotechnical observation and testing during construction for several stores and pavement investigation for distressed pavements.

Environmental Consulting Services | City of Pinole, California

2010-Ongoing

Since 2010, Cornerstone has provided geotechnical services for over 10 projects within the City of Pinole.

TJKM

Founded in 1974, TJKM is a traffic engineering, traffic operation, and transportation planning firm that provides professional services throughout California, Texas, and Florida. TJKM is a disadvantaged and small business enterprise (DBE #40772 & SBE #38780). The TJKM Team is spread out amongst seven offices with selected senior staff members that permanently reside in California. TJKM currently has a staff of 40 employees with offices in Pleasanton (corporate), San Jose, Sacramento, Fresno, and Santa Rosa, CA; Austin, TX; and Tampa, FL. For 50 years, more than 3,500 satisfied clients in more than 380 jurisdictions have entrusted TJKM with their critical work. They serve a full-range of clients, including municipalities, congestion management agencies, metropolitan planning organizations, transportation agencies, private developers, other consulting firms, and attorneys. TJKM's primary service categories include transportation planning, traffic operations, traffic engineering design (including Plans, Specifications, and Estimates [PS&Es]), corridor studies, intelligent transportation systems (ITS), traffic safety, and multimodal studies. TJKM has been involved in more than 8,000 transportation projects throughout California, and averages about 240 new projects each year. Traffic Impact Analysis (TIA) are a specialty at TJKM and staff are well trained and highly effective in analyzing potential impacts created by a new or modified development, and they develop creative solutions that our clients can implement. TJKM's TIA services typically include Identifying Level of Service deficiencies, recommending alternative circulation systems, producing forecasts using transportation models, and providing mitigation measures for traffic impacts associated with a proposed development.

NAYAN AMIN | TE | PRESIDENT

About

Mr. Amin has 34 years of both public and private sector experience in the areas of transportation planning, traffic impact studies, transportation management plans, construction scheduling, construction area signs, signing and striping, traffic signal coordination, traffic operations, transit priority, traffic signal systems, freeway and arterial management studies, and intelligent transportation systems planning, design and construction oversight. He specializes in macro and microscopic model development and application for analysis of impacts across all modes of transportation. His projects range from traffic studies for developments, specific plans, general plans, corridor studies, and area-wide studies to long-term planning studies. Studies also include multimodal operations, light-rail, bus rapid transit, pedestrian, bicyclists and traffic safety and operations. **Mr. Amin will serve as the principal in charge and the QA/QC manager, as needed, for future projects.**

SANDEEP PAPARAJU | SENIOR PROJECT MANAGER

About

Mr. Paparaju has 11 years of professional experience in the areas of traffic operations, signal coordination, traffic impact studies, simulation modelling, bridge design, and construction oversight. He has completed a variety of engineering tasks for many express lane projects, corridor system management plans, highway corridor operation analysis, signal timing, and transportation management plans. He is familiar with Caltrans project study phases: Preliminary Planning Study, Project Study Report, and Project Study Report-Project Development Support, Project Approval/Environmental Documentation, and PS&Es. He has extensive experience using various transportation engineering software packages, including Synchro, FreQ, VISSIM, TransModeler, HCS, Traffix, Vistro, and Sidra. **Mr. Paparaju will provide senior management for the preparation of transportation analyses, as needed, for future projects.**

PRAVEENA SAMALETI | SENIOR PROJECT MANAGER

About

Ms. Samaleti has 17 years of experience in transportation/traffic engineering. She has completed a variety of engineering tasks for signal coordination projects, signal timing, congestion management programs, corridor studies, and multi-modal transportation analysis projects. She has also worked on traffic impact study projects, Comprehensive Traffic and Transportation studies, and Feasibility studies in India. She has experience with a variety of software packages, including Synchro 10, SimTraffic 10, Traffix, Vistro, HCS and VISSIM. **Ms. Paparaju will be the traffic analysis task lead and will prepare the transportation analyses, as needed, for future projects.**

Client References/Relevant Projects

Client: City of Pinole

Reference: Misha Kaur, Capital Improvement & Environmental Program Manager | 2131 Pear Street, Pinole, CA 94564
510.724.9839 | mkaur@ci.pinole.ca.us

Local Road Safety Plan | City of Pinole, California

2021-2023

TJKM assisted the City of Pinole in preparing their Local Road Safety Plan (LRSP) to identify and address traffic safety issues on Pinole streets. This project included a review of the transportation system; systemic collision analysis; identification of the top 10 high risk intersections and 10 roadway segments; Emphasis Areas with 4 E's strategies; a countermeasure toolbox; and safety projects. Two stakeholder meetings were conducted to receive feedback and comments and a project website with an interactive map tool was developed and utilized to gather community input. The final report was submitted to the City in March 2023.

Client: Contra Costa County

Reference: Jeff Valeros, Senior Civil Engineer | 255 Glacier Drive, Martinez, CA 94553
925.313.2031 | jeff.valeros@pw.cccounty.us

On-Call Traffic and Transportation Engineering Services | Contra Costa County, California

2019-Ongoing

TJKM served as an on-call traffic and transportation engineering consultant to Contra Costa County. Some of the tasks that were assigned through this contract included the following projects:

Feasibility Study for Road Diet and Signal Coordination along San Pablo Dam Road: The purpose of this study was to optimize signal timing and evaluate the feasibility of a "Road Diet" on San Pablo Dam Road between El Portal Drive and Castro Ranch Road. TJKM was tasked with developing, implementing, fine-tuning, and optimizing signal timing at 12 intersections and evaluating the feasibility of a Road Diet. The study included the evaluation of six scenarios, including a combination of the existing roadway geometry and volume, and 2040 traffic volumes with and without the option of a Road Diet. The proposed road diet was evaluated and analyzed to convert the four-lane arterial street to a three-vehicular lanes roadway (one lane in each direction plus a two-way center left-turn lane) with bicycle lanes in both directions. TJKM also developed signal timing coordination at 12 intersections along San Pablo Dam Road. The various tasks performed as part of the study included traffic data collection, collision analysis, intersection level of LOS, and queuing analysis.

HSIP Cycle 10 Applications: TJKM prepared HSIP grant applications for Cycle 10 and submitted them to the County for review. The applications included traffic control system upgrades throughout the San Pablo Dam Road Corridor and the Bailey Road Corridor. This included numerous system upgrades as countermeasures to reduce serious collisions as well as significantly increase safety for all modes of travel.

G. COST PROPOSAL

Prior to the start of a project, CSG will consult with City staff to determine the scope of the project. This includes a thorough review of the project application to ensure compliance with city requirements and researching whether previous environmental analysis has been completed for a project site to determine if any streamlining is available. Determining the appropriate level of environmental review early in the process helps reduce costs, as it avoids needless environmental review. CSG will also work with City staff to confirm the Project Description prior to the initiation of technical studies and the environmental analysis. This includes determining the exact location and boundaries of the components, facilities, and associated infrastructure for a project. Once the Project Description has been confirmed, CSG will provide the approved Project Description to all staff and subconsultants working on a project. This ensures consistency between technical analyses and reduces the costs associated with redoing work.

HOURLY RATE SCHEDULE

CSG's, FCS's, WRA's, Ninyo & Moore's, Cornerstone's, and TJKM's hourly rate schedules are provided in Tables 2, 3, 4, 5, 6, and 7 respectively.

Table 2
Hourly Rate Schedule-CSG

PERSONNEL / ROLE	HOURLY RATE
Environmental Planning	
Principal-in-Charge	\$255
Sustainability Programs Manager	\$210
Sustainability Programs Analyst	\$160
Environmental Director	\$225
Senior Environmental Planner	\$190
Associate Environmental Planner	\$175
Assistant Environmental Planner	\$160
Planning	
Planning Director	\$225
Planning Manager	\$210
Principal Planner	\$200
Senior Planner	\$185
Associate Planner	\$170
Assistant Planner	\$155
Planning Technician	\$140
GIS Mapping & Analysis	
GIS Analyst	\$140
GIS Technician	\$105
Publications Specialist	\$130

Note: All hourly rates include overhead costs including, but not limited to, salaries, benefits, Workers Compensation Insurance, travel, and office expenses. Overtime work will be billed at 1.5x the hourly rates indicated in the table above. On July 1 of each year following the contract start year, CSG will initiate a rate increase based on a change in CPI for the applicable region. CSG will deliver an invoice every month for services rendered during the prior month.

Table 3
Hourly Rate Schedule-FCS

PERSONNEL / ROLE	HOURLY RATE
President	\$320-\$340
Director/Vice President	\$270-\$320
Legal Counsel	\$220-\$260
Associate Director/Senior Team Leader	\$220-\$270
Senior Project Manager/Senior Scientist/Senior Regulatory Scientist	\$190-\$220
Project Manager/Scientist/Regulatory Scientist	\$140-\$190
Assistant Project Manager/Assistant Scientist/Assistant Regulatory Scientist	\$120-\$140
Environmental Analyst/Technical Analyst/Regulatory Analyst	\$90-\$120
Senior Graphic Designer/GIS Manager	\$150-\$210
Graphic Designer/GIS/CAD and Drafting Specialist	\$110-\$150
Publications Coordinator/Technical Editor	\$110-\$150
Word Processor	\$95-\$130
Archaeological/Paleontological Monitor III	\$130-\$160
Archaeological/Paleontological Monitor I/II	\$95-\$130
Biological Monitor III	\$130-\$160
Biological Monitor I/II	\$95-\$130
Reprographics Assistant/Intern	\$70-\$90
Administrative Assistant/Accounting/Clerical	\$70-\$110

Other Labor Rates: Labor rates for expert testimony, litigation support, and depositions/court appearances will be billed at a minimum of two times the above rates. If additional services are authorized during the performance of a contract, compensation will be based on the fee schedule in effect at the time the services are authorized.

Direct Expenses: Direct costs and out-of-pocket expenses are billed as follows:

1. Out-of-pocket expenses, including, but not limited to, travel, messenger service, reprographics, lodging, meals, blueprint, reproduction, and photographic services: Cost, as charged to FCS, plus a 10 percent administrative fee.
2. Subcontractors' fees: Cost, as charged to FCS, plus a 10 percent administrative fee.
3. Passenger Cars: \$0.67 per mile.
4. Four-wheel-drive vehicles: \$95.00 per day plus \$0.67 per mile.
5. Records checks: Fees vary by facility and project.
6. Museum curation: Fees vary by city and project.
7. Cultural resources storage/curation of fossil and artifact collections: Cost, as charged to FCS, plus a 10 percent administrative fee.
8. Per Diem: Fees charged at the USA Federal (GSA) Rate. Lodging surcharge may apply in high-rate areas.
9. US Fish and Wildlife Service/California Department of Fish and Wildlife impacts or mitigation fees: Cost, as charged to FCS, plus a 10 percent administrative fee.

Terms: Compensation and direct expenses are invoiced monthly and payable upon receipt or as codified in project-specific contract. Rates effective January 1, 2024.

Table 4
Hourly Rate Schedule-WRA

PERSONNEL / ROLE	HOURLY RATE
Professional Staff	
Director/Principal	\$301
Senior Associate	\$262
Associate	\$221
Senior Scientist	\$201
Scientist	\$184
Senior Technician	\$165
Technician	\$136
Clerical Support	\$96
Environmental Planning	
Senior Environmental Planer	\$278
Senior Public Access Planner	\$278
Senior Associate Environmental Planner	\$262
Associate Environmental Planner	\$221
Environmental Planner II	\$201
Environmental Planner I	\$184
Assistant Environmental Planner II	\$165
Assistant Environmental Planner	\$144
GIS Mapping & Analysis	
GIS Manager	\$262
GIS Professional II	\$210
GIS Professional	\$184
GIS Senior Technician	\$165
GIS Technician	\$144

Note: Rates effective January 1, 2024. Rates shown are per hour and subject to an annual adjustment each January 1st. Necessary project expenses and subconsultant costs are billed at cost plus ten percent.

Table 5
Hourly Rate Schedule-Ninyo & Moore

PERSONNEL / ROLE	HOURLY RATE
Professional Staff	
Principal Engineer/Geologist/Environmental Scientist/Certified Industrial Hygienist	\$220
Senior Engineer/Geologist/Environmental Scientist	\$210
Senior Project Engineer/Geologist/Environmental Scientist	\$200
Project Engineer/Geologist/Environmental Scientist	\$195
Senior Staff Engineer/Geologist/ Environmental Scientist	\$180
Staff Engineer/Geologist/Environmental Scientist	\$165
GIS Analyst	\$145
Technical Illustrator/CAD Operator	\$120
Field Staff	
Certified Asbestos/Lead Technician	\$200
Field Operations Manager	\$130
Nondestructive Examination Technician (UT, MT, LP)	\$125
Supervisory Technician	\$120
Special Inspector (Concrete, Masonry, Structural Steel, Welding, and Fireproofing)	\$115
Senior Technician	\$115
Technician	\$110
Administrative Staff	
Information Specialist	\$100
Geotechnical/environmental/Laboratory Assistant	\$100
Data Processor	\$80

Note: Technicians and special inspectors are charged at a 4-hour minimum, and 8-hour minimum for hours exceeding 4 hours. Overtime rates at 1.5 times the regular rates will be charged for work performed in excess of 8 hours in one day Monday through Friday and all day on Saturday. Rates at twice the regular rates will be charged for all work in excess of 12 hours in one day, all day Sunday and on holidays. Rates will be adjusted in conjunction with the increase in the Prevailing Wage Determination during the life of the project, as applicable. The terms and conditions are included in Ninyo & Moore's Work Authorization and Agreement form.

Table 6
Hourly Rate Schedule-Cornerstone

PERSONNEL / ROLE	HOURLY RATE
Senior Principal Engineer or Geologist	\$295
Principal Engineer or Geologist	\$265
Senior Project Engineer or Geologist	\$220
Principal Construction Services	\$215
Project Engineer or Geologist	\$215
Senior Staff Engineer or Geologist	\$193
Senior Supervisory Technician	\$180
Staff Engineer or Geologist	\$180
Supervisory Technician	\$180
Technical Illustrator/CAD Operator	\$150
Engineering Technician II	\$180
Construction Services Administrator	\$135
Engineering Technician I	\$180
Administrative Assistant	\$105

Note: 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.

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, \$175 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.

Terms: 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. Rates effective through December 31, 2024.

Table 7
Hourly Rate Schedule-TJKM

PERSONNEL / ROLE	HOURLY RATE
Principal	\$265
Director	\$245
Senior Project Manager	\$210
Project Manager	\$200
Senior Transportation Engineer	\$185
Transportation Engineer	\$145
Assistant Transportation Engineer	\$135
Senior Transportation Planner	\$185
Assistant Transportation Planner	\$135
GIS Specialist	\$110
Graphics Designer	\$110
Designer	\$105
Technical Staff II	\$95
Administration Staff	\$90
Production Staff	\$65

Note: Rates effective January 1, 2024. Rates shown are per hour and subject to change. All outside services are billed at cost plus a ten percent margin for handling.

Reimbursable Expenses:

- 1) Plotting (per sheet): \$18,00
- 2) Travel costs (per mile, subject to change based on IRS standard mileage rate: \$0.67

H. RESUME, RELEVANT PROJECT/SERVICES WITH REFERENCES

Resumes for our proposed team members are provided in Appendix A. The staff associated with specific projects is provided above in Section C, Organization and Staffing. Our track record of success is outstanding, and we encourage you to contact our references. The following is a small sampling of on-call contracts and projects performed under our On-Call Planning and Environmental consulting services, similar to those requested by the City.

CLIENT REFERENCES/RELEVANT PROJECTS

Client: Town of Colma | *On-Call Planning, Environmental, and Sustainability Program Management Services 2014-Ongoing*

Reference: Daniel Barros, City Manager | 1198 El Camino Real, Colma, CA 94404
650.997.8318 | danielb@colma.ca.gov

Planning, Environmental, and Sustainability Program Management Services | Town of Colma, California *2014 - Ongoing*

CSG has provided complete Planning Staff Augmentation services to the Town of Colma since 2011. During this time, CSG Planners have served as the Town's planning staff, including City Planner, which included processing of moderate and large development applications. Examples of specific policy planning services included updating the Town's Climate Action Plan, completion of its Local Hazard Mitigation Plan, Development Fee Ordinance, Smoking Ordinance, Housing Ordinances, and Economic Development Plans. CSG staff recently managed an update to the Town's General Plan and its associated EIR, Housing Element Update Sixth Cycle, Zoning Code and Zoning Map Update, Streetscape Master Plan for Serramonte Boulevard and Collins Avenue, and the Town's first Bicycle and Pedestrian Master Plan.

General Plan 2040 and EIR and Housing Element Update | Town of Colma, California *Adopted March 2022 and Housing Element certified on March 2024*

As part of services for the Town, CSG Consultants were tasked with updating the Town's General Plan and preparing the associated EIR. The General Plan 2040, initiated in 2019, was adopted by the City Council on March 23, 2022. CSG also worked on the Town's Housing Element Update for its 6th Cycle, with the document adopted by the City Council in January 2024, and certified by State Housing and Community Development Agency in March 2024. These two projects included community outreach and public meetings with multiple presentations as part of the process.

Zoning Code Update and Map Update | Town of Colma, California *Adopted February 2024*

CSG Consultants prepared the Town of Colma Zoning Code Update and Map Update for compliance with the Town's General Plan 2040 and Housing Element Update and State mandates. To ensure compliance with the General Plan 2040, the Zoning Code Update included full review and correction of the previous code, community outreach, and public meetings throughout the adoption process. The Zoning Code Update effort aimed to be a user- friendly document with many sections amended and new sections added, including Objective Design Standards.

Client: City of Mill Valley | *On-Call Planning Services 2022-Ongoing*

Reference: Patrick Kelly, Planning and Building Director | 26 Corte Madera Avenue, Mill Valley, CA 94941
415.388.4039 | pkelly@cityofmillvalley.org

Planning Staff Augmentation Services | City of Mill Valley, California

2022 - Ongoing

CSG provides current planning services to the City of Mill Valley. Services include reviewing conditional use permits and single-family development permits to comply with the city's design guidelines and neighborhood compatibility review and working with applicants and city staff to create compatible development projects within the existing districts, downtown, and historical neighborhoods. For these projects, staff services include project management; completeness reviews; the preparation of public notices, Zoning Administrator, Planning Commission and City Council staff reports, approval letters; presentation of projects to these authorities; and follow-up with conditions of project approval. Significant development projects that our staff have managed include: the Mill Valley Lumber Yard Redevelopment for the renovation and conversion of the Mill Valley Lumber Yard from manufacturing use to mixed commercial/live-work use; 550 Miller Avenue Mixed Use Development, which includes the redevelopment of one house/commercial space into a 7-unit residential project that included commercial space, shared parking, and 2 residential units; and the Bayside Park Pier Reconstruction, which included the preparation of NEPA compliant environmental documents and multi-jurisdictional permitting for the reconstruction of a storm-damaged public pier.

Client: Town of Corte Madera | *Planning Services*

2022-Ongoing

Reference: Amy Lyle, Community Development Director | 240 Tamal Vista Blvd., Suite 110, Corte Madera, CA 94925
415.927.5050 | alyle@tcmmail.org

Planning Staff Augmentation Services | Town of Corte Madera, California

2022 - Ongoing

CSG provides current planning services to the Town of Corte Madera. Services include responding to public inquiries, reviewing conditional use permits and single-family development permits to comply with the town's design guidelines and standard development regulations. For these projects, staff services include completeness reviews; preparing public notices and approval letters; and follow-up with conditions of project approval.

Client: City of Walnut Creek | *Environmental Support Services*

2021-Ongoing

Reference: Chip Griffin, Principal Planner | 1666 North Main Street, Walnut Creek, CA 94596
925.943.5899 | cgriffin@walnut-creek.org

Mixed Use Special District Project Supplemental EIR | City of Walnut Creek, California

Prior to CSG, Ms. Debies managed the preparation of a Supplemental EIR for the Mixed Use Special District Project in the City of Walnut Creek. The project would create an Auto Sales–Custom Manufacturing Mixed Use Special District overlay on approximately 6.2 acres owned or controlled by Toyota Walnut Creek. The Final EIR was published in February 2024 and public hearings are anticipated in Spring/Summer 2024.

Client: City of Pleasanton | *Environmental Support Services*

2022-2023

Reference: Ellen Clark, Director of Community Development | P.O. Box 250, Pleasanton, CA 94566
925.931.5606 | eclark@cityofpleasantonca.gov

2023-2031 (6th Cycle) Housing Element Update Program EIR | City of Pleasanton, California

Prior to CSG, Ms. Debies managed the preparation of the Housing Element Update Program EIR for the City of Pleasanton. Under Ms. Debies's management, the City prepared streamlined CEQA documents for several of the housing sites identified in the Housing Element Update. The Housing Element was approved and Program EIR certified in January 2023.

Client: City of Sonora | *On-Call Planning and Environmental Services*

Reference: Melissa Eads, City Administrator | 94 North Washington Street, Sonora, California 95370
209.532.4541 | meads@sonora.com

Planning Staff Augmentation and Environmental Review Services | City of Sonora, California

2021-Ongoing

CSG provides day to day planning services to the City of Sonora. CSG services include regular maintenance of the zoning ordinance, including the recent addition of the Accessory Dwelling Unit Ordinance. CSG is currently working with the City of Sonora to update the sixth cycle of the Housing Element Update and continues to make updates to the zoning ordinance to assure compliance with State requirements. In addition, CSG is leading the City's efforts to develop a long-term strategic plan for growth in the community, which is to be centered on a comprehensive General Plan Update, including extensive outreach, consideration of Sphere of Influence opportunity areas and economic development strategies along major corridors in the City. The work program includes a Program EIR, Zoning Code Update and Climate Action Plan. Recent environmental review assistance has included CEQA review for the proposed Subaru dealership and policy documents and supporting CEQA review for the Housing Element Update, Safety Element Update, Hazard Mitigation Plan.

Client: City of Thousand Oaks | *On-Call Planning and Environmental Services*

2021-Ongoing

Reference: Scott Kolwitz, Principal Planner | 2100 Thousand Oaks Boulevard, Thousand Oaks, CA 91362
805.449.2319 | skolwitz@toaks.org

Staff Augmentation Services | City of Thousand Oaks, California

2021 - Ongoing

CSG staff currently work with the City of Thousand Oaks to provide staff augmentation planning services by reviewing plans for compliance with zoning, design standards, and procedural requirements. Additionally, our staff help research land use issues, trends, and best practices, and assist with the preparation of new land use regulations and environmental impact reports.

Janss Marketplace Hotel EIR | City of Thousand Oaks, California

2022-2023

CSG prepared an EIR to evaluate the potential environmental impacts of the development of a hotel at 225 North Moorpark Road in Thousand Oaks. The proposed project includes demolition of the current two-story retail building, to be replaced by a five-story dual hotel and retail pad; the creation of a map to designate airspace rights; and a zoning change to the footprint of the hotel to increase the building's height limitation.

EV Charger Infrastructure | City of Thousand Oaks, California

2022

The City of Thousand Oaks proposed to implement an electric vehicle charging facility at the City's Municipal Service Center, located at 1993 Rancho Conejo Boulevard. This project installed the electric vehicle charging infrastructure necessary for Thousand Oaks Transit's (TOT) transition to a battery electric fleet. CSG determined the project qualified for a Categorical Exclusion pursuant to the National Environmental Policy Act (NEPA), and this project has been constructed.

Client: City of Carson | *On-Call Planning and Environmental Services*

2016-Ongoing

Reference: Saied Naaseh, Community Development Director | 701 E. Carson Street, Carson, CA 90745
310.952.1761 x 13654 | snaaseh@carson.ca.us

Planning and Environmental Services | City of Carson, California

2016-Ongoing

CSG provides on-call planning and environmental services to the City of Carson. As part of this process, our Planning Lead manages technical consultants, provides document review, conducts community outreach, and attends

community and City Council meetings. Our staff is currently managing The District at South Bay Specific Plan amendment for a modification to the permitted land uses and development standards for a portion of its 157-acres. The site remains undeveloped, as it was used as a landfill site for the deposition of waste/refuse from areas throughout Los Angeles County between 1959 and 1965, prior to the incorporation of the City of Carson.

Client: City of Fullerton | *On-Call Planning Services*

2021-Ongoing

Reference: Sunayana Thomas, Community and Economic Development Director | 303 W. Commonwealth Avenue, CA 92832

714.738.6837 | sunayana.thomas@cityoffullerton.com

Planning Staff Augmentation and Project Management Services | City of Fullerton, California

CSG provides current planning services to the City of Fullerton. Services include customer service in the permit center, answering development related questions at the public planning counter, and reviewing use permits and single-family development permits to comply with the city's zoning code to ensure compatible development projects within the existing districts, downtown, and historical neighborhoods. Additionally, CSG has provided high-level project management services for the processing of large scale, mixed use and TOD development projects, Disposition of Surplus Land, single family subdivisions, adaptive reuse projects, new urban designed outdoor dining uses, and a privately owned public parking structure. For these projects CSG's services include project management, completeness reviews, prepare public notices, prepare, Planning Commission and City Council staff reports, present projects to these authorities, prepare approval letters, and follow-up with conditions of project approval.

Client: City of Segundo | *On-Call Planning Services*

2016-Ongoing

Reference: Eduardo Schonborn, Planning Manager | 350 Main Street, El Segundo, CA 90245

310.524.2312 | eschonborn@elsegundo.org

Planning Services | City of El Segundo, California

2016-Ongoing

CSG staff provides project management and entitlement processing services for the City of El Segundo. We currently manage several high-profile projects, including a ±140-acre mixed use site on the former Raytheon manufacturing site and a mixed-use media campus. Another noteworthy project is the Smoky Hollow Specific Plan Amendment and EIR for the Grand Kansas II Project. CSG staff provides entitlement project management and conducted a peer review of the environmental documentation for this office and commercial development. Our services also include Site Plan Review, Specific Plan Amendments, Coastal Development Permits, public outreach and grant administration.

Client: City of Garden Grove | *Planning Services*

2014-Ongoing

Reference: Maria Parra, Planning Manager | 11222 Acacia Parkway, Garden Grove, CA 92840

714.741.5323 | mariap@ggcity.org

Planning Staff Augmentation and Project Management Services | City of Garden Grove, California

2014-Ongoing

CSG staff currently provides project management and staff augment planning services to the City of Garden Grove. Staff manages the entitlement process for various priority developments and serves as the main point of contact representing the City. Staff also provides plan review, plan check, and public counter coverage services.

Client: City of Jackson | *On-Call Planning Services*

2022-Ongoing

Reference: Yvonne Kimball, City Manager | 33 Broadway, Jackson, CA 95642

209.223.1646 | ykimball@ci.jackson.ca.us

Planning Services | City of Jackson, California

2022-Ongoing

The City of Jackson contracted CSG to provide support for their Current and Long-Range Planning needs. The Current Planning duties included project reviews, acting as liaison between applicant and other City departments, processing and presenting projects for City's Design Review Committee, Planning Commission and City Council's determinations, and reviewing of CEQA exemptions and Initial Study/MND of projects. Long Range planning duties included City's General Plan Update and Housing Element Update.

Client: City of Plymouth | *Planning and Environmental Services*

2023-Ongoing

Reference: Margaret Roberts, City Manager | 9426 Main Street, Plymouth, CA 95660

209.245.6491 ext. 257 | mroberts@cityofplymouth.org

Planning and Environmental Services | City of Plymouth, California

2023-Ongoing

CSG is currently assisting the City with contract planning and environmental services. Work includes support with entitlement process of moderate and major projects including Conditional Use Permits and a commercial center in Downtown District including its environmental process (IS/MND), in addition to processing a major 160-acre 234 residential, RV resort and open space project and its EIR peer review. CSG is also assisting with City's Housing Element Update process.

ARCO Commercial Center and Car Wash Project IS/MND | City of Plymouth, California

2023-Ongoing

CSG prepared an IS/MND to evaluate the potential environmental impacts of the development of a ARCO fueling facility gas station, AM/PM retail facility, and car wash at 18725 State Route 49 in the City of Plymouth. The proposed project includes a lot line adjustment such that the existing retail businesses remain. The public review draft was published in February 2024 and the environmental review is ongoing.

Client: City of Laguna Beach | *Environmental Support Services*

2023-Ongoing

Reference: Anthony Viera, Principal Planner | 505 Forest Avenue, Laguna Beach, CA 92651

949.497.0398 | aviera@lagunabeachcity.net

1890 South Coast Highway, Mixed-Use Redevelopment Project IS/MND | City of Laguna Beach

CSG is preparing an IS/MND for a proposed mixed-use, two-story retail and residential structure and subterranean garage adjacent to South Coast Highway in the City of Laguna Beach. The proposed project includes the demolition of an existing car wash facility and the construction of a new 8, 204 square-foot mixed-use retail and residential structure with 5,221 square-feet of deck area, over a subterranean garage.

I. REQUIRED STATEMENTS/DOCUMENTS

- 1. CSG has no conflicts of interest to disclose related to this contract.
- 2. Our insurance broker has reviewed the insurance requirements in the Sample Agreement for Professional Services and has informed us that CSG can comply with the requirements.
 - With respect to Section 4.2.1, FCS is requesting the Commercial General Liability be lowered to \$1M/\$2M and Auto Liability be lowered to \$1M (combined single limit), because it more accurately reflects the risk posed by our work and is in line with industry standards for environmental consultants. With regards to the Auto Liability, FCS has been advised that the City's type of policy for automobile coverage (*per occurrence/general aggregate*) is restricted to personal/residential policies and is not available for commercial businesses.
- 3. CSG confirms that nothing contained in the submitted proposal will be proprietary.
- 4. CSG understands that all documents submitted to the City in connection with the proposal are subject to the California Public Records Act and may be disclosed without notice to CSG.
- 5. We have reviewed the Sample Agreement, and we request the City consider the following changes. The requested changes are shown in strikethrough and underline, below:

- **SECTION 2.8 PAYMENT UPON TERMINATION.**

In the event that the City or Consultant terminates this Agreement pursuant to Section 8, the City shall compensate the Consultant for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the effective date of ~~written notice~~ of termination. Consultant shall maintain adequate logs and timesheets in order to verify costs incurred to that date.

- **SECTION 5.1 GENERAL INDEMNIFICATION.**

To the fullest extent permitted by law, ~~Contractor~~ Consultant shall defend, indemnify and hold City, its official, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, ~~in any manner arising out of or incident to any alleged~~ only to the extent caused by negligent acts, omissions or willful misconduct of ~~Contractor~~ Consultant, its officials, officers, employees, agents, subcontractors and subcontractors arising out of or in connection with the performance of the Services, the Project or this Agreement, including without limitation the payment of ~~all consequential damages~~, attorneys' fees and other related costs and expenses. ~~Contractor~~ Consultant shall defend, at ~~Contractor's~~ Consultant's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against City, its directors, officials, officers, employees, agents or volunteers. ~~Contractor~~ Consultant shall pay and satisfy any judgement, award or decree that may be rendered against City or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding. ~~Contractor~~ Consultant shall reimburse City and its directors, officials, officers, employees, agents and/or volunteers, for any and all legal expenses and costs, including reasonable attorneys' fees, incurred by each of them in connection therewith or in enforcing the indemnity herein provided. In no event shall the cost to defend, indemnify, and hold harmless charged to the Consultant exceed the Consultant's proportionate percentage of fault. ~~Contractor's~~ Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by City or its directors, officials, officers, employees, agents or volunteers. Notwithstanding the foregoing, to the extent ~~Contractor's~~ Consultant's Services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the ~~Contractor~~ Consultant. This Section 5.1 shall survive any expiration or termination of this Agreement.

- **SECTION 8.1 TERMINATION.**

City may cancel this Agreement at any time and without cause upon written notification to Consultant. Consultant may cancel this Agreement for cause with ten day's written notice to City.

SECTION 8.2 EXTENSION.

City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall be specified in writing by the City. Consultant understands and agrees that if City issues such an extension, City shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. City understands and agrees that Consultant has no obligation to perform any new work if there is insufficient funding. Similarly, unless authorized by the City, City shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

SECTION 9.1. RECORDS CREATED AS PART OF CONSULTANT'S PERFORMANCE.

All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City for a specific project and are not necessarily suitable for any future or other use. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both parties.

- We are also requesting a site provision be included because future projects may require site work. The requested language is as follows:

However, notwithstanding the foregoing and/or anything to the contrary herein, City agrees to provide—or to require a party other than the Consultant to provide—a safe and compliant worksite and working conditions while Consultant's personnel and equipment are on the property. Failure to do so affords Consultant, at its own choosing, the ability to either a) terminate the contract with three calendar days notice or b) cease work on any project at anytime Consultant identifies unsafe conditions and either option shall be agreed to by City without penalty and with payment for services rendered prior to termination or cessation of work taking effect.

- 6. List and explain any pending bankruptcies, liens, stop payment notices, judgments, lawsuits, arbitrations, mediations, foreclosures, and any similar actions filed or resolved in the past seven (7) years. Please indicate whether a client has ever terminated a contract for breach, and if so, please explain.

CSG Litigation History (Past Seven Years)

Sweedy v. Town of Atherton

In October 2010, the claimant initiated a lawsuit against the Town of Atherton alleging that Town's Building Department wrongfully issued a Certificate of Occupancy for her residence. CSG was named in this case as it was providing building services to the Town. The case was settled in 2017 without any monetary compensation by CSG.

City of Half Moon Bay v. CSG Consultants, Inc. et al. (Case # 17-CIV-00387)

The City of Half Moon Bay filed this case against the City's contractor, the Contractor's bonding company, and CSG. This case arose out of faulty construction by a contractor who had gone bankrupt. The contractor was hired for construction of a segment of bike trail in Half Moon Bay, and the City alleged that there were defects in the construction of a walking trail. The case was settled with the City in April 2019.

Eric and Jen Hoogeveen.

The claimant alleged damages to their sump pump outlet pipe due to a resurfacing project for which CSG was providing construction management services in July of 2019. The case was settled in January 2020 for an amount of \$2,250.

Stephen Estrella v. City of South San Francisco Code Enforcement, a Public Entity, et al. (Case #20-CIV-05257).

A CSG employee was driving his personal vehicle and allegedly drove over Stephen Estrella's foot while the CSG employee was working for the City of South San Francisco. A claim was made against the CSG employee's auto insurance, and damages were paid. On November 24, 2020, a lawsuit was filed against the City of South San Francisco and CSG for the same incident. The case was settled and closed on February 23, 2024.

Tilafaiga Taape, Jr. v. Rosemary Hanson and CSG Consultants.

The property owner at 34 Visitacion Avenue in Brisbane was named along with CSG for a railing that failed on private property. CSG provides services to the City of Brisbane for building plan review and inspection. CSG was released from the case since it was not involved in the condition of the existing railing on the private property. The CSG dismissal forms for this case were completed on March 2, 2021.

WRA Litigation History (Past Seven Years)

In 2021, WRA joined a private client in mediation to resolve an issue related to the client's property, which resulted in a successful outcome for both parties.

APPENDIX A

Resumes

Ethan Edwards, AICP

VICE PRESIDENT OF PLANNING SERVICES

Mr. Edwards serves as the Vice President of Planning Services for CSG Consultants. To this role, he brings expertise in current and advanced planning, design review, coastal development review and CEQA, project and planning staff management, and professional practice building- from over 24 years of increasingly complex land use planning and management experience in Orange and Los Angeles Counties, northern California, and the State of Oregon. Prior to joining CSG, Mr. Edwards served as a planner for several public and private sector organizations and has served in various management roles including Community Development Director, Planning Manager and Principal Planner.

Relevant Project Experience

Acting Community Development Director/Planning Manager | City of Carson, California. Mr. Edwards served as the Acting Planning Manager and Community Development Director for the City of Carson where his duties included oversight of the Planning Department (including CSG staff), project management, scheduling, budgeting, agenda review and participation in public hearings. He also managed the City's on-call environmental and design consultants and provided direction on the comprehensive General Plan Update.

Principal Planner | City of El Segundo, California. As a contract Principal Planner, Mr. Edwards manages complex discretionary and administrative permits including Development Agreement negotiation, environmental impact report management; prepares agendas, reviews and prepares reports; conducts presentations to elected officials, commissions, and citizen groups.

Planner | City of Huntington Beach, California. While working with the City of Huntington Beach, Mr. Edwards managed discretionary and administrative permits; mentored staff; prepared agendas, reviewed and prepared reports, and interpreted zoning regulations as the Zoning Administrator Liaison; oversaw environmental consultants; and provided City management solutions for permit processing streamlining and customer service strategies.

Planning Manager | Baysinger Partners Architecture, Portland, Oregon. Mr. Edwards' duties as Planning Manager included: supervising the planning and entitlement division; managing staff priorities and department budget; preparing and processing applications for public and private development projects; providing consultant coordination and project management; and professional practice building.

Planner | City of Beaverton, Oregon. Mr. Edwards provided project management for current planning projects; assisted in design review code revisions; gave presentations to elected officials, commissions, and citizen groups; and served as the City staff liaison for an inter-jurisdictional commuter rail project and committee.

Associate Planner | City of Santa Monica, California. Mr. Edwards gave presentations to zoning administrator, planning commission, and architectural review board and prepared reports for a variety of entitlement projects while working for the City of Santa Monica.

Education

*Bachelor of Science, Urban and Regional Planning
California State Polytechnic University
Pomona, California*

Professional Affiliations

American Planning Association (APA)

- *Orange County Chapter*
- *Los Angeles Chapter*
- *Northern Chapter*
- *Central Chapter*

American Institute of Certified Planners (AICP)

International City/County Management Association

Association of Environmental Professionals (AEP)

Bradley Misner, AICP

DIRECTOR OF DEVELOPMENT SERVICES, NORTHERN CALIFORNIA

To his role as Principal Planner for CSG Consultants, Mr. Misner brings expertise gained from over 25 years in the field, including extensive public agency employment experience. His wide range of municipal planning skills and experience includes current and policy planning, zoning law creation and administration, and public administration.

Relevant Project Experience

Community Development Director | City of Benicia, California. Mr. Misner directed the Planning and Building Division functions and managed consultants; prepared and managed department budget (\$3 million); served as the Zoning Administrator; was a member of the Executive Management Team; responsible for implementation of electronic plan review and application submission, permit tracking automation, and development process improvements; and directed and coordinated housing policy discussions and preparation of the Housing Element.

Community Development Director | City of Millbrae, California. Mr. Misner served as Interim Director in September 2018, hired permanently in January 2019; directed functions and services of the Planning, Housing, Economic Development, Building, and Code Enforcement divisions; directed and supported the Planning Commission; provided project management for significant TOD developments; prepared policy support and prepared reports, recommendations to City Council; and managed department budget (\$2.9 million).

Director of Planning and Neighborhood Services | City of Milpitas, California. Mr. Misner directed the City Planning, Housing, and Neighborhood Services Divisions, managing 14 full-time employees and various consultants, and a \$3.6 million department budget. He was responsible for hiring, training, and mentoring planning, housing, and code enforcement staff. Additional responsibilities included the City's General Plan Update and associated consultant and budget management and serving as liaison to the Planning Commission and as a member of the Executive Management Team.

Principal and Owner | Davis and Misner, LLC, Danville, California. Mr. Misner provided project management and consulting services to private clients and municipalities in California. His work included project review, report preparation and analysis, and compliance review with General Plan policies and Zoning Ordinance regulations.

Education

*Bachelor of Science,
Geography and Group Social
Science
Western Michigan University |
Kalamazoo, Michigan
Continuing Education
Coursework:*

- *Land Use Law*
- *California Environmental
Quality Act (CEQA)*
- *Subdivision Law*

*University of California, Los
Angeles – Extension | Los
Angeles, California*

Professional Affiliations

*American Planning Association
American Institute of
Certified Planners*

Lorraine Weiss

PRINCIPAL PLANNER

Lorraine Weiss serves as a Principal Planner for CSG Consultants and provides planning assistance to our public agency clients using her knowledge of land use entitlements, development processes, CEQA, public engagement, and policy analysis for municipalities. Ms. Weiss is a land use planner with over 30 years of experience, has well-developed communication, organizational, and project management skills, and is passionate about contributing to creating a sense of place through community input and quality design.

Relevant Project Experience

Consulting Principal Planner | San Francisco Bay Area, CA: Ms. Weiss provided project management services for a variety of development and redevelopment projects (residential, multi-family residential, commercial office and retail, mixed-use, industrial, educational, and institutional) for local jurisdictions in the San Francisco Bay Area. She was also responsible for entitlement processing, project management of entire project life cycles, management and preparation of environmental documents in accordance with CEQA, as well as a variety of municipal code amendments. She also:

- Conducted site analyses, design reviews, environmental reviews, regulatory reviews and analyses, and prepared recommendations on complex land use development projects, adhering to fiscal and timeline constraints.
- Performed ordinance and resolution preparation for a variety of zoning text modifications and special projects.

Ms. Weiss has provided planning consulting services to various Bay Area jurisdictions including Town of Belvedere, Town of Corte Madera, City of Daly City, City of Larkspur, City of Menlo Park, Town of Moraga, City of Mountain View, City of Palo Alto, City of Redwood City, Town of San Anselmo, City of San Mateo, City of San Rafael, City of Sausalito, and City of Walnut Creek.

Environmental Services Manager | Town of Corte Madera, CA: Ms. Weiss managed and supervised the activities, operations, and budget (\$1 million) of the Planning and Building Divisions of the Environmental Services Department, a six-person team. She was responsible for developing strong cross-functional partnerships to support problem solving and collaboration among department managers to foster the goals and objectives of the Town. Ms. Weiss established strong working relationships with civic committees, residents, merchants, and shopping center management. She also:

- Organized, facilitated, and coordinated all activities of the 2008 General Plan Update
- Managed the Town's ADA Transition Plan and Self-Evaluation
- Served as liaison to the Town Center Shopping Center

Assistant Planner | City of Daly City, CA: Ms. Weiss processed land use permits, planning development project reviews, zoning, subdivisions, and site and architectural reviews. She provided staff support to the Planning Commission, City Council, and Redevelopment Agency. She also prepared various elements of the City's General Plan Update.

Education

*Bachelor of Science, Urban and Regional Planning
California State Polytechnic University
Pomona, California
UC Extension (Landscape Architecture Courses)
CEQA Update & Land Use Law Courses
Certificate in Urban Design
San Francisco Center for Architecture & Urban Studies*

Professional Affiliations

*American Planning Association (APA)
Association of Environmental Professionals (AEP)*

Farhad Mortazavi

PRINCIPAL PLANNER

Mr. Mortazavi provides principal planner services on behalf of CSG Consultants. Through his over 25 years of experience, he has developed expertise in urban and regional planning; governmental affairs and associated communications; and departmental management in planning, building, and code enforcement. He has held positions including Development Services Director with the City of Shasta Lake, Community Development Director for the City of Millbrae, Design Review Officer for San Mateo County, and has served as a contract CSG Planning Manager for multiple jurisdictions.

Education

*Masters, Urban Planning
San Jose State University
San Jose, California*

*Bachelor of Science, Urban and
Regional Planning
Cal Poly Pomona
Pomona, California*

Professional Affiliations

American Planning Association (APA)

Relevant Project Experience

City Planner | Town of Colma, California. As a contract city planner, Mr. Mortazavi manages current planning daily operation, including supervision of the Town's assistant and associate planner, coordinating with stakeholders and other departments, managing major planning permit applications, preparing planning reports for city council consideration, presenting to city council, and monitoring Daly City/South San Francisco/San Mateo County projects.

For advance planning, Mr. Mortazavi's work has included: processing and adoption of Colma's General Plan (GP) Update and its associated Environmental Impact Report, adoption of Housing Element Update, Town's first Bike and Pedestrian Master Plan, preparing/processing Economic Development Plan, managing the Zoning Code Update for compatibility with General Plan land uses, assisting with implementation of Colma's 2040 General Plan vision, and processing/participating in development of the following plans: Serramonte Master Plan, El Camino Real Master Plan, Regional Housing Needs Allocation, Countywide Stormwater program, Reimagine SamTrans, and Climate Action Plan.

Project Manager | City of Hayward, California. Mr. Mortazavi managed State Density Bonus law integration into the City's Zoning Ordinance by processing and presenting to both planning commission and City Council members.

Interim Community Development Director | City of Pinole, California. As the interim director, Mr. Mortazavi oversaw the daily operation of Planning, Building and Code Enforcement Departments, assisted in the selection of Economic Development Plan's consulting group, oversaw the entitlement process and permitting of a 174-unit transit-oriented senior housing project, assisted in the process and selection of Housing Element Update's consulting team, and participated in Planning Commission and City Council meetings.

Planning Manager | City of Berkeley and County of Sonoma, California. Mr. Mortazavi performed management and staff augmentation for the Planning/Community Development Departments and processing of Planning entitlement applications; performed major development consultations and application processing; performed advance planning consultation, including management of updates to Specific Plans and General Plans; Zoning and regulatory ordinance preparations; interacted with public agencies and elected officials; and facilitated public meetings

Lisa Newman

SENIOR PLANNER

Ms. Newman has provided a comprehensive range of city and environmental planning services in the San Francisco Bay Area for more than 30 years. She has served as both public agency staff and as the Principal/Owner of Newman Planning Associates (NPA). Ms. Newman is adept at building and managing teams of professionals, advisory groups, and non-profit Board members to achieve strategic goals.

Relevant Project Experience

Senior Planner | City of Mill Valley, California. As Senior Planner for more than eight years, Ms. Newman managed a wide range of current planning discretionary applications, while providing City oversight and response to major development projects in the region. In this role, she orchestrated weekly Departmental Review Team meetings to coordinate project review and resolve process issues. Notable contributions include developing and managing the first Short-term Rental Registration Program in Marin County and managing a Historic Preservation Program that included preparing a Historic Context Statement and Historic Resource Inventory. Additionally, Ms. Newman was the responsible planner for significant development projects that include:

- **Mill Valley Lumber Yard Redevelopment:** Managed multiple applications for historic preservation, renovation and conversion of the Mill Valley Lumber Yard from manufacturing use to mixed commercial/live-work use through a highly controversial, yet successful planning process.
- **550 Miller Avenue Mixed Use Development:** Managed redevelopment of one house/commercial space into a 7-unit residential project that included commercial space, shared parking, and 2 BMR units.
- **Bayside Park Pier Reconstruction:** Managed a team of consultants to prepare NEPA compliance environmental documents and multi-jurisdictional permitting to reconstruct a storm-damaged public pier.

Principal/Owner | Newman Planning Associates. For more than 25 years, Ms. Newman provided comprehensive current and long-range planning and environmental services to local government agencies, community organizations, and private clients throughout the Bay Area. Representative projects include:

City of San Rafael

- Marin Airporter Transfer Terminal Conditional Use Permit and Design Review.
- Focused EIRs on Cultural Resource impacts (San Rafael 815 B Street: 41-unit Residential Mixed-Use Project & San Rafael Carriage Townhouse Development Project).
- Mt. Tamalpais Cemetery Master Plan and Use Permit (managed planning process to redevelop the historic, 53-acre cemetery).
- Wireless Communications Facilities Ordinance (prepared ordinance and mitigated negative declaration for Council adoption).
- Chapel Cove Residential Subdivision (Managed entitlement process for a 15-unit planned residential development project that retained a historic Catholic chapel).

Education

*Master of City and Regional Planning, Emphasis in Land Use and Environmental Planning
University of California, Berkeley*

*Bachelor of Science with Distinction, Land Resource Planning
Stanford University*

*Rotary International Fellow, Scandinavian City Planning |
University of Oslo (Norway)*

Professional Affiliations

American Planning Association (APA)

Association of Environmental Professionals (AEP)

California Preservation Foundation

Matthew Weintraub

SENIOR PLANNER

Mr. Weintraub has more than 20 years of experience in a wide range of planning fields, including application review and project implementation, environmental review, historic preservation, transportation planning, and geographic information systems (GIS). He has served jurisdictions throughout California including some of the largest cities and some of the smallest towns. His broad planning experience, background in geography, and technical knowledge of GIS make him a versatile team member.

Relevant Project Experience

Senior Planner, CSG Consultants, California Mr. Weintraub joined CSG in 2022, and has conducted application processing and review for residential projects in the Town of Los Altos Hills and the City of Oxnard. In addition, he contributed to the Town of Colma Bicycle and Pedestrian Master Plan by gathering and analyzing geospatial data, creating GIS maps, and describing travel behavior. Mr. Weintraub also prepared GIS maps for the Janss Marketplace Hotel Project EIR and the EV Charging Station Project EIR (City of Thousand Oaks), and he gathered, analyzed, and reported transportation data for the El Camino Real Improvement Plan and the Serramonte Blvd West Phase I Project.

Planner | Town of Ross, California. Mr. Weintraub served as a Planner for the Town of Ross from 2019 to 2022. He reviewed and processed residential development applications; prepared and presented reports to the design board and town council; managed the Housing Element Update, and prepared zoning code updates and public information bulletins. During this time, he also served as Acting Planning Manager for the Town.

Senior Planner | City of Sausalito, California. Mr. Weintraub prepared the wireless telecommunications ordinance update and processed development applications including capital improvement projects. Additionally, he prepared and presented reports to the planning commission and city council, while staffing the historic resources commission.

Planner III | City of Oakland, California. Mr. Weintraub conducted CEQA reviews and managed the preparation of major environmental documents for the City. During that time, he applied and interpreted historic preservation regulations and guidelines, and he processed the development application for The Key at 12th rehabilitation project.

Planner | City of Palo Alto, California. Mr. Weintraub served as a Planner for the City of Palo Alto for three years. He managed the development of design guidelines for historic neighborhoods, conducted historic preservation reviews, and CEQA environmental reviews for both residential and commercial projects. Mr. Weintraub was also responsible for staffing the historic resources board while managing grant programs and projects.

Preservation Planner | City and County of San Francisco, California. Mr. Weintraub served as a Preservation Planner for the City and County of San Francisco. During that time, he prepared historic resource evaluations and analyzed potential impacts on historic resources. Additionally, Mr. Weintraub conducted CEQA environmental review for historic preservation projects, conducted and managed neighborhood historic resource surveys, and managed grant programs and projects.

Education

*Master of Arts, Geography
San Francisco State University
San Francisco, California*

*Bachelor of Arts, Geography
San Francisco State University
San Francisco, California*

Certifications

*Geographic Information Systems
(GIS), San Francisco State
University*

Professional Affiliations

*Contra Costa College
Human & Cultural Geography
Adjunct Instructor*

Glenn Lajoie, AICP

PRINCIPAL, DIRECTOR OF ENVIRONMENTAL PLANNING

Mr. Lajoie has over 35 years of experience in the practice of CEQA/NEPA environmental review and Community Planning for clients and agencies throughout California. He has spent the last year and a half serving CSG Consultants, Inc. His range of environmental review studies has included policy, land development and infrastructure projects. Along with an extensive background in CEQA/NEPA, his practices have also encompassed policy planning programs, such as General Plans, Specific Plans, neighborhood studies and due diligence analysis. Mr. Lajoie's skill set includes project and budget management, quality assurance, meeting facilitation, agency staff service assistance, and third party/peer review verification of analysis and findings. His primary objective as a professional planner has always focused on assuring integrity, quality, and legal defensibility of analysis and processes, culminating in win-win solutions for clients and communities.

Education

*Master's Degree in Public Policy and Administration
California State University
Long Beach, California*

*Bachelor of Arts, Geography/
Urban Studies
California State University
Long Beach, California*

Professional Affiliations

*American Planning Association (APA)
Association of Environmental
Professionals (AEP)*

Mr. Lajoie has an extensive background with local and regional agencies throughout California. The geographic context is wide ranging including: resort and destination projects in the Town of Mammoth Lakes; numerous infrastructure and water availability/desalination project reviews in the Community of Cambria; city center and neighborhood revitalization opportunities in Lancaster: over two million square feet of expansion for the Raytheon Corporate facility in El Segundo; Long Point (Terranea Resort) in Rancho Palos Verdes; downtown high rise and mixed-use proposals in Long Beach; The 2035 General Plan Update for Buena Park; buildout of the Cypress Business Park Master Plan in Cypress; campus modernization and enhancement projects at the University of California, Riverside and the master plan for beautification and growth at the Hotel Del Coronado.

Relevant Project Experience

Janss Marketplace Hotel EIR Project, City of Thousand Oaks, California – As Project Director, responsible for preparing an Environmental Impact Report (EIR) to evaluate the potential environmental impacts of the development of a hotel at 225 North Moorpark Road in Thousand Oaks. The proposed project includes demolition of the current two-story retail building, to be replaced by a five-story dual hotel and retail pad, the creation of a map to designate airspace rights, and a zoning change to the footprint of the hotel to increase the building's height limitation.

The Colonies at San Antonio Specific Plan EIR | City of Upland, California – As Project Director, responsible for project management and QA/QC for the preparation of the Specific Plan Amendment EIR. The 447.8-acre project area included multiple planning areas to accommodate single-family and multi-family residential, neighborhood and community-serving commercial and entertainment uses, natural and open space areas, drainage and flood control features, and community facilities. At buildout, the project site is designed to accommodate up to 1,150 new dwelling units of various types on nearly 168 acres. Approximately 115 acres of highway commercial development were to be located north and south of I-210 and provide for large-scale retail and entertainment uses. An open space area, located near the center of the project, would offer a focal point for the project, a passive recreational area with trails and views, and flood control facilities with a natural appearance. Key issues evaluated included: local and regional traffic and circulation; air quality; noise; biological resources; geology and soils; hydrology and drainage; and public services and utilities.

Amazon Delivery Station Project IS/MND | City of West Covina, California – As Project Manager, responsible for preparation of the Initial Study/Mitigated Negative Declaration. The Project involved the repurposing of a former 177,440 square foot industrial building, located in close proximity to existing residents. The "last mile" delivery station operation would include over 250 employees responsible for loading and unloading various types of delivery vehicles via trailer trucks and flex vehicles. Property modifications included building alterations, parking/ routing modifications and landscaping/fencing updates along the site perimeter. Key issues of concern included noise, lighting, traffic and overall affects to neighboring sensitive uses.

Liza Debies

SENIOR ENVIRONMENTAL PLANNER

Liza Debies has more than 12 years of professional experience and more than 8 years of experience in managing the preparation of CEQA and NEPA documents, including EIRs, IS/MNDs, Addenda, Environmental Assessments (EAs), and Categorical Exemptions and Categorical Exclusions. She has completed CEQA and/or NEPA documentation for public infrastructure, materials recovery facilities (MRFs), mixed-use developments, residential, commercial, retail, transportation, industrial, recreational, and institutional projects. She has expertise in aesthetics, land use and planning and land use compatibility, transportation and circulation, utilities and services systems, and alternatives analysis, as well as in evaluating large public infrastructure projects.

Education

*Bachelor of Arts,
Environmental Studies
Minor in Anthropology, with
Honors, Pitzer College,
Claremont, California
Study Abroad, visiting student in
Biotechnology, Athlone Institute
of Technology, Ireland, 2011*

Relevant Project Experience

Walnut Creek – Mixed Use Special District Project Supplemental EIR, City of Walnut Creek, California. Ms. Debies managed the preparation of a Supplemental EIR for the Mixed Use Special District Project in the City of Walnut Creek. The project would create an Auto Sales–Custom Manufacturing Mixed Use Special District overlay on approximately 6.2 acres owned or controlled by Toyota Walnut Creek.

2023–2031 (6th Cycle) Housing Element Update Program EIR, City of Pleasanton, California. Ms. Debies managed the preparation of the Housing Element Update Program EIR for the City of Pleasanton. Under Ms. Debies's management, the City prepared streamlined CEQA documents for several of the housing sites identified in the Housing Element Update.

Solid Waste and Recycling Transfer Station Replacement Project EIR, City of Berkeley, California. Ms. Debies managed the preparation of the Solid Waste and Recycling Transfer Station Replacement Project EIR for the City of Berkeley Public Works Department, Zero Waste Division (Zero Waste Division).

Oak Park Properties Specific Plan EIR, City of Pleasant Hill, California. Ms. Debies managed the preparation of an EIR for a 15-acre Program Area, which included a new public library, housing, and athletic fields.

Del Hombre Apartments Project EIR, Contra Costa County, California. Ms. Debies managed the preparation of an EIR for the construction of a 284-unit apartment building on a 2.40-acre site located in the unincorporated area of Walnut Creek, next to the Pleasant Hill BART/Contra Costa Center Bart Transit Village.

College Creek Apartments Project Consistency Checklist, City of Santa Rosa, California. Ms. Debies managed the preparation of a 15183 Consistency Checklist for the College Creek Apartments Project in the City of Santa Rosa. The project site is 7.49 acres (gross) with 1.67 acres of the parcel reserved for an exclusive easement to Sonoma Water for flood channel maintenance associated with College Creek, and public ROW dedication for the creekside pedestrian trail. The remaining 5.82 acres would be developed with three residential buildings with a total of 168 dwelling units, community center, pool, and other amenities.

Billboard Ordinance Update Project IS/MND, City of Orange, California. Ms. Debies managed the preparation of an IS/MND to amend the City's Billboard Ordinance to allow for relocation, which included the conversion of an existing static billboard display to a digital display.

Kelli Allen

ASSOCIATE ENVIRONMENTAL PLANNER

Kelli Allen serves as an Associate Environmental Planner for CSG Consultants and is currently providing staff support to CSG clients. Ms. Allen's background aligns well with her roles and growth as a contributor to the environmental practice and CEQA compliance study assignments at CSG. Ms. Allen is a recent graduate of UCLA, earning a Bachelor of Arts Degree in Geography, with a focus on Environmental Studies, and in Political Science. Her responsibilities with the project review will include research and background baseline information for various topical areas.

Relevant Project Experience

Janss Marketplace Hotel EIR | City of Thousand Oaks, California. Ms. Allen assisted in the preparation of an environmental impact report to evaluate the potential environmental impacts of the development of a hotel at 225 North Moorpark Road in Thousand Oaks. The proposed project includes demolition of the current two-story retail building, to be replaced by a five-story dual hotel and retail pad, the creation of a map to designate airspace rights, and a zoning change to the footprint of the hotel to increase the building's height limitation.

ARCO Commercial Center and Car Wash Project | Plymouth, California. Ms. Allen assisted in the preparation of an Initial Study/Mitigated Negative Declaration to evaluate the potential environmental impacts of the development of a commercial store, gas station, and car wash at 18725 CA 49 in Plymouth. The proposed project includes development of the currently vegetated site to construct a fuel canopy, car wash, convenience store, and parking lot, a general plan amendment, and a zoning change to accommodate the high-traffic commercial use in the downtown area.

1890 South Coast Highway IS/MND | Laguna Beach, California. Ms. Allen is assisting in the preparation of an Initial Study/Mitigated Negative Declaration to evaluate the potential environmental impacts of the development of a mixed-use retail and residential project at 1890 South Coast Highway in Laguna Beach. The proposed project involves the demolition of an existing car wash facility to be replaced by a mixed-use retail and residential complex with a subterranean garage and approximately 5,200 square feet of deck area.

Safety Element Update | Gustine, California. Ms. Allen is assisting in the preparation of a safety element update for the City of Gustine. The element evaluates the future hazard risks associated with fire, flood, dam inundation, seismic and geologic conditions, cybercrime, outdated emergency services infrastructure and staffing, and climate change in Gustine.

Sewer Line Reconstruction Project IS/MND | Millbrae, California. Ms. Allen is assisting in the preparation of an Initial Study Mitigated Negative Declaration to evaluate the potential environmental impacts of the development of upgraded sewer infrastructure in the City of Millbrae.

M&J Pallet Building IS/MND | San Bernardino, California. Ms. Allen assisted in the preparation of an Initial Study/Mitigated Negative Declaration to evaluate the potential environmental impacts of the development of a pallet building warehouse the County of San Bernardino. The proposed project involves the demolition of all existing on-site improvements, to be replaced by an approximately 22,267 square foot commercial warehouse and parking and circulation system improvements.

Education

*Bachelor of Arts Degree,
Geography/Environmental Studies and
Political Science with International
Relations Concentration.
University of California
Los Angeles*

*Minor in Global Studies
University of California
Los Angeles*

*Wildlands Studies Belize Program
Concentration in Environmental
Conservation*

*Environmental Wildlands Studies
Environmental Field Survey
Wildlands Environment and Culture
Western Washington University*

Professional Affiliations

*Association of Environmental
Professionals Member*

JACKIE WINKEL, MUP—AIR QUALITY/GREENHOUSE GAS EMISSIONS AND ENERGY ANALYSES SPECIALIST

Education

- Master of Urban Planning, University of Wisconsin-Milwaukee, Milwaukee, WI, 2009
- Bachelor of Science, Urban and Regional Studies, University of Wisconsin Oshkosh, Oshkosh, WI, 2007

Technical Expertise

- CalEEMod
- AERMOD
- California Air Resources Board's (ARB's) EMFAC
- ARB's OFFROAD model

Jackie Winkel, MUP, is an environmental and air quality planning professional with more than 12 years of experience in air quality and GHG emissions impact analyses, urban planning, and project management. Ms. Winkel has a thorough knowledge and understanding of air quality analysis, including factors affecting air pollution distribution, emissions quantification, and mitigation strategies. She is well versed in the CEQA process and in reviewing and commenting on air quality and GHG emissions analyses in CEQA documents. Additionally, Ms. Winkel is knowledgeable in the implementation and analysis of BAAQMD CEQA guidelines and thresholds and proficient in the use of air quality and GHG emissions models, such as CalEEMod, AERMOD, OFFROAD, and EMFAC. She is proficient in communicating with, and presenting to, local government staff, consultants, the general public, and other stakeholders. Ms. Winkel also has experience in training, supervising, and guiding junior level staff.

RELATED EXPERIENCE AND CLIENT SUMMARY

- Elworthy Property Residential Project Due Diligence, Town of Danville, CA
- New Fire Station No. 63 Consistency Checklist and Technical Analyses, City of South San Francisco, CA
- Zinfandel Estate Subdivision 53-lot Single-family Residential IS/MND, City of Napa, CA
- Santa Clara County 0 Piercy Road Church Construction Project Air Quality/GHG Emissions, Phase I ESA, and Wildfire Study, Santa Clara County, CA
- Pierce Road Mountain Winery Residential Project EIR, City of Saratoga, CA
- EKN Hotel + Downtown Housing and Economic Overlay Project Focused EIR, City of Petaluma, CA
- BoDean Company Construction Materials Processing Plant (File No. 19-16) EIR, Town of Windsor, CA
- Villages at the Quarry Project Consistency Checklist and Technical Studies, City of Pleasanton, CA
- Barber Yard Specific Plan Project EIR, City of Chico, CA
- Addendum to the Final EIR No. 331 for the Gypsum Canyon Cemetery Project Peer Review, City of Anaheim, CA
- Rio Vista Specific Plan EIR, City of Jurupa Valley, CA
- Avenue 24 Center Project Air Quality and Transportation Analysis, City of Chowchilla, CA

ROBERT CARROLL—BIOLOGICAL RESOURCES AND WETLAND STUDIES SPECIALIST

Education

- Bachelor of Science, Fisheries Science, Concentration in Water Resources, Cum Laude, Oregon State University, Corvallis, OR, 2016
- Bachelor of Arts, Marketing, College of Business Administration, Marquette University, Milwaukee, WI, 2007

Licenses and Certifications

- Fairy Shrimp Identification Certification, 2017
- Wetland Delineation Certification, 2018

Robert Carroll has more than 15 years of experience in environmental analysis, biological resources, and regulatory permitting. As a Biologist and Regulatory Specialist, Mr. Carroll's expertise includes multi-agency regulatory permitting and compliance (NEPA, CEQA, and California and federal Endangered Species Acts), natural resource assessments, special-status flora and fauna species surveys, construction compliance monitoring, and wildlife habitat assessments. Mr. Carroll has extensive experience managing wetland delineation projects and performing regulatory permitting pursuant to the jurisdiction of the CDFW, the RWQCB, the USACE, and other local and regional agencies and organizations. He is well versed in CWA Sections 404 and 401 permitting and CDFW Code 1602 permitting.

RELATED EXPERIENCE AND CLIENT SUMMARY

- CenterPoint Properties Logistics Warehouse Project EIR, Contra Costa County, CA
- Scannell Properties Logistics Warehouse Project EIR, Contra Costa County, CA
- Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies, Contra Costa County, CA
- Tassajara Parks Project EIR, Contra Costa County, CA
- Del Hombre Apartments Project EIR, Contra Costa County, CA
- Contra Costa County Public Works Department On-Call Environmental Services, Contra Costa County, CA
- Willow Avenue Commercial Center Project IS/MND, City of Hercules, CA
- Skelly Residential Project IS/MND and Technical Studies, City of Hercules, CA
- Powerplant Agricultural Development Project Focused EIR and MND, City of Richmond, CA
- Marina Way Residential Project Wetland Delineation, City of Richmond, CA
- Richmond Country Club Residential Project IS/MND, Technical Studies, and Bay Trail Connection, City of Richmond, CA
- Quarry Residential Project Nesting Bird Survey, City of Richmond, CA
- PowerPlant Park Project IS/MND and Technical Studies, City of Richmond, CA
- 1014 Chesley Avenue Self-storage Facility Consistency Checklist and Associated Technical Studies, City of Richmond, CA
- Initial Study/Consistency Checklist and Addendum to the Richmond General Plan Final EIR for the 100 38th Street Project, City of Richmond, CA
- 3101 Garrity Way Homewood Suites Project Initial Study/Checklist and Technical Studies, City of Richmond, CA
- Richmond Point Marina Way South Residential Project Technical Studies, City of Richmond, CA
- 4841 Sunrise Drive Nesting Bird Survey, City of Martinez, CA

Education

- Doctor of Philosophy, Near Eastern Art and Archaeology, University of California, Berkeley, CA, 2012
- Master of Arts, Near Eastern Art and Archaeology, University of California, Berkeley, CA, 2005
- Bachelor of Arts, Archaeology and History (double major), University of California, San Diego, CA, 2002

License

- Registered Professional Archaeologist, License No. 13517, 2016

Dana DePietro, PhD, RPA, is a Registered Professional Archaeologist (License No. 13517) who meets the Secretary of the Interior's Standards for historic preservation programs in archaeology. Dr. DePietro has more than 21 years of experience in all aspects of cultural resources management, including prehistoric and historic archaeology, paleontology, materials conservation, history of art and architecture, and community engagement. He has experience in compliance with NEPA, CEQA, the NHPA, and the Archaeological Resources Protection Act. Dr. DePietro has completed cultural resource projects that have involved agency, client, Native American, and subcontractor coordination; treatment plans and research design development; archival research; field reconnaissance; site testing; data recovery excavation; construction monitoring; site recordation; site protection/preservation; mapping/cartography; spatial analysis/GIS; laboratory analysis; materials conservation; artifact curation and exhibition; and report production. He has completed projects in California within the jurisdiction of the BLM and other federal agencies requiring compliance with Section 106 of the NHPA. He has also completed projects throughout California under CEQA for State and local governments and municipalities, and has worked with clients to ensure deliverables meet and exceed the standards set by the OHP. Dr. DePietro manages projects and task orders completed under FCS's on-call contract with the County of Contra Costa and the cities of Hercules, Richmond, Walnut Creek, and San Ramon.

RELATED EXPERIENCE AND CLIENT SUMMARY

- Del Hombre Apartments Project EIR, Contra Costa County, CA
- Tassajara Parks Project EIR, Contra Costa County, CA
- Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies, Contra Costa County, CA
- Scannell Properties Logistics Warehouse Project EIR, Contra Costa County, CA
- Retainer Contract for Staff Assistant, Contra Costa County, CA
- FSRE Industrial Project EIR, Technical Studies, and Peer Review of Technical Studies, Contra Costa County, CA
- Rodeo Creek Bank Erosion Repair, Contra Costa County, CA
- Grayson Road 10-lot Subdivision Project IS/MND and Technical Analyses, Contra Costa County, CA
- Willow Avenue Commercial Center Project IS/MND, City of Hercules, CA
- Skelly Residential Project IS/MND and Technical Studies, City of Hercules, CA
- Powerplant Agricultural Development Project IS/MND, City of Richmond, CA
- Goodrick Property Richmond Project Wetland and Cultural Survey, City of Richmond, CA
- Richmond Country Club Residential Project IS/MND, Technical Studies, and Bay Trail Connection, City of Richmond, CA
- PowerPlant Park Project IS/MND and Technical Studies, City of Richmond, CA

PHILIP AULT, MS, LEED AP—ACOUSTICAL STUDIES SPECIALIST

Education

- Master of Science, Advanced Environmental and Energy Studies for Architecture, University of East London at Center for Alternative Technology, Wales, UK, 2007
- Bachelor of Science, Mathematics, Bob Jones University, Greenville, SC, 1991

Training and Certifications

- US Green Building Council, Leadership in Energy and Environmental Design (LEED) Accredited Professional (AP), without specialty
- TRAFFIX Training, Dowling Associates, Inc., Oakland, CA
- FHWA Traffic Noise Model 2.5 and Traffic Noise Fundamentals Training Course, Bowlby & Associates, Inc., Franklin, TN
- Principles of Ecological Design, Case Studies in Ecological Design, San Francisco Institute of Architecture San Francisco, CA

Philip Ault, MS, LEED AP, has more than 18 years of experience in noise environmental impact analysis. As the Director of Noise Services, Mr. Ault is responsible for overseeing climate-sustainability strategy, noise studies, and environmental management systems and regulatory compliance with CEQA and NEPA requirements. He has prepared project-level technical noise analyses and programmatic noise and vibration impact analyses for programmatic-level CEQA analyses, including general plans, general plan updates, and specific plans. Mr. Ault has managed more than 900 projects that included the coordination of technical teams across multiple disciplines, firms, and municipal staff. In the past five years, Mr. Ault has also taken on the management of multiple CEQA and NEPA projects that involved the preparation of Addenda, Exemptions, Initial Studies, Environmental Impact Reports (EIRs), and Environmental Assessments (EAs). In his role as Manager of the Noise Team, he trains staff on conducting field noise measurements in compliance with Federal Highway Administration (FHWA), California Department of Transportation (Caltrans), Federal Transit Administration (FTA), and Housing and Urban Development (HUD) standards, as well as providing director-level review of all noise analyses. Mr. Ault also provides senior oversight, peer review, and expert testimony for FCS's noise services. Mr. Ault manages projects and task orders completed under FCS's on-call contract with the County of Contra Costa and the cities of Hercules, Richmond, and San Ramon.

RELATED EXPERIENCE AND CLIENT SUMMARY

- Oak Road Townhouse Condominiums Project EIR and Peer Review of Technical Studies, Contra Costa County, CA
- Scannell Properties Logistics Warehouse Project EIR, Contra Costa County, CA
- CenterPoint Properties Logistics Warehouse Project EIR, Contra Costa County, CA
- Del Hombre Apartments Project EIR, Contra Costa County, CA
- Tassajara Parks Project EIR, Contra Costa County, CA
- Skelly Residential Project IS/MND and Technical Studies, City of Hercules, CA
- PowerPlant Park Project IS/MND and Technical Studies, City of Richmond, CA
- Richmond Country Club Residential Project IS/MND, Technical Studies, and Bay Trail Connection, City of Richmond, CA
- 1014 Chesley Avenue Self-storage Facility Consistency Checklist and Associated Technical Studies, City of Richmond, CA



Leslie Allen

Principal

YEARS OF EXPERIENCE

27

EDUCATION

M.S., Biology, Western
Washington University

B.A., Biology, University of
California Santa Cruz

PROFESSIONAL AFFILIATIONS

Association of Environmental
Professionals (AEP)

Bay Planning Coalition, Resilient
Transportation Committee
Member

San Francisco Bay Area Planning
and Urban Research Association
(SPUR)

SPECIALIZED TRAINING

Federal Environmental
Requirements for Local Agency
Transportation Projects Off the
State Highway System

Environmental Negotiation

Construction Site Compliance for
Water Quality Protection

Restoration and Revegetation in
Disturbed Soils

Basic Wetland Delineation and
Advanced Hydric Soils



Leslie Allen is a Principal with WRA who specializes in managing multidisciplinary teams to support municipal clients through complex environmental permitting, mitigation, and monitoring efforts in the greater San Francisco Bay Area. The technical skills that Leslie developed earlier in her career as a field biologist, wetland delineator, and construction monitor inform her approach to navigating environmental compliance and the relationships among regulators, project proponents, construction contractors, and other stakeholders. Leslie is experienced with managing projects from conception to completion and also is adept at picking up projects where others have left off and getting them to construction.

RELEVANT PROJECT EXPERIENCE

Retail Opportunity Investments Corporation | Pinole, CA

Pinole Vista Mixed Use Project | Principal in Charge

The Pinole Vista project is a proposed mixed-use redevelopment. WRA was retained to manage and prepare environmental technical studies that will support the City's CEQA review of the project. WRA's scope of work included a biological site assessment, a tree survey and arborist report. In addition, an air quality/greenhouse gas (GHG)/health risk assessments, noise analysis, and a cultural resources survey were performed by WRA's subconsultants.

Town of Hillsborough | Hillsborough, CA

On-Call Environmental Consulting Services | Principal in Charge

WRA responds to task order requests from the Town, on behalf of property and homeowners who must complete assessments of riparian habitat, stream setbacks, or other biological resources to facilitate the Town's review of their development proposals and ensure compliance with local ordinances as well as state and federal environmental regulations. Leslie oversees the team of biologists and regulatory specialists who manage this contract and execute the work.

Marin County Department of Public Works | Marin County, CA

On-Call Environmental Services, Project Manager/Principal in Charge

WRA provides on-call environmental consulting and compliance services in support of multiple road and bridge repair projects. Leslie began managing this contract in 2018 and now serves as Principal in Charge, overseeing the contract compliance and quality of WRA's work.

Marin County Flood Control & Water Conservation District | Marin County, CA

On-Call Environmental Services, Project Manager/Principal in Charge

WRA provides on-call environmental consulting and compliance services in support of multiple projects related to the maintenance and sustainability of flood control channels, levees, and water storage. Leslie began managing this contract in 2019 and now serves as Principal in Charge, overseeing the contract compliance and quality of WRA's work. Our work includes CEQA and NEPA compliance, environmental permitting, wetland delineations, rare plant surveys, nesting bird surveys, and protocol-level surveys for special-status wildlife.

Sonoma-Marín Area Rail Transit (SMART) | Petaluma, CA

On-Call Environmental Services Program Management, Project Manager

Leslie has been managing on-call services for SMART since 2012. The current on-call environmental services contract enables WRA to respond to any needs SMART may have regarding biological and cultural resources compliance, regulatory permitting, CEQA/NEPA, restoration and mitigation design and implementation, construction monitoring, mitigation performance monitoring, and feasibility studies. WRA has permitted or is managing the permit application process for passenger rail infrastructure upgrades, bridge replacements, slide repairs, and over 10 miles of non-motorized pathways. We also advise SMART on CEQA compliance and NEPA scoping for their state and federal funding pursuits.



Bernhard Warzecha

Senior Regulatory Permitting Specialist

YEARS OF EXPERIENCE
13

EDUCATION
M.S. Biological Science (Ecology, Evolution, and Conservation), San Francisco State University

B.S. Biology, Freie Universitaet, Berlin, Germany

PERMITS / CERTIFICATIONS
Endangered Species Act Section 10(a)(1)(a) Incidental Take Permit, #TE-75187D-0

- California red-legged frog

FAA Remote Pilot Certification, Small Unmanned Aircraft Systems (UAS) with Part 107 License, #4500983

California Rapid Assessment Method (CRAM), San Francisco Estuary Institute

Project Management Certification, AEC Business Solutions

Wetland Delineation Certification, Wetland Training Institute, Inc.



wra
Environmental
Consultants

Bernhard Warzecha has over 13 years of experience delivering biological consulting projects, including managing multidisciplinary teams and subcontractors, and successfully establishing and strengthening relationships with colleagues, agencies, and clients. His expertise focuses on successfully completing all aspects of the permitting process required by USACE, RWQCB, USFWS, CDFW, BCDC and CEQA/NEPA; and the delivery of related technical documentation.

RELEVANT PROJECT EXPERIENCE

Sonoma-Marin Area Rail Transit District (SMART) | Multiple Counties, California
SMART Pathway Segments, Senior Regulatory Permitting Specialist

SMART is planning to construct seven additional miles of non-motorized pathway connecting their right-of-way with local streets. Under contract to BKF and with Stantec as a sub-consultant, WRA is providing biological field studies, biological and cultural resources constraints analyses, aquatic resources and endangered species permitting, and mitigation strategies. For this project, Bernhard is the designated agent for USACE, RWQCB, and CDFW permit applications, and as such responsible for completion of the permit process.

FirstCarbon Solutions | Vallejo, California

Fairgrounds Channel Widening Project, Senior Biologist and Project Manager

As part of a master services agreement with the client, WRA is providing services for several on-call task orders including an aquatic resources delineation and conducting USFWS-protocol level California red-legged frog (CRLF) surveys, and a Mitigation and Monitoring Plan. As WRA's project manager and technical lead, Bernhard oversees the preparation and delivery of these technical reports within schedule and budget.

Contra Costa County Public Works Department | Contra Costa County, California
Buchanan Field Airport Fire Station #9 Project, Biologist

Prior to WRA, Bernhard was responsible for preparation of a Biological Constraints Analysis following the content requirements for an IS/MND bio section, including mitigation measures addressing potential impacts to aquatic resources and potentially present special-status species. Additionally, he conducted and prepared a CWA Section 404 jurisdictional wetland delineation for this project. As the designated Project Manager, he organized the multi-agency meeting with the USACE, RWQCB, CDFW, and USFWS. Bernhard was responsible for meeting deadlines and budget.

City of Martinez | Contra Costa County, California

Alhambra Creek Project, Regulatory Permitting Specialist

Prior to WRA, Bernhard was responsible for overseeing the preparation of permit applications for CDFW, RWQCB, and the Corp (including successful ESA Section 7 consultation with NMFS and FEMA as the federal lead agency) regarding several infrastructure repair projects. As the designated Project Manager, Bernhard was responsible for meeting deadlines and budget. Additionally, he prepared a comprehensive Vegetation Management Plan for lower Alhambra Creek for the City of Martinez, including a revegetation and planting plan. The planning process included close cooperation with in-house experts and stakeholder groups, including Friends of Alhambra Creek, Contra Costa Resource Conservation District, Contra Costa County Public Works Department, RWQCB, CDFW, California Urban Streams Partnership, Alhambra watershed Council, and City of Martinez engineers.

County of Contra Costa | Concord, Contra Costa County

Proposed FSRE Warehouse Development Project, Sally Ride Drive, Buchanan Airfield, Lead Biologist

As the lead Biologist for FirstCarbon Solutions for this Project, Mr. Warzecha developed and guided the biological resources review under CEQA for the County of Contra Costa. This included research, surveys, and preparation of a CEQA-adequate Biological Resources Assessment, and review of other biological technical studies and agency feedback provided by the developer. Additionally, this task included coordination with Environmental Planners from FCS and the County, and biologists for the developer team, and others.

Aubrey K. Cool, PG

Principal Geologist



EDUCATION

B.S., Earth Sciences, 1996,
University of California, Santa Cruz

REGISTRATIONS/CERTIFICATIONS

PG 7659 (California)

OSHA 40-Hour Health & Safety Training
with Annual Updates

PROFESSIONAL REFERENCES

City of South San Francisco, 400 Grand
Avenue, South San Francisco, CA 94080
Philip Vitale, 650.829.3800, philip.vitale@
ssf.net

Orange Memorial Park Aquatic Center,
9/2023 to 3/2024: Soil characterization
for the Orange Memorial Park Aquatic
Center.

City of Richmond, 450 Civic Center Plaza,
2nd Floor, Richmond, CA 94904

Lina Velasco, 510.620.6841, lina_
velasco@ci.richmond.ca.us

EPA Brownfields Grant, 9/2017 to
12/2022: Environmental services for EPA
Brownfields grant.

Port of Oakland, 530 Water Street,
Oakland, CA 94607

Colleen Liang, 510.627.1100, cliang@
portoakland.com

Port of Oakland, As Needed
Environmental Services, 7/2018 to
6/2028: As needed Environmental
Compliance services.

As a Principal Geologist for Ninyo & Moore, Ms. Cool has experience in the environmental industry, specializing in Leaking Underground Fuel Tank (LUFT) case project management, groundwater monitoring program management and soil, groundwater and soil vapor investigations. As the project manager for a Bay Area airport site, she recently oversaw a landfill gas and groundwater monitoring well installation investigation, coordinates the monthly landfill well monitoring and quarterly landfill gas and groundwater monitoring well sampling, and prepares the installation and quarterly monitoring and sampling reports. Ms. Cool possesses an expert knowledge of California's Low-Threat Underground Storage Tank Case Closure Policy and has provided her clients with the professional expertise to develop technical strategies to achieve timely and cost-effective case closures. Prior to her tenure at Ninyo & Moore, Ms. Cool oversaw up to 115 LUFT and Spills, Leaks, Investigation and Cleanup (SLIC) cases in the San Francisco Bay Area for a major oil client. Her project management work included a case with the San Francisco Bay Regional Water Quality Control Board (RWQCB) at a jet fuel terminal in South San Francisco.

REPRESENTATIVE EXPERIENCE

Association of Bay Area Governments, Boorman Park, Richmond, California: Project Manager for an EPA Brownfield Community-wide Assessment Grant with several projects in Richmond, El Cerrito, Bay Area Rapid Transit (BART) properties, and unincorporated parts of Contra Costa County. One project for the City of Richmond was Boorman Park, an existing park with planned upgrades and identified soil contamination. Ninyo & Moore completed Phase I and Phase II Environmental Site Assessments (ESAs) under the EPA grant. Subsequently, we are working directly under contract with the City of Richmond and have completed a Supplemental Site Investigation and report and are currently preparing a Removal Action Work Plan (RAW) to excavate and remove the contaminated soil.

City of Alameda, Estuary Park Site Improvements, Alameda, California: Project Manager for the environmental services portion of Ninyo & Moore's contract for construction oversight for Estuary Park located within the former Alameda Naval Air Station (NAS) property in Alameda. Ms. Cool assisted in interpreting the Alameda Point Site Management Plan (SMP) and managed Ninyo & Moore's environmental staff who were involved in SWPPP Best Management Plan (BMP) inspections and soil sampling activities on-site during construction activities. Mr. Larson was also the main contact for the City and assisted the City with managing the contractors.

Wilson Associates, Phase I and Phase II ESA, Oakland, California: Project Manager for a redevelopment project. Completed updated Phase I ESA; oversaw underground storage tank (UST) closure and collected soil, grab groundwater and soil stockpile samples; conducted Phase II ESA and collected including soil and soil vapor samples; prepared SGMP. Regulatory liaison with ACDEH including submittal of case closure request, which is currently under review.

Association of Bay Area Governments/City of Oakland/Private Developer, Phase I and Phase II Environmental Site Assessments (ESA) and Remedial Planning, International Boulevard, Oakland, California: Project Manager for a Phase II ESA at a multi-parcel Brownfields Site with public/private ownership where a private developer intends to redevelop vacant lots into low-income housing. Designed a grid-based soil Sampling and Analysis Plan to determine if the soil was contaminated

Aubrey K. Cool

Principal Geologist

by above and/or underground oil/petroleum storage tanks, metals, or construction materials. Completed geophysical survey to identify in any USTs were still present. Collected soil samples to evaluate the presence of metals, TPHs, semi-volatile organic compounds, volatile organic compounds and asbestos. Evaluated results against San Francisco Bay RWQCB Tier 1 ESLs and background metals concentrations in California soils and prepared report for client. Classified soil and coordinated disposal as hazardous waste to appropriate landfill facility. Subsequently completed Phase I ESA and supplemental Phase II ESA for privately owned portion of site. Conducted negotiations with ACDEH discussing redevelopment plans and investigation and remedial requirements. Prepared a Corrective Action Plan to satisfy the City's National Environmental Policy Act (NEPA) process requirements and a Fact Sheet to facilitate ACDEH's public participation process.

Association of Bay Area Governments, 9400 Block International Boulevard, Brownfields Phase II ESA, Oakland, California: Project Manager for a Phase II ESA at a vacant lot that the City of Oakland intends to develop. Reviewed historical documents to design investigation and prepared Sampling and Analysis Plan per EPA Brownfields template. Collected soil samples to evaluate the presence of petroleum hydrocarbons, volatile organic compounds (VOCs), semi-VOCs and metals. Compared analytical results to RWQCB ESLs, coordinated disposal of soil cuttings and prepared report for client.

Port of Oakland, North Field Runway Safety Area Improvement Project, Groundwater and Landfill Gas (LFG) Investigation, Oakland, California: Project Manager for an on-call environmental services contract with the Port of Oakland for site located at Oakland International Airport. Installed groundwater monitoring and LFG wells to evaluate presence and migration of LFG and water quality conditions in the vicinity of a previously unknown landfill site where the primary COC is TPH as motor oil. Collected soil, groundwater, and soil gas samples and evaluated results against San Francisco Bay RWQCB ESL. Conducted monthly LFG monitoring and quarterly groundwater LFG sampling and prepared reports for client. Estimated contribution of polar natural organic compounds (NOCs) to reported TPH concentrations and calculated hydrocarbon oxidation products (HOPs) per San Francisco Bay RWQCB's ESL User's Guide. Prepared Conceptual Site Model and Closure Request for the San Francisco Bay RWQCB groundwater case and a letter request to discontinue LFG monitoring for the ACDEH Local Enforcement Agency (LEA) LFG case.

UCSF Benioff Children's Hospital, Oakland, California: Project Manager for all phases of environmental services, which have included preparation of a Site Conceptual Model, and overseeing a soil vapor survey, and off-site groundwater investigation relating to a regional volatile organic compound (VOC) plume. Responsibilities include client and Alameda County DEH regulatory correspondence and meetings, project staffing, work plan and report reviews, and budget control.

Bay Road Holdings, LLC, Former Romic Environmental Technologies Site, Groundwater Remediation, East Palo Alto, California: Project Manager for a 12.6-acre former hazardous waste management facility located adjacent to San Francisco Bay. The current phase of remediation consists of installation of a groundwater recirculation treatment system and a pilot study to treat chlorinated solvents in the subsurface. Activities conducted included overseeing installation of 32 vertical groundwater extraction and monitoring wells and 10 horizontal injection wells, completing a microbial assay and characterizing soil and drilling mud for disposal.

Owens-Brockway Glass Container Facility, Soil Vapor Investigation, Oakland, California: Project Manager for soil vapor investigation under Alameda County Department of Environmental Health oversight to assess whether soil remediation is warranted and to identify possible excavation areas. Activities conducted included installing and sampling 45 nested soil vapor probes, data evaluation against residential ESLs and characterizing soil cuttings for disposal.

San Francisco Department of Public Works (SFPW), UCSF Mission Bay Station Platform Improvement Project, Phase II ESA, San Francisco, California: Project Manager for an on-call environmental services contract with SFPW. Oversaw Phase II ESA within Third Street adjacent to Muni Metro tracks and station platforms to characterize soil for disposal and groundwater for batch discharge into the City sewer during improvement project. Collected soil and groundwater samples and evaluated results against human health screening levels, Federal and State disposal criteria, City batch discharge requirements and background metals concentrations in California soils. Prepared cross section and report for client.

William P. Larkin, CAC, LRC I/A & PM

Principal Environmental Scientist



EDUCATION

M.P.A., Golden Gate University, 1994,
San Francisco, California

B.A., Political Science and European
History, 1984, University of California,
Davis

REGISTRATIONS/CERTIFICATIONS

Certified Asbestos Consultant,
No. 99-2688

CDPH Lead-Related Construction:

– Inspector/Assessor, No. LRC-00001285
– Project Monitor, No. LRC-00001284

AHERA Accredited Asbestos:

– Contractor/Supervisor, No. 46422 SR
– Inspector, No. 46407 IR
– Management Planner, No. 46415 PR
– Project Designer, No. 46401 DR

Sampling and Evaluating Airborne
Asbestos Dust Certification, NIOSH 582
OSHA 40-Hour Health & Safety Training
with Annual Updates

PROFESSIONAL REFERENCES

City of Richmond, 450 Civic Center Plaza,
Richmond, CA 94804

Josef Munoz, 510.307.8091, josef_
munoz@ci.richmond.ca.us

Booker T. Anderson Community Center,
2/2024 to 3/2024: Hazardous building
materials survey and PCM clearance air
sampling.

City of Vallejo, 555 Santa Clara Street,
Vallejo, CA 94590

Melissa Tigbao, 707.648.4163, melissa.
tigbao@cityofvallejo.net

Vallejo Police Department, 2/2024 to
3/2024: Air sampling, wipe sampling and
oversight during lead abatement/cleaning.

City of Larkspur, 400 Magnolia Avenue,
Larkspur, CA 94939

Julian Skinner, 415.927.5110, js Skinner@
cityoflarkspur.org

City Hall and Fire Stations 15 and 16,
6/2020 to 7/2023: Hazardous materials
observation and microbial air sampling.

As a Principal Environmental Scientist for Ninyo & Moore, Mr. Larkin has 30 years of environmental experience in all aspects of asbestos and lead-based paint surveys and construction management programs, as well as environmental planning programs including transportation and city planning projects. He has participated in multi-family asbestos and lead-based paint surveys in both occupied and unoccupied buildings, aided in asbestos project design and provided project management and construction monitoring in educational, commercial, industrial, residential, and laboratory facilities. Mr. Larkin has conducted numerous environmental due diligence assessments and compliance reviews of retail, industrial, and commercial properties and has conducted numerous biological/mold assessments for private and public clients. He has also conducted numerous HBMS throughout the San Francisco Bay Area and Northern California.

REPRESENTATIVE EXPERIENCE

City of Richmond, Fire Station 66 Oversight, Richmond, California: Project Manager during perimeter and clearance air sampling and monitoring and contractor observation/oversight activities during the abatement of identified hazardous building materials (asbestos-containing materials [ACMs]) at the Richmond Fire Station 66. The abatement activities within the work areas of the Fire Station were conducted with the planned flooring replacement of these areas in mind. The general work areas were the Day Room, the Captain's Room and the storage room. The asbestos containing 9"x9" floor tile within each room was abated. The felt underlayment and the black mastic were ND (non-detect) for asbestos. A report was prepared which presented a summation of abatement activities (including air monitoring results) and a compilation of project documents.

City of Richmond On-Call Environmental Consulting Services, Richmond, California: Contract Manager providing services for approximately 20 projects for the City of Richmond since 2013. These projects have included services for environmental assessment and remediation work; and hazardous building materials surveys (HBMS), preparation of related abatement specifications, oversight and monitoring (including clearance sampling and closeout reporting); and mold assessments. Buildings/facilities included a variety of facilities such as a senior center, firehouses, the Civic Auditorium, Shields-Reid Community Center, Anderson Community Center, Point Molate facilities, Wendell Park, and others. HBMS typically included sampling for suspect asbestos-containing material (ACM) and lead-containing material (LCM); however, several projects also included assessment of suspect universal wastes that include materials such as mercury, PCBs, and chlorofluorocarbons.

Hagel Building Roof, Limited Hazardous Building Materials Survey, Richmond, California: Project Manager during a limited hazardous building materials survey of the roof of the Frank Hagel building. The survey included the sampling the multiple layers of roof materials in various locations where roof renovation was planned to assess for the potential presence of asbestos. In addition, samples of various paint coatings were collected for vents and equipment on the roof and subsequently analyzed for the potential presence of lead. Conducted an additional survey in early 2017 in another area of the roof, which was also planned for renovation. A report was prepared that provided summary of the findings as well as recommendations for handling the materials identified as containing hazardous materials.

City of Richmond, Terminal 4, Richmond, California: Project Manager during provision of as-needed hazardous building materials sampling analysis and reporting

William P. Larkin

Principal Environmental Scientist

and project oversight for the Terminal 4 Wharf/Pier Facility. The City of Richmond was ceded the Terminal 4 facility over the last few years. As part of our on-call contract with the Client, we were charged with assessing the former Terminal 4 facility for potential hazardous building materials. This process aided the Client in ascertaining what to do with the facility (demolition or renovation, etc.). The Terminal 4 facility is composed of a large wharf/pier, a large dilapidated warehouse and an old, dilapidated residence (right on the water). We were not allowed onto the pier or into the warehouse or residence due to safety concerns that it might slide into San Francisco Bay during our sampling activities. As part of our sampling efforts, we arranged the rental of a 90-foot boom lift to sample inside the warehouse and residential structures. We also arranged to hire an approximately 40-foot fishing boat to observe and sample the bayside areas of the wharf/pier. The soil around a former underground storage tank was also sampled and analyzed as part of this assessment.

Berkeley Unified School District (BUSD), Multiple School Facilities, Hazardous Materials Management, Berkeley, California: Project Manager and the senior Certified Asbestos Consultant (CAC) for the BUSD in completing HBMS at nine BUSD facilities. The site structures were scheduled for hazardous materials abatement and renovation. Mr. Larkin managed the overall program, coordinated the HBMS, issued the HBMS reports to the BUSD, and was the primary author of the abatement specifications for each site. Ninyo & Moore also monitored/oversaw abatement contractors during the abatement of all identified hazardous materials (asbestos-containing materials [ACM], lead-based/lead-containing paint (LBP/LCP), and polychlorinated biphenyl (PCB)-containing ballasts/mercury switches and fluorescent light bulbs, etc.). Ninyo & Moore's actions aided the BUSD in the updating/administration of their facility-specific management and operations and maintenance plans. Additionally, Ninyo & Moore performed oversight/monitoring activities during the removal of previously undiscovered Transite pipe discovered during the construction of a new Berkeley High School baseball field.

City of Oakland, On-Call Environmental Consulting Services Contract, Oakland, California: Ninyo & Moore was selected to provide environmental consulting services to the City of Oakland through several contracts from 2003 through 2013 (and we have just won another three-year on-call contract with the City of Oakland). As part of these as-needed, on-call contracts, Mr. Larkin performed hazardous materials sampling and reporting, abatement specification/work plan development (with associated drawings) and abatement monitoring/oversight (with close-out reporting). Individual projects included hazardous material sampling of selected areas of 11 City of Oakland firehouses, hazardous materials sampling at the City of Oakland corporation yard/facility at 7101 Edgewater Drive, HBM sampling, reporting and abatement oversight related to the demolition of approximately eight residential and commercial structures (occupied and unoccupied) on a city block at the intersection of 94th Street and International Boulevard, and various other as-needed hazardous material sampling and identification efforts.

City of Vallejo, On-Call Environmental Hazardous Material Services, Vallejo, California: Project Manager for this on-call engineering hazardous materials services contract. To date, services have included the performance of HBMS, preparation of HBM abatement specifications, and HBM abatement oversight and monitoring (including clearance sampling and closeout reporting) for a variety of City-owned structures such as a former church/homeless center and various municipal buildings.

Port of Oakland, On-Call/As-Needed Hazardous Materials Consulting Services Contract, Alameda, California: Ninyo & Moore was retained to provide on-call/as-needed hazardous materials/environmental consulting services to the Port of Oakland. Mr. Larkin serves as Ninyo & Moore's project manager for the current project activities which are related to on-going renovation/seismic upgrades occurring at Terminal 1 of the Oakland International Airport. Services include as-needed bulk suspect asbestos and lead-containing materials sampling and reporting, on-site client meetings/interaction, abatement oversight and perimeter/clearance air sampling and reporting.

Housing Authority of the City of Alameda, North Housing HBMS, Alameda, California: Principal Environmental Scientist/Project Manager for HBMS at 17 buildings located on Mayport Circle, Kollman Circle and Mosley Avenue in the North Housing Area of Alameda, California scheduled for heavy renovation and/or demolition. The HBMS included collection and analysis of hundreds of suspect asbestos-containing and suspect lead-containing materials, and quantifications of manufactured miscellaneous HBM (i.e. fluorescent light tubes, associated lighting ballasts, etc.). Bulk samples of suspect PCB material (caulking, sealants, etc.) were also collected and analyzed for PCB content. A large, final HBMS survey report was developed, as were abatement specifications for the identified hazardous materials.

Peter C. Connolly, PE, GE

Principal Engineer



EDUCATION

M.E., Civil Engineering, 1997, University of California, Berkeley

B.S., Civil Engineering, 1995, Rensselaer Polytechnic Institute, Troy, New York

REGISTRATIONS

PE 61547 (California)

GE 2707 (California)

Nuclear Gauge Operator Certification,
Radiation Safety Officer Certification

OSHA 40-Hour Health & Safety Training

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers

PROFESSIONAL REFERENCES

City of Fremont, 39550 Liberty Street,
Alameda, CA 94537

Ed Nakayama, 510.494.4700,
enakayama@fremont.gov

Mission Boulevard, 1/2022 to 7/2022:
Geotechnical evaluation for pavement
settlement.

City of Menlo Park, 701 Laurel Street,
Menlo Park, CA 94025

Chuck Andrews, 650.330.6600,
chandrews@menlopark.gov

City of Menlo Park On-Call Peer Review,
7/2022 to 7/2027: On-Call geotechnical
plan review services for various projects.

City of Alameda, 920 Willow Street,
Alameda, CA 94501

Jack Dybas, 510.747.7900, jdybas@
alamedaca.gov

New Aquatic Center, 10/2023 to 4/2024:
Geotechnical services for a new aquatic
center.

As Principal Engineer for Ninyo & Moore, Mr. Connolly manages and conducts geotechnical evaluations for commercial and public facilities, including highways, railroads, pipelines, and bridges. He routinely performs slope stability analyses, flexible and rigid pavement and underground pipeline design, prepares and reviews geotechnical reports, develops geotechnical design parameters, and provides recommendations for shallow and deep foundations, retaining structures, in-situ ground remediation, and earthwork. In a Project Management role, he performs project administration and management, provides supervision of and technical support to staff-level engineers and geologists, and reviews laboratory results, project plans, and specifications.

REPRESENTATIVE EXPERIENCE

City of Richmond, Boorman Park Renovation, Richmond, California: Project Manager/Principal Engineer during the geotechnical evaluation for the project which consisted of regrading the park to remove or flatten the existing beams, trail reconfiguration, relocation of the basketball court and play areas, and construction of a new artificial-turf athletic field, new restrooms, skate spot, parking lots, and a community gathering area with a shade pavilion.

Richmond and Oakland Intermodal and Auto Facilities, Oakland and Richmond, California: Principal Engineer during a limited geotechnical evaluation for the BNSF Oakland Intermodal Facility at 333 Maritime Street in Oakland, California and the BNSF Richmond Auto Facility at 980 Hensley Street in Richmond, California. Services included background review; a site reconnaissance to observe the general site conditions and visually evaluate the pavement condition; subsurface exploration consisting of coring the asphalt pavement in eight locations and hand-excavating below the asphalt at the core locations to evaluate subsurface conditions on the site and to collect samples for laboratory testing; geotechnical laboratory testing; data compilation and engineering analysis; and preparation of a report presenting the findings and conclusions from our evaluation, and our recommendations for repair or replacement of the asphalt pavement.

Rolling Hills Memorial Park, Slope Stabilization, Richmond, California: Principal Engineer during geotechnical engineering services for landslide repair at the Rolling Hills Memorial Park in Richmond, California. The project consists of two landslides at the memorial park, both of which occurred within loose fill that was placed into a drainage area. The first phase included a phased approach to address slope stabilization at Rolling Hills Memorial Park including a site visit, a peer review of the previous geotechnical evaluation, and presentation of our findings and recommendations in a letter report. The second phase involved additional drilling primarily to determine the depth to bedrock and water table elevations in the area of proposed buttress keyway construction. These services included drilling of 3 borings with depths ranging from 26 to 28 feet in the footprint of planned buttress keyway; collection of soil samples from the fill materials, residual soils, colluvium, alluvium, and weathered bedrock in the buttress keyway construction areas; laboratory testing, additional slope stability analyses for both drained and undrained conditions within a critical cross-sections through the southwest slide area; preparation of a written report of investigation results, slope evaluations and design recommendations; review of plans and specifications after 95% design to confirm that they are in general conformance with our geotechnical recommendations; and collection of bulk samples of backfill material to be used in

Peter C. Connolly

Principal Engineer

slope reconstruction and perform compaction testing (ASTM D1557) on bulk samples to determine maximum dry density and optimum moisture content.

Helms Community Center, San Pablo, California: Principal Engineer during geotechnical observation, materials testing, and special inspection services for the construction for Helms Community Center. The 10,500 square-foot one story Community Center was comprised of a concrete slab-on-grade with continuous exterior footings, tie beams, and concrete columns. The structure is wood framed with posts, shear walls, floor/roof sheathing, roof truss/joists and wood trellises. Associated site improvements included a concrete sidewalk and asphalt concrete parking lot. Services included laboratory testing, observation of preparation, and field density testing of subgrade soils, aggregate base, and asphalt concrete. An as-graded report was prepared to document the observations made during earthwork operations and the results of compaction testing. Our materials testing and special inspection services included sampling and testing of concrete, non-shrink grout placement inspection, laboratory compression testing of concrete and grout samples, testing of high-strength bolts and expansion anchors, and preparation of a final affidavit.

Superior Self Storage Facility, Peer Review, Vallejo, California: Principal Engineer for a geotechnical peer review of an existing report for the proposed Superior Self Storage Facility construction project located at North of Callaghan Lane & Henry Street, in Vallejo, California. Our peer review was conducted to provide an opinion regarding whether the consultant had adequately addressed the geotechnical issues at the subject property. The scope of the project includes construction of two self-storage structures with surrounding driveways and parking areas, and retaining walls around the majority of the site.

City and County of San Francisco, As-Needed Geotechnical Services, San Francisco, California: Performed geotechnical investigations and evaluations of existing structure foundations, excavation support structures, and foundation systems for pedestrian overcrossings, bridges and viaducts, buildings, retaining walls and bulkheads, and underground structures during a contract to provide geotechnical consulting services to the City and County of San Francisco Department of Public Works on an as-needed basis for three years.

City of Oakland, On-Call Geotechnical Services, Oakland, California: Performed geotechnical investigations and evaluations of existing structure foundations, excavation support structures, and foundation systems for pedestrian overcrossings, bridges, buildings, retaining walls, and bulkheads during a contract to provide geotechnical consulting services to the City of Oakland on an as-needed basis for a period of two years.

City of Oakland, On-Call Geotechnical Consulting & Materials Testing Services, Oakland, California: Principal-In-Charge during several multi-year contracts (2013-2020) to provide on-call geotechnical services to the City of Oakland. Projects included as part of the contract were pavement failure analysis and pavement design, geotechnical studies for buildings and retaining walls, landslide evaluations, evaluation of groundwater issues, and geotechnical analysis for pipeline trenches. Our services have included review of aerial photographs and geologic maps, geologic and geotechnical site reconnaissance, subsurface investigations, engineering analysis, geotechnical laboratory testing, landslide monitoring, preparation of geotechnical reports, and construction observation and testing services.

City of Oakland, Chelton Drive Slope Evaluation, Oakland, California: Project Manager providing geotechnical consulting services to evaluate the stability of the slope between Chelton Drive and Girvin Drive in the Oakland Hills. Conducted a geotechnical reconnaissance of the site and supervised the geotechnical exploration consisting of borings, wireline rock coring, televiwer logging, laboratory testing, and installation of inclinometers and piezometers. Provided recommendations for measures to mitigate erosion on the slope caused by a water main rupture. Reviewed data collected from the instrumentation and the findings from the subsurface exploration to evaluate stability of the slope.

City of Fremont, On-Call Geotechnical Services Contract, Fremont, California: Ninyo & Moore is currently retained by the City of Fremont for this 3-year on-call Geotechnical Services contract beginning in 2018 with 2 one-year extensions through June, 2023. Mr. Connolly is a Principal Engineer/Project Manager on this contract, for which we perform geotechnical earthwork observation, laboratory testing, and relative compaction field testing services during earthwork operations. Field services include drill pier observation, concrete placement inspection, sampling and testing, compaction testing of native and imported material and permeability testing of permeable base rock material. Laboratory testing services include compression testing of concrete cylinders, conformance tests of permeable base material and proctor density tests of soil.

John R. Dye, P.E., G.E., Senior Principal Engineer, has over 33 years of experience in geotechnical engineering. His qualifications include extensive subsurface investigations, construction observation and management, analysis and design, cost estimating, and project management for public works, educational, residential, commercial, and industrial developments throughout Central and Northern California.

Mr. Dye has extensive design and analysis experience in the following areas: soft soil settlement, slope stability, and surcharge design analyses of compressible soil sites; liquefaction mitigation studies, construction dewatering, underground utility, lift station, bore & jack, and water tank investigations; roadway and fill slope construction, landslide repairs, hillside grading, and expansive soils. Included in his 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, and large diameter drilled shafts, helical anchors, industrial slabs-on-grade, retaining structures, construction shoring, asphalt and concrete pavements, asphalt concrete pavement reconstruction, and soil stabilization using geotextile fabric, geogrid, cement and lime.

Relevant Experience

- Pinole Square Shopping Center, Pinole
- Caliber Schools, San Pablo
- Walgreen's Block B, San Pablo
- Chain of Lakes A/B Slope Evaluation - Zone 7 Water Agency, Livermore
- Union City Hillside Study EIR, Union City
- Danville General Plan EIR, Danville
- Sunnyslope County Water District 58-Acre EIR, Hollister
- Sonoma Raceway Modifications EIR, Sonoma
- Berkeley Aquatic Park Feasibility Review, Berkeley
- Peralta Boulevard Preliminary Investigation, Fremont
- Newark Areas 3 and 4, Newark
- 830 S. Marina Way, Richmond
- Marina Cove Preliminary Investigation, Alameda
- Mission and Stevenson Residential Development, Fremont
- 1309 Madison Street Residential Development, Fremont
- Dumbarton Transit-Oriented Development Preliminary Investigation, Newark
- 4202 Stanley Boulevard Preliminary Investigation, Pleasanton
- Wallis Ranch Feasibility Review, Dublin

Education

Master of Science, Geotechnical Engineering, University of California at Berkeley

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

Professional Registrations

Registered Civil Engineer:
No. 52227, State of California

Registered Geotechnical Engineer:
No. 2582, State of California

Professional Organizations

ASCE - American Society of Civil Engineers

EBME - East Bay Municipal Engineer

APWA - American Public Works Association

SEAONC - Structural Engineers

Association of Northern California

SBEC - Southbay Engineers Club – President (07-08)

U.C. Berkeley Geotechnical Society

Continuing Education

Project Management (Advanced Management Institute), 1995

Stability and Performance of Slopes and Embankments II (ASCE), 1997

Communication/Conflict Resolution

(Advanced Management Institute), 1998

Evaluation and Mitigation of Seismic

Hazards (UC Berkeley), 2001

Soil Liquefaction During Earthquakes,

Earthquake Engineer Research Institute 2009

Chris J. Heiny has over 18 years of experience in environmental consulting services. He has performed environmental investigations for school districts, commercial and industrial sites, and residential developments throughout California and the United States. Mr. Heiny has experience in managing site assessments; designing, implementing, and evaluating soil, soil vapor, and groundwater investigations; groundwater modeling; remedial system design, installation, and operation; and coordinating with local regulatory agencies.

Mr. Heiny has other environmental experience, including groundwater statistical analysis, hazardous waste compliance, storm water compliance, air quality compliance and permitting, underground storage tank compliance, and landfill regulatory compliance and reporting.

Mr. Heiny is familiar with federal, state, and local environmental regulations, as well as working with public agencies. He is experienced with working with staff at the California Regional Water Quality Control Board, Department of Toxic Substances Control, California Air Resources Board, local air districts including the Bay Area Air Quality Management District, local water districts, and county health departments.

Relevant Experience

Phase I and II Environmental Site Assessments/Investigations

- Pinole Square Shopping Center, Pinole
- Pacific Charter School, San Pablo
- Caliber Beta Academy School, San Pablo
- 589 Pacifica Avenue Phase I ESA, Bay Point
- Giant Road Warehouse, Richmond
- Mason Circle Phase I ESA, Concord
- Del Monte Park Expansion, San Jose
- Lakewood Library and Learning Center, Sunnyvale
- Napa Valley Unified School District, Several Schools/Potential Schools, Napa and American Canyon, CA
- Proposed public park developments, San Jose, CA
- University building renovations/construction, Santa Clara, CA
- Proposed residential developments, various locations, Bay Area
- Soil and Groundwater Quality Evaluation, Norman Y. Mineta San Jose International Airport

Education

Master of Science, Geology
University of Tennessee, 2004

Bachelor of Science, Geology
University of Tennessee, 2001

Professional Registrations

Registered Professional Geologist
No. 8894
State of California

Continuing Education and Skills

MODFLOW Course, 2010

Environmental Visualization Software
Course, 2013

ArcGIS and GIS software mapping and
data evaluation, ongoing.

Statistical evaluation of environmental
analytical data, ongoing.

OSHA 1912.120 Refresher, 2023



AREAS OF EXPERTISE

- Transportation Planning
- Traffic Impact Studies
- Transportation Management Plans
- Traffic Operations
- Transit Priority
- Freeway & Arterial Management Studies
- Multimodal Studies

YEARS OF EXPERIENCE

34

REGISTRATIONS & CERTIFICATIONS

CA TR 2290 (Traffic)

PROFESSIONAL HISTORY

TJKM	2012-Present
URS	2004-2012
Bucher, Willis & Ratliff	2001-2003
TJKM	1996-2000
VK Patel	1990-1996

EDUCATION

M.S., Civil Engineering, San Jose State University, San Jose, CA
B.S., Civil Engineering, Saurashtra University, Rajkot, Gujarat, India

Mr. Amin has 34 years of both public and private sector experience in the areas of transportation planning, traffic impact studies, transportation management plans, construction scheduling, construction area signs, signing and striping, traffic signal coordination, traffic operations, transit priority, traffic signal systems, freeway and arterial management studies, and intelligent transportation systems planning, design and construction oversight. He specializes in macro and microscopic model development and application for analysis of impacts across all modes of transportation. His projects range from traffic studies for developments, specific plans, general plans, corridor studies, and area-wide studies to long-term planning studies. Studies also include multimodal operations, light-rail, bus rapid transit, pedestrian, bicyclists and traffic safety and operations.

Nayan Amin, TE

PRESIDENT

Project Role: Principal-In-Charge & QA/QC Manager

Project Experience

On-Call Traffic/Transportation Engineering Services

- On-Call Traffic/Transportation Engineering Services for the Cities of Concord, San Luis Obispo, Belmont, Brentwood, Fremont, Fresno, Millbrae, Oakley, Orinda, Palo Alto, Redwood City, San Bruno, San Carlos, Santa Clara, Seaside, South San Francisco, Tracy, Walnut Creek, & Town of Danville
- On-Call Traffic/Transportation Engineering Services for the Counties of San Luis Obispo, Fresno, Napa, San Mateo, San Joaquin, Santa Clara, & Yolo
- Technical Transportation Planning, Modeling & Air Quality Planning & Conformity Analysis On-Call Services, Madera County
- SNABM On-Call Land-Use, Transportation, & Socioeconomic Modeling & Forecasting Services, Solano & Napa Counties
- Caltrans Statewide Modeling On-Call

Traffic Impact Studies/EIRs

- Traffic Study for Hotel Development at 701 Third Street, San Francisco
- 2670 Geary Boulevard Transportation Impact Study, San Francisco

- Traffic Impact Study for Proposed Mixed-Use Development at 900-954 North First Street, San Jose
- Peer Review of Safeway Fuel Center Traffic Impact Analysis, Pleasant Hill
- 1800 San Pablo Avenue Traffic Impact Analysis Update, Oakland
- Second & Walpert Residential Traffic Impact Study, Hayward
- Residential Development at Maybell Avenue Traffic Impact Study, Palo Alto
- Sandia National Laboratories/CA Traffic Safety Study, Livermore
- Tri-Valley Learning Center Charter School Traffic Impact Study & Operations, Livermore
- Rancho Murieta Community Residential Development, Sacramento County
- High Level Analysis, Prop Campus Development, Mountain View
- North Capitol & Hostetter Road Traffic Impact Analysis, San Jose
- Traffic Impact Analysis for 2876 El Portal Drive, San Pablo
- Traffic Impact Analysis for 3345 North Texas Street, Fairfield
- Butcher's Corner Apartments EIR & Traffic Impact Analysis, Sunnyvale
- Supermicro Traffic Impact Study, San Jose

Local Road Safety Plan

- LRSP, Cities of Pinole, Folsom, Culver City, Dinuba, Danville, Glendale, Yorba Linda, Pittsburg



AREAS OF EXPERTISE

- Transportation Planning
- Construction Management
- Corridor Studies
- Complete Streets
- Traffic Signal Systems
- Traffic Operations

YEARS OF EXPERIENCE

11

PROFESSIONAL HISTORY

TJKM	2013-Present
Larsen & Toubro Ltd.	2011-2012
Simplex Infrastructure	

EDUCATION

M.S., Civil Engineering, University of Akron, Akron, OH
 B.S., Civil Engineering, Pune University, Pune, Maharashtra, India

Mr. Paparaju has 11 years of professional experience in the areas of traffic operations, signal coordination, traffic impact studies, simulation modeling, bridge design, and construction oversight. He has completed a variety of engineering tasks for many express lane projects, corridor system management plan, highway corridor operation analysis, signal timing, and transportation management plans. He is very familiar with Caltrans project study phases: Preliminary Planning Study; Project Study Report; Project Study-Project Development Support; Project Approval/Environmental Documentation; and Plans, Specifications, and Estimates (PS&Es). He has extensive experience using various transportation engineering software packages, including Synchro, FreQ, VISSIM, TransModeler, HCS, Traffix, Vistro, and Sidra.

Sandeep Paparaju

SENIOR PROJECT MANAGER

Project Role: TJKM Project Manager

Project Experience

On-Call Traffic/Transportation Planning & Engineering

- On-Call Professional Traffic Engineering/Transportation Planning Services, Concord
- On-Call Transportation Engineering, Transportation Planning & Transportation Operations Services, Oakley
- On-Call Traffic Engineering Services, Tracy
- As-Needed Traffic & Transportation Engineering Services, Millbrae
- On-Call Traffic Engineering Services, San Bruno

Transportation Planning

- Traffic Impact Study for the Proposed Capital Toyota Dealership Expansion, San Jose
- Menlo Park General Plan Update, Menlo Park
- Truck Restriction Plan Development, South San Francisco
- AIM Parking & Traffic Circulation Study, Marin County

Traffic Impact Studies

- 16601 Almaden Expressway Daycare Center Traffic Impact Study, San Jose
- CarMax Transportation Impact Studies, San Jose
- Mosque Traffic Impact Study, Hayward
- North Capitol Avenue & Hostetter Road Traffic Impact Study, San Jose
- Mountain House Parkway at Interstate 205 Project Study Report, San Joaquin County
- Interstate 580/Mountain House Parkway Project Study Report, San Joaquin County
- Tech Corner Traffic Impact Study, Mountain View
- Rancho Murieta Community Residential Development Traffic Impact Study, Sacramento County
- 2747 & 3045 Park Boulevard Traffic Impact Study, Palo Alto
- 3345 North Texas Street Traffic Impact Analysis, Fairfield



Ms. Samaleti has 17 years of experience in the area of transportation/traffic engineering. She has completed a variety of engineering tasks for signal coordination projects, signal timing, congestion management programs, corridor studies, and multi-modal transportation analysis projects. She has also worked on traffic impact study (TIS) projects, Comprehensive Traffic and Transportation studies, and Feasibility studies in India. She has experience with a variety of software packages, including Synchro 10, SimTraffic 10, Traffix, Vistro, HCS and VISSIM.

Praveena Samaleti

SENIOR PROJECT MANAGER

Project Role: Traffic Analysis Task Lead

AREAS OF EXPERTISE

- Signal Coordination
- Corridor Studies/Complete Streets
- Signal Timing
- Traffic Studies
- Congestion Management Programs
- Multimodal Transportation Analysis
- Transportation Planning
- Intelligent Transportation Systems
- Data Collection
- Level of Service Analysis
- Vehicle Mile Traveled Analysis

YEARS OF EXPERIENCE

17

PROFESSIONAL HISTORY

TJKM	2023-Present
AECOM	2022-2023
TJKM	2015-2022
SLS TTIC Pvt.. Ltd., India	2006-2013

EDUCATION

Master of Technology (Specialization in Transportation Engineering),
Jawaharlal Nehru University,
Hyderabad, India
B.E., Civil Engineering, Vasavi College
of Engineering, Hyderabad, India

Project Experience

On-Call Traffic/Transportation Engineering Services

- City of Eureka
- City of Beverly Hills
- City of Palo Alto
- City of Oakley

Traffic Studies

- I-580 Transit & Multimodal Strategy, Alameda County
- Calaveras Boulevard Near-Term Improvements, Santa Clara County
- Traffic Impact Analysis for proposed gas station at 3568 Arch Road, Stockton
- Local Transportation Analysis for Medical Office Building at 200 N Bascom Avenue, San Jose
- Local Transportation Analysis for Evergreen Valley College Entry Study, San Jose
- Traffic Management Plan for Todd Road Realignment, Sonoma County
- Traffic & Parking Study for Proposed Hotel Development at 39888 Balentine Drive, Newark
- Traffic Impact Study for Proposed Retail Center Development along Cypress Avenue, Oakley
- Hope Street Traffic Impact Study, Mountain View
- Traffic Impact Study for Proposed Development at 701 W Evelyn Avenue, Mountain View
- Traffic Impact Study for Proposed Development at 676 West Dana Street, Mountain View

- Silver Gate Residential Development, Brentwood
- New Life Community Church Development, American Canyon
- Traffic Study at 29700 Ahern Road, San Joaquin County
- LMK Petro Development at 1625 Buchanan Road, Pittsburg
- Avila Ranch Winery, Livermore
- Proposed Truck Parking at 3372 West 11th Street, Tracy
- Industrial Development on 2756 Alvarado Street, San Leandro
- Elementary School Development at East Belle Terrace, Bakersfield
- Burlingame Park Square Mixed Use Development, Burlingame
- 375 West El Pintado Road Residential Development, Danville
- Dublin - Pleasanton BART Station Parking Garage Expansion, Dublin
- Fremont Tech Business Center, Fremont
- Springhill Suites Hotel on Mission Boulevard, Hayward
- Hospitality Center Development at 203 East Vallecitos Road, Livermore
- Senior Care Center Development at 3322 East Avenue, Livermore
- Car Max Traffic Study, Pleasant Hill
- 1629 Main Street Office and Residential Building Development, Redwood City
- Rancho Murieta Community Residential Development, Sacramento County
- Proposed Mobile Home Park Development at 12523 S. McCall Avenue, Fresno County
- Proposed Chevron Gas Station at 7300 Southfront Road, Livermore



Foster City • Orange • Sacramento • Pleasanton • San Jose • Newman • Fresno • Paso Robles



PROJECT CONTACT

Lorraine Weiss | Principal Planner

CSG Consultants
550 Pilgrim Drive
Foster City, California, 94404



Tel: 415.987.3057
Fax: 650.522.2599

Email: lorrainew@csgengr.com
Website: www.csgengr.com



**PROPOSED RESPONSE TO RFP FOR ON-
CALL ENVIRONMENTAL PLANNING
SERVICES**

May 6, 2024



May 6, 2024



Lilly Whalen, Community Development Director
City of Pinole
2131 Pear Street
Pinole, CA 94564

RE: Response to RFP for On-Call Planning Services

Dear Lilly,

Good City Company (Good City), is pleased to submit this proposal to provide Consultant Services for the City of Pinole's Request for Proposal On-Call & Environmental Planning Services.

Headquartered in Redwood City, Good City's technical expertise in current planning, zoning code updates, objective design and development standards development, urban design peer review, and economic development strategy and implementation is built upon decades of close collaboration with our local jurisdiction clients across the greater Bay Area. Additionally, as creators and users of zoning codes, development standards, and economic development strategies, Good City is well qualified to communicate these requirements or plans to external stakeholders providing a bridge between them and City staff. We are confident in our ability to deliver high-quality work that meets the unique needs of the City of Pinole throughout the engagement.

We acknowledge the acceptance of the terms and conditions outlined in the Consulting Services Agreement (Attachment A) and confirm that our proposal is valid for ninety (90) days from the date of submission.

Lisa Costa Sanders will serve as project manager and primary point of contact for this proposal. We look forward to the opportunity to work with the City of Pinole and discuss our services and qualifications with you. Please contact me if you have any questions or need additional information. I can be reached at (650) 333-0248 or lcostasanders@goodcityco.com.

Sincerely,

Lisa Costa Sanders, Principal and Co-Owner
Good City Company





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B. FIRM OVERVIEW AND TEAM INTRODUCTION

Firm Overview

Good City Company

601 Allerton Street, Suite 110, Redwood City, CA 94063

www.goodcityco.com

Good City Company is a local government and land use consulting firm headquartered in Redwood City, California. Initially founded in 1972 as Neal Martin & Associates, the company was re-established in 2019 as Good City Company (Good City) and has been in operation for 52 years. With 21 employees, the company is a California Corporation owned and operated by Lisa Costa Sanders and Aaron Aknin, AICP. Good City has a long track record of serving public sector clients. Our San Francisco Peninsula based history uniquely positions the company to provide technical services tailored to the local area. Our collective experience includes:

- » Policy Planning: Creation and process facilitation of policy planning initiatives such as General Plans, Specific Plans, Master Plans, Downtown/ Transit Corridor Plans, and Zoning Codes.
- » Economic Development: Develop economic development strategies and economic development program implementation.
- » Community Engagement: Design, execute and facilitate inclusive and meaningful community engagement in lower-income areas and experience reaching hard-to-reach populations.
- » Policy Implementation: Implementation and tracking of Long- Range Planning documents, such as General Plans, Housing Elements, Downtown Plan, and Specific Plans.



- » Housing Plans: In addition to general policy planning work, Good City assists in developing strategies and policies to produce more housing for all income levels.
- » Local Jurisdiction Experience: Aaron Akin, Carol Johnson, and Dara Sanders have served as Planning Directors in multiple jurisdictions locally and throughout the United States. We are users and interpreters of zoning ordinances and have experience in writing zoning code updates. We understand the value of zoning codes tailored to the specific needs of a city and its users.





C. ORGANIZATION & STAFFING

The Good City Team

The team will be supported by Principal, Senior, Associate and Assistant Planners, and other Good City members. Full resumes for key team members, including their education, experience, and expertise are included in Section H. Resumes for the entire team are found under Exhibit A.

LISA COSTA SANDERS

Principal, Owner

AARON AKNIN, AICP

Principal, Owner

KELLY BEGGS

*Principal Planner/
Planning Manager*

JAMIE BOURNE

Assistant Planner

PAUL CHYTILA-HINZE

Assistant Planner

SANDY COUNCIL

Housing Services Consultant

**CHRISTOPHER
DACUMOS****BRANDON DE LUCAS**

Senior Planner

JACOB GARCIA

Senior Planner

VERA GIL

Housing Specialist

NICHOLAS HAMILTON

Public Policy Lead

CAROL JOHNSON, AICP

Planning Director

NOA KORNBLUH

*Economic Development
Associate*

RON LA FRANCE

Chief Building Official

SABINA MORA

*Senior Economic Development
Planner*

ARIANNA O'CONNELL

Associate Planner

MONIQUE**ORZECZOWSKI**

Office Manager

LESLIE PARKS

*Economic Development
Director*

DARA PHUNG

*Marketing Specialist/
Graphic Designer*

RALPH ROBINSON

Associate Planner



Senior Planner

STEPHANIE DAVIS, AICP

Principal Planner

ROBERT MCDONALD

*Project Manager: Land Use
Entitlements*

MARK SULLIVAN, AICP

Housing Specialist



D. DESCRIPTION & APPROACH

Good City Company (Good City) understands that the City of Pinole (City) has seen a significant increase in development over the last five years, including housing developments ranging in size from 29 to 223 units, and a large industrial building and that the City plans to update its General Plan, Health and Environmental Justice Element, and Safety Element and will be implementing its Housing Element. Given what's on the horizon, the City requests additional professional and technical services and for these consultants to act as an extension of City staff. Good City proposes to provide on-call planning services.

Work Plan and Approach

Good City has extensive experience in successfully guiding policy and development projects in Northern California. In partnership with local jurisdictions, Good City provides professional direction to ensure projects are completed successfully in a streamlined fashion with careful attention to both local and State requirements.

Good City can provide both in-house and remote staff to review all scales of development and augment staff capacity. If selected to serve as an on-call consultant, Good City will host a kick-off meeting with staff to assess the City's needs and select services. On-call services offered include:

- » Provide front-counter staffing to respond to public inquiries promptly and accurately
- » Provide experienced planning staff (in-person or remote) to process a range of planning applications, including Residential Annexations, Architectural Review of New Single-Family Homes and Additions, Subdivisions, Lot Line Adjustments and Map Modifications, Architectural Design Review, Site Development Permits, Conditional Use Permits, Zoning Clearances, Coastal Development Permits, Tree Removal Applications, Exceptions, Appeals, Sign Permit Applications, and Annual Water Efficient Landscape Ordinance Reporting
- » Planning application review includes:



- » Evaluation of applications for compliance with the City's Zoning Code, General Plan, and applicable Specific Plans, Design Guidelines, and State law
- » Coordination of interdepartmental review, routing plans for comments, holding interdepartmental meetings with relevant City departments and staff, and returning comments to applicants in accordance with the Permit Streamlining Act
- » Preparation of completeness letters and correspondence with applicants to communicate City objectives, requests, and standards
- » Preparation of staff reports and presentation of projects to decision-makers at public meetings and hearings

Major Projects and Policy Planning

Good City also offers major development and policy planning project management services. In addition to the planning application review described above, Good City manages projects through clear and frequent communication to ensure high-quality, on-schedule work through the following tasks:

- » Check-in Meetings. Organize and facilitate bi-weekly check-in meetings to ensure clear communication among the City, Good City, City consultants, and applicants or other stakeholders, share progress, and address issues promptly.
- » Task-tracking. Create and maintain a task-tracking document to allow collaboration with City and consultant staff.
- » Project Timeline and Milestones. Develop a detailed project timeline with key milestones for the overall process and incorporate the Consultant schedule and tasks into the overall timeline. Good City will also work with staff to identify competing priorities (other large development projects or policy initiatives, etc.) occurring during the same period to determine a realistic project timeline.
- » Consultant Management. Coordinate with the City's other consultants and City staff on tasks and project status; collect data; review draft reports and deliverables; assist with outreach or required noticing; and ensure deliverables are accurate and aligned with the City's objectives.
- » Budget Management. Create an invoice tracking spreadsheet to track budget and assess billings from all consultants as they relate to task completion.
- » CEQA Review. Manage the project's compliance with the California Environmental Quality Act (CEQA), including:



- Engaging and selecting CEQA consultants to identify the appropriate level of environmental review via an RFP process or the city's on-call environmental bench
- Coordinating data needs among the CEQA consultant, Applicant, and interdepartmental staff
- Reviewing CEQA documents, including Initial Studies, Mitigated Negative Declarations, and Environmental Impact Reports, and coordinating City staff review
- Facilitating project alternatives development





E. SCHEDULE OF WORK

Not applicable. The RFP notes this section is required for Environmental Planning Services only.





F. SUBCONSULTANTS

Good City Company does not propose any subconsultants for this work.





G.COST PROPOSAL

Good City prides itself on being a cost-effective solution for public sector agencies. Staff retains detailed timesheets and works efficiently to ensure the client is getting the best value for the services.

TITLE	HOURLY RATE
» Principal/Partner	\$260
» Planning Director	\$230
» Principal Planner/Planning Manager	\$195
» Economic Development Director	\$230
» Public Policy Manager	\$225
» Chief Building Official	\$170
» Senior Planner/Project Manager	\$170
» Senior Economic Development Planner	\$170
» Housing Services Consultant	\$170
» Public Policy Lead	\$170
» Associate Planner	\$140
» Economic Development Associate	\$140
» Assistant Planner	\$130
» Planning Technician	\$100
» Marketing Specialist/Graphic Designer	\$100
» Administrative Specialist	\$90

Subconsultant Contracts Direct Billing + 10% oversight fee. Reproduction Costs Direct Billing. Rates subject to adjustment January 1st of each year (typically 3-7% increase). Mileage is reimbursed at the IRS rate. Travel within 30 miles of Redwood City offices will not be billed. Beyond 30 miles from the Redwood City Office, travel will be billed on an hourly basis at 50% of the above listed rates.



Cost Control and Budgeting

Good City will collaborate closely with City staff to clearly define the scope and objectives of each project or task order and estimating costs. We will monitor costs through regular tracking of expenses against the approved task order budget and provide monthly reports to staff summarizing financial status and progress. For any scope changes, we will discuss changes with City staff and will not work on any expansions in scope until we receive approval from staff. Regular meetings with City staff will ensure open communication and transparent cost management throughout the project.

Additionally, given our experience working in other jurisdictions, we will be able to identify delays from applicants and discuss with City staff on how changes to schedules and budgets could be impacted by competing City priorities.





H. RESUME, RELEVANT PROJECTS / SERVICES WITH REFERENCES

Good City has assembled the following team for the City of Pinole. Key team members and roles are identified below.

1. Lisa Costa Sanders, Principal-in-Charge
2. Aaron Aknin, Strategic Advisor
3. Christopher Dacumos, Senior Planner
4. Ralph Robinson, Associate Planner
5. Paul Chytla Hinze, Assistant Planner

Resumes, including key experiences for Lisa, Aaron, Chris, Ralph, and Paul are found below. Additional resumes for the entire Good City team are found under Exhibit A.

Key Team Member Resumes



LISA COSTA SANDERS

Principal, Owner Good City Company

PROFESSIONAL EXPERIENCE

Ms. Costa Sanders has been with the firm since 1992. Her experience and specialties include interdepartmental project management, current, and long-range planning, and economic development and housing program implementation. She also has extensive experience in design review, California Environmental Quality Act (CEQA), Subdivision Map Act, and worked on permit streamlining and permit tracking systems. Ms. Costa Sanders

EDUCATION

B.S., City and Regional Planning, California Polytechnic State



University San Luis
Obispo

MEMBERSHIPS

American Planning
Association

manages staff, processes large complex development projects, and manages long-range planning initiatives.

Serving as Principal Planner for the City of San Carlos, Ms. Costa Sanders provides staff assistance for larger complex planning and economic development projects. She was the Project Planner for the Wheeler Plaza Development, Landmark Hotel Development and recently completed the processing of several key development Research and Development projects including assisting with community benefit negotiation. She also assisted with property acquisition for economic development, managed city-owned properties, and managed the City's affordable housing programs. Lisa also assists with General Plan and Zoning Code updates and amendments and serves as strategic advisor for Specific Plan preparation.

Lisa also served as the Acting Assistant City Manager for the City of San Carlos. In that capacity, she prepared the Mayor's State of the City presentation, managed the City's annual Strategic Plan update, reviewed all City Council staff reports and attended several regional meetings on behalf of the City Manager's office.

Lisa currently assists the City of San Bruno as Project Manager for the Tanforan development project, consisting of 2 million square feet of life science office/lab space, over 1,000 housing units, and new retail space. Previously as the Acting Planning Manager for the City of San Bruno, she was the project planner for the Tanforan Remodel Project, Crossing 350-unit housing development, Pacific Bay Vistas, 308-unit multi-family development, Merimont 70 new home development, Skycrest 24 new home development, and Cedar Mills 14 new home development. She also assisted the Public Services Director with preparing reports to the City Council, managing sustainability projects, managing grant programs, and served as the Assistant Project Manager for the San Bruno Grade Separation project.

Lisa assisted the City of South San Francisco with its comprehensive General Plan update, preparation of the Environmental Impact Report, and Zoning Code Update. She also served as Project Manager for the Lindenville Specific Plan and managed the Mayor's Commission on Race and Social Equity.



As Contract Principal Planner for the City of Redwood City, Lisa managed larger complex development applications including the Harbor View Place, Rocketship Charter School, multi-family development at 150 El Camino Real, mixed-use development at 557 E. Bayshore and 610 Walnut Street, Sandpiper School expansion and the City's new water tank project.



Aaron Aknin

Principal, Owner Good City Company

PROFESSIONAL EXPERIENCE

Aaron is a Partner at Good City, where he helps lead the day-to-day operations and client relations for the company. Since joining Good City, he has served as Principal for projects and policy documents in numerous local government agencies. Aaron has more than two decades of Bay Area municipal experience, including serving in an executive capacity in several cities. Aaron has frequently spoken at regional events, as well as served on panels at national conferences on topics related to development, downtown planning, transportation, parking, affordable housing, and related issues.

Aaron most recent municipal position was with the City of Redwood City, where he served as the Assistant City Manager and Community Development Director. In this capacity, he oversaw a 70+ member department, which included the Planning, Housing, Engineering, Transportation, Front Counter Services, and Code Enforcement divisions. As the Assistant City Manager, he led key Citywide initiatives, Economic Development and also served as Interim City Manager. Aaron was in Redwood City during a time of unprecedented growth and community involvement (2014-2019). During his half-decade with the City, the City reviewed and processed over 4,000 new housing units, as well as several million square feet of office space. In addition, Aaron oversaw the implementation and amendments to the Redwood City Downtown Precise Plan. Aaron helped shape a first of its kind community benefits program ("Partnership Redwood City"), adoption of several key affordable housing initiatives including an inclusionary housing ordinance, an Airbnb affordable housing tax and renter protections, and the adoption the Citywide Transportation Plan.

EDUCATION

B.A., Urban Studies, San Francisco State University

M.A., Public Policy, Cal State Northridge

MEMBERSHIPS

American Institute of Certified Planners

American Planning Association

International City/County Manager Association



Prior to coming to Redwood City, Aaron was with the City of Palo Alto in 2012-2014. He served as both the Assistant and Interim Director of Planning and Community Environment Department. In this capacity, he led the Planning and Transportation Divisions within the City. Key projects included the formation of the first Downtown Residential Permit Program (RPP), leading the downtown development cap process, providing direction related to the Comprehensive Plan (General Plan), being the Planning Commission liaison, and overseeing several Stanford related developments. During his time in Palo Alto, Aaron focused much of his efforts on transparency by increasing the amount of available (and understandable) public information and building a connection within the community.

Aaron “grew up” as a local government professional in the City of San Bruno. He began his career in San Bruno in 2002 as an Assistant Planner, and left in 2012, after spending the last 5 years as the Community Development Director. As Community Development Director, he was in charge of the Planning, Building, and the Code Enforcement divisions, and staffed the Planning Commission.

During his time in San Bruno, the Shops at Tanforan mall was renovated for the first time in generations, and over 1,500 residential units were constructed citywide. This included over 1,000 units at “The Crossing” (former Navy Base) which included 315 affordable units. During Aaron’s tenure as Director, the first General Plan in 25 years was adopted, and the draft Transit Corridor Plan was released. Most importantly, Aaron served as the Plan Section Chief during the PG&E Pipeline Explosion and worked closely with property owners during the immediate aftermath and in the months and years following the disaster.

PROJECT EXPERIENCE HIGHLIGHTS

- » Caltrain at Diridon, Project Manager/City Liaison, Caltrain
- » Harbor Industrial Area Specific Plan, Principal-in-Charge, Belmont
- » Scotts Valley Town Center Specific Plan, Principal-in-Charge, Scotts Valley
- » North Fair Oaks Community Plan, Principal-in-Charge, County of San Mateo



- » Redwood City Precise Plan Implementation, Lead, Redwood City*

*Work completed at a previous place of employment



Christopher Dacumos

Senior Planner

PROFESSIONAL EXPERIENCE

Chris Dacumos has 15 years of experience working for federal, county, special district, and city agencies. His areas of focus are current- and long-range planning, budgeting, revenue generation, project management and grant management.

Chris provides senior planner services for the City of San Carlos and City of East Palo Alto, management analyst services for the Town of Portola Valley, project management for the City of San Leandro, and is assisting with the development of a Specific Plan for the City of Belmont. With the City of San Carlos, Chris reviewed and processed plans for single family homes, planned development amendment requests, a master plan, life science projects and a hotel. In the City of East Palo Alto, Chris is working closely with staff and the City's Specific Plan consultant to review and oversee development projects and their environmental review, while the City simultaneously goes through a Specific Plan update process to revise development standards.

Chris's past experience includes working as a Congressional Aide and as an analyst or planner for the San Mateo County Transit District, Peninsula Corridor Joint Powers Board (Caltrain), Transportation Authority, Town of Hillsborough, and City of Redwood City. Chris was born in Vallejo, California and, while at Princeton University, was a Public Policy Fellow and was nominated by the United States Department of State for a Fulbright Scholarship.

PROJECT EXPERIENCE HIGHLIGHTS

- » 330,000 sf, six-story life science project
- » 188-room hotel development
- » 70-unit school district workforce housing development
- » 1.2 million square feet (sf) of office project
- » Mixed-use development consisting of 800,000 of office, life-science, research development, and 95 units of housing

EDUCATION

B.A., Social Welfare,
Public Policy Minor, UC
Berkeley

M.P.A., Domestic Policy,
Urban Policy &
Planning, Princeton
University



- » 52-acre development including open space, parks, office, research and development, and housing



Ralph Robinson

Associate Planner

PROFESSIONAL EXPERIENCE

Ralph Robinson joined Good City in 2021. As Associate Planner, he works extensively with local communities on conformance with state requirements related to their Housing Elements, Senate Bill 9 regarding residential developments, Accessory Dwelling Units, and other associated issues. Additionally, he manages public meetings, reviews development applications, and serves as a valuable resource and first point of contact for the public. He has experience in San Mateo, San Carlos, Burlingame, Alameda, Portola Valley and Atherton.

While earning his master's in urban planning at San Jose State University, he worked with two professors through the Mineta Transportation Institute to publish original research on local solutions for transportation financing and issues of walkability and sustainability in the Bay Area. He also worked with CommUniverCity managing the creation of a robust assessment of a historically underserved Eastside San José community.

For his efforts as a student, he was recognized with an APA (American Planning Association) Outstanding Planning Student Award and his project was recognized with both a 2020 San Francisco Bay Area Planning and Urban Research Association (SPUR) Impact Award and an Award of Excellence by the APA California Chapter Northern Section. Prior to his master's program, Ralph was Vice President of Research, Strategy & Content with ZEITGUIDE, a coaching and consultation firm targeted to chief-level executives. He has also worked as a classroom teacher, tutor and in volunteer capacities with young students.

Ralph is a Massachusetts native whose principal focus is rethinking land use policies to make our communities livable for everyone, and capable of providing the economic, educational, mental, physical, and social benefits we all require.

EDUCATION

B.A., Geography,
University of Richmond

Advanced Certificate in
Transportation & Land
Use Planning, San Jose
State University

Master of Urban
Planning, San Jose
State University



PROJECT EXPERIENCE HIGHLIGHTS

- » SB 9 Zoning Code Amendments, Atherton, Alameda and San Carlos, CA
- » 1200-1340 Bayshore Highway, 12-acre Office + Life Science Redevelopment, Review and Entitlement Coordination, Burlingame, CA
- » Housing Element Update, Atherton, CA
- » Single- and Multi-Family Entitlements, Subdivisions, Annexations, Zoning Code and General Plan Amendments

**Paul Chytla-Hinze****Assistant Planner****EDUCATION**

B.S., City and Regional Planning, California Polytechnic University

PROFESSIONAL EXPERIENCE

Paul Chytla-Hinze is an Assistant Planner helping with current planning projects. Paul earned his Bachelor of Science degree in City and Regional Planning from California Polytechnic University where he focused on issues related to housing affordability and healthy communities.

Until joining Good City Company, Paul worked for the City of San Bruno focused on current planning where he took projects before the Architectural Review Committee (ARC) and Planning Commission, reviewed business license applications, conducted plan review for building permits, reviewed sign permits, and supported the development of objective design standards for San Bruno's transit corridors.

Paul's academic experience includes conducting research on regional innovation in Redwood City and the Peninsula to address the shortage of moderate-income housing; and using interactive community engagement techniques to develop a new health element of the general plan for Santa Fe Springs, California.

Paul is currently providing planning services to the City of Newark and the Town of Portola Valley as a contract planner.

PROJECT EXPERIENCE HIGHLIGHTS

Senior project on regional housing innovation and addressing moderate-income housing affordability

- » Community engagement for Santa Fe Springs Health Element



- » Research and drafting of objective design standards for San Bruno's transit corridors*

*Work completed at a previous place of employment



Relevant Projects / Services with References



FOUR CORNERS - 1675 BAY ROAD

Good City Company is the project manager for the City of East Palo Alto's review and entitlement of the Four Corners project, located at 1675 Bay Road. The project proposes two eight-story life-science buildings totaling 500,000 square feet, 180-units of mixed income housing, up-to 40,000 square feet of community space, two levels of subterranean parking, and four levels of aboveground parking on a 6.1-acre site.

Services provided include planning and zoning compliance review, coordinating interdepartmental and outside agency review, vetting project comments, managing environmental review subconsultants, and resolving issues with the project throughout the review process. What is unique and challenging is coordinating the entitlement and environmental review of the project with the City's Specific Plan Update and Supplemental Environmental Impact Report.

PROJECT DETAILS

Client: City of East Palo Alto

GCC Key Staff: Chris Dacumos

Duration: 2020 to present

Reference: Elena Lee, Planning Manager, City of East Palo Alto

elee@cityofepa.org

650-853-3148

Budget: \$165,000 (approx.)

Status: In Progress

Timeline: Q2 2025





SINGLE FAMILY RESIDENTIAL DEVELOPMENT REVIEW

Good City staff assists various jurisdictions in reviewing new single-family residential development including single-family home additions. Our staff is adept at facilitating the development review process including; interdepartmental review; reviewing applications for conformance with zoning regulations and general plan policies; providing design guidance; preparing letters of incompleteness; and preparing notices, staff reports, and presentations for discretionary review by Architectural Review Boards, Planning Commissions and City Councils.

Good City Company can also help your jurisdiction optimize and streamline the project review process for both City staff and applicants and ensure compliance with Local and State legislation.

PROJECT DETAILS

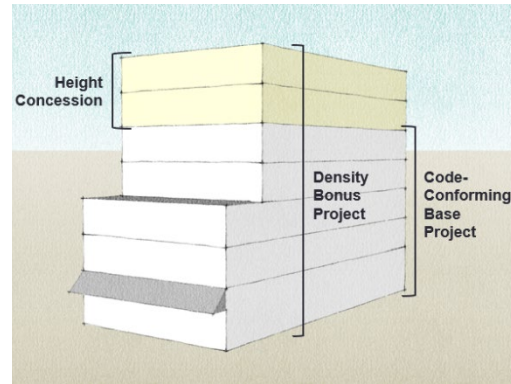
Clients: Newark, Pacifica, Pacific Grove, Portola Valley, San Carlos, San Bruno, San Mateo

GCC Key Staff: Ralph Robinson, Jamie Bourne, Jacob Garcia, Chris Dacumos, Eliza Bailey, Paul Chytla-Hinze, Kelly Beggs, Stephanie Davis, Dara Sanders, Arianna O'Connell

Reference:

Al Savay, Community Development Director, City of San Carlos
 asavay@cityofsancarlos.org
 650-802-4209





SAN BRUNO COMPREHENSIVE ZONING CODE UPDATE PROJECT

Good City Company led the preparation of multiple phases of a comprehensive Zoning Code Update for the City of San Bruno. The purpose of this update was to implement adopted long-range plans (the 2009 General Plan and 2013 Transit Corridors Plan) and to ensure Zoning Code consistency with State laws and current policy direction from City leadership.

The first phase of work included revising the Off-street Parking chapter for the first time in decades. Amendments were crafted to allow flexibility for changes of use in the Central Business District, simplify land use categories and parking requirements, allow reductions in required spaces for businesses with Transportation Demand Management Programs, and establish the City's first parking in-lieu fee to begin funding the City's long-term vision of a downtown parking garage.

The second phase of work established a new mixed-use zoning district to implement the 2013 Transit Corridors Plan. This phase rezoned 74 acres of the City to allow housing by-right and built upon and added specificity to permitted and conditionally permitted land uses, as well as development and design standards outlined in the Transit Corridors Plan. Phase two also included comprehensive revisions to the Accessory Dwelling Unit and Density Bonus chapters for State law consistency, amendments to the Affordable Housing chapter to strengthen on-site inclusionary requirements, and introduction of new administrative permit processing procedures.

PROJECT DETAILS

Client: City of San Bruno

GCC Key Staff: Kelly Beggs and Aaron Aknin

Reference: Darcy Smith, Assistant City Manager, City of San Bruno

(650) 616-7002
dsmith@sanbruno.ca.gov

Status: Completed

Budget: In-house contract planning services

Timeline: 2018-2021

Project Website:

Phase I:

<https://www.sanbruno.ca.gov/639/Phase-1-Complete>

Phase II:

<https://www.sanbruno.ca.gov/641/Phase-2-Complete>





I. REQUIRED STATEMENTS / DOCUMENTS

Disclosure of Conflict of Interest

Good City Company and its employees have no known actual, apparent, direct or indirect, or potential conflicts of interest relative to the services to be provided under the Agreement.

Fulfillment of indemnification and insurance requirements

The following are examples insurance and liability coverages held by Good City Company. The first is Good City's Workers Compensation and Employee's Liability Coverage, which is then followed by a separate certificate of insurance for Commercial General Liability, Auto Liability and Professional Liability.





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/19/2024

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 Gina Vallee 632 El Camino Real San Carlos CA 940703941		CONTACT NAME: Gina Vallee PHONE (A/C, No, Ext): 650-593-8425 FAX (A/C, No): E-MAIL ADDRESS: gina.vallee.g1qn@statefarm.com	
		INSURER(S) AFFORDING COVERAGE INSURER A: State Farm Fire and Casualty Company NAIC # 25143	
INSURED GOOD CITY COMPANY 601 ALLERTON ST STE 110 REDWOOD CITY CA 940631592		INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

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	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ Y ☐ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	97-MB-F361-8	02/28/2024	02/28/2025	☒ PER STATUTE ☐ OTH-ER \$ E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/3/2024

[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 James E. McGovern, Inc. 1625 El Camino Real Belmont, CA 94002 www.jemins.com		CONTACT NAME: MaryAnn Worman PHONE (A/C, No, Ext): 650-753-4152 FAX (A/C, No): 650-594-9130 E-MAIL ADDRESS: maryann@jemins.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Sentinel Insurance Company, Ltd. A+ XV	
		INSURER B: Hiscox Insurance Company Inc. A XV	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 78073981 **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	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:	☒		57 SBA RI0706	7/6/2023	7/6/2024	EACH OCCURRENCE \$2,000,000. DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000. MED EXP (Any one person) \$10,000. PERSONAL & ADV INJURY \$2,000,000. GENERAL AGGREGATE \$4,000,000. PRODUCTS - COMP/OP AGG \$4,000,000. Deductible \$500.
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	☒		57 SBA RI0706	7/6/2023	7/6/2024	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000. BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Deductible \$500.
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE OTH-ER
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Professional Liability			MPL1401718-24	1/5/2024	1/5/2025	Aggregate Limit: \$2,000,000. Each Claim: \$2,000,000.

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

RE: All Work performed under written contract
 The City of Palo Alto, its officers, officials, employees, agents, and volunteers are named as Additional Insured & Primary Non-contributory on the General & Auto Liability.
 *30 day written Notice of Cancellation, except for non-payment of premium which is 10 days.

CERTIFICATE HOLDER

City of Palo Alto
 Steven Guagliardo, Senior Management Analyst
 250 Hamilton Avenue
 Palo Alto CA 94303

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

Steve Suissa

Steve S. Suissa



Proprietary Information

Nothing contained in the submitted proposal is proprietary.

California Public Records Act

Good City Company understands that all documents submitted to the City in connection with the proposal are subject to the California Public Records Act and may be disclosed without prior notice.

Exceptions to the City of Pinole's Standard Contract

Good City does not propose any exceptions, alterations, or amendments to the Scope of Services or other requirements of the City of Pinole's RFP, including the Standard Contract.

Risk

Good City Company has no pending bankruptcies, liens, stop payment notices, judgments, lawsuits, arbitrations, mediations, foreclosures, and any similar actions filed or resolved in the past seven (7) years. Good City has not had a client terminate a contract for breach.





EXHIBIT A - STAFF RESUMES



OUR TEAM



EDUCATION

B.A., Urban Studies, San Francisco State University

M.A., Public Policy, Cal State Northridge

MEMBERSHIPS

American Institute of Certified Planners

American Planning Association

International City/ County Manager Association



AARON AKNIN, AICP

Principal, Owner Good City Company

PROFESSIONAL EXPERIENCE

Aaron Aknin, AICP, is a Principal and Co-Owner of Good City Company. He has nearly two decades of Bay Area municipal experience, including serving in an executive capacity for several different Peninsula cities. He is a member of the American Institute of Certified Planners (AICP) and the American Planning Association. Aaron has frequently spoken at regional events, as well as served on panels at national conferences on topics related to development, downtown planning, transportation, parking, affordable housing, and related issues.

Most recently, Aaron was the Assistant City Manager and Community Development Director with the City of Redwood City. In this capacity, he oversaw a 70+ member department, which included the Planning, Housing, Engineering, Transportation, Front Counter Services, and Code Enforcement divisions. As the Assistant City Manager, he led key Citywide initiatives and also served as Interim City Manager in 2015.

Aaron was in Redwood City during a time of unprecedented growth and community involvement (2014-2019). During his half-decade with the City, the City reviewed and processed over 4,000 new housing units, as well as several million square feet of office space. In addition, Aaron oversaw the implementation of the Redwood City Downtown Precise Plan, including several key amendments to the plan. Aaron helped shape a first of its kind community benefits program ("Partnership Redwood City"), adoption of several key affordable housing initiatives including an inclusionary housing ordinance, an Airbnb affordable housing tax and renter protections, and the adoption the Citywide Transportation Plan.

Aaron was also deeply involved in economic development issues and served on the Redwood City Community Improvement Association (RCIA) Board. Aaron continues to serve on the RCIA Board and was recently appointed to the Chamber of Commerce Board of Directors. Finally, one of Aaron's key focuses in Redwood City was improving the process, both for residents participating in policy making, as well as applicants, business owners and developers who chose to invest in the City.

Prior to coming to Redwood City, Aaron was with the City of Palo Alto in 2012-2014. He served as both the Assistant and Interim Director of Planning and Community Environment. In this capacity, he led the Planning and Transportation Divisions within the City. Key projects included the formation of the first Downtown Residential Permit Program (RPP), leading the downtown

development cap process, providing direction related to the Comprehensive Plan (General Plan), being the Planning Commission liaison, and overseeing several Stanford related developments.

Prior to coming to Redwood City, Aaron was with the City of Palo Alto in 2012-2014. He served as both the Assistant and Interim Director of Planning and Community Environment. In this capacity, he led the Planning and Transportation Divisions within the City. Key projects included the formation of the first Downtown Residential Permit Program (RPP), leading the downtown development cap process, providing direction related to the Comprehensive Plan (General Plan), being the Planning Commission liaison, and overseeing several Stanford related developments.

During his time in Palo Alto, Aaron focused much of his efforts on transparency by increasing the amount of available (and understandable) public information and building a connection within the community.

Aaron “grew up” as a local government professional within the City of San Bruno. He began his career in San Bruno in 2002 as an Assistant Planner, and left in 2012, after spending the last 5 years as the Community Development Director. As Community Development Director, he was in charge of the Planning, Building, and the Code Enforcement divisions in the City. He also staffed the Planning Commission and managed their agendas. During his time in San Bruno, the Shops at Tanforan mall was renovated for the first time in generations, and over 1,500 residential units were constructed citywide. This included over 1,000 units at “The Crossing” (former Navy Base) which included 315 affordable units. During Aaron’s tenure as Director, the first General Plan in 25 years was adopted, and the draft Transit Corridor Plan was released.

Most importantly, Aaron served as the Plan Section Chief during the PG&E Pipeline Explosion and worked closely with property owners during the immediate aftermath and in the months and years following the disaster.

Aaron grew up in the Peninsula, spent much of his adult life in San Francisco, and moved back to San Carlos in 2012. He lives there with his wife Cindy, and two kids.

PROJECT EXPERIENCE HIGHLIGHTS

- » Caltrain at Diridon, Project Manager/City Liaison, Caltrain
- » Harbor Industrial Area Specific Plan, Principal-in-Charge, Belmont
- » Scotts Valley Town Center Specific Plan, Principal-in-Charge, Scotts Valley
- » North Fair Oaks Community Plan, Principal-in-Charge, County of San Mateo
- » Redwood City Precise Plan Implementation, Lead, Redwood City*

*Work completed at a previous place of employment

OUR TEAM



EDUCATION

B.S., City and Regional
Planning, California
Polytechnic State University
San Luis Obispo

MEMBERSHIPS

American Planning
Association

LISA COSTA SANDERS

Principal, Owner Good City Company

PROFESSIONAL EXPERIENCE

Ms. Costa Sanders has been with the firm since 1992. Her experience and specialties include interdepartmental project management, current, and long-range planning, solid waste and recycling management, budget preparation, and economic development and housing program implementation. She also has extensive experience in design review, California Environmental Quality Act (CEQA), Subdivision Map Act and worked on permit streamlining and permit tracking systems. Ms. Costa Sanders manages staff and processes large complex development projects.

Serving as Principal Planner for the City of San Carlos, Ms. Costa Sanders provides staff assistance for larger complex Planning and Economic Development projects. She was the Project Planner for the Wheeler Plaza Development and Landmark Hotel Development. She also assisted with property acquisition for economic development, managed city-owned properties including lease negotiations and managed the City's affordable housing programs. Ms. Costa Sanders also assists with General Plan and Zoning Code updates and amendments.

Ms. Costa Sanders also served as the Acting Assistant City Manager for the City of San Carlos. In that capacity, she prepared the Mayor's State of the City presentation, managed the City's annual Strategic Plan update, reviewed all City Council staff reports and attended several regional meetings on behalf of the City Manager's office.

As Town Planner for the Town of Atherton, Ms. Costa Sanders manages all current and long-range planning and presents projects to the Planning Commission and City Council. Ms. Costa Sanders also prepares ordinance amendments, General Plan updates and amendments, works on annexations and subdivisions.

Ms. Costa Sanders is currently assisting the City of South San Francisco with its comprehensive General Plan update, preparation of the Environmental Impact Report and Zoning Code Update.

As Contract Principal Planner for the City of Redwood City, Ms. Costa Sanders managed larger complex development applications including the Harbor View Place development, Rocketship Charter School, multi-family development at 150 El Camino Real, mixed-use development at 557 E. Bayshore and 610 Walnut Street, Sandpiper School expansion and the City's new water tank project.



Previously as the Acting Planning Manager for the City of San Bruno, she was the project planner for the Tanforan Remodel Project, Crossing 350-unit housing development, Pacific Bay Vistas, 308 unit multi-family development, Merimont 70 new home development, Skycrest 24 new home development, and Cedar Mills 14 new home development. She also assisted the Public Services Director with preparing reports to the City Council, managing sustainability projects, managing grant programs and served as the Assistant Project Manager for the San Bruno Grade Separation project.

PROJECT EXPERIENCE HIGHLIGHTS

- » Tanforan Shopping Center Redevelopment Project Manager, San Bruno, CA
- » Lindenville Specific Plan Project Manager, South San Francisco, CA
- » San Carlos East Side Innovation District Plan Strategic Advisor, San Carlos, CA
- » Northeast Industrial Specific Plan Strategic Advisor, San Carlos, CA
- » Wheeler Plaza Lead Planner, San Carlos, CA
- » Alexandria Campus Development Lead Planner, San Carlos, CA
- » Concord Passages Shopping Mall Redevelopment Lead Planner, San Mateo, CA
- » Bay Meadows Specific Plan Project Manager, San Mateo, CA

OUR TEAM



EDUCATION

MUP, Urban Planning with
Certificate in Urban Design,
University of Washington
B.S., Geology, Washington
State University

MEMBERSHIPS

American Institute of
Certified Planners
American Planning
Association

CAROL JOHNSON, AICP

Planning Director

PROFESSIONAL EXPERIENCE

Carol Johnson is a dynamic and responsive urban planner, attuned to community needs, and adept at working with diverse groups in crafting policies, plans and implementation strategies to facilitate positive change. She has over 30 years of urban planning experience in both the public and private sectors, including serving as Planning Director for Multnomah County, Oregon; Santa Fe, New Mexico; Maricopa County, Arizona and Berkeley, California. She has also worked as a planner in various capacities for cities in the states of Arizona, California, Connecticut and Washington.

Carol worked for the City of Berkeley as Planning Manager and Planning Director from 2014 to 2017. During her tenure, she oversaw the review and approval of the first tall building in downtown Berkeley in almost 50 years. She also directed the development of the Adeline Corridor Specific Plan. At the City of Concord, she served as the Planning Manager and was responsible for the Concord Downtown Plan, including obtaining the assistance of a Technical Advisory Panel from the Urban Land Institute to test the economic feasibility of the plan recommendations. For the Concord Safe Routes to Transit Plan, she incorporated culturally specific workshops to engage the community most impacted by the lack of safe pedestrian infrastructure.

While in Phoenix, Carol launched the first general plan update to incorporate sustainability principles. She also managed the in-house effort that resulted in the Downtown Phoenix Urban Form Code, a unique hybrid code incorporating concepts from form-based codes within the legal context of existing land use entitlements. Earlier during her time in Phoenix, she served on the team responsible for a comprehensive update to the City's zoning ordinance, as well as numerous issue-specific amendments.

PROJECT EXPERIENCE HIGHLIGHTS

- » Belmont Harbor Industrial Area Specific Plan, Belmont, CA
- » Adeline Corridor Specific Plan, Berkeley, CA*
- » Concord Downtown Plan, Concord, CA*
- » Downtown Phoenix Urban Form Code, Phoenix, AZ*
- » Comprehensive Zoning Code Update, Phoenix, AZ*

* Work completed at a previous place of employment



EDUCATION

B.A., English, Davidson College, Cum Laude

Master of City and Regional Planning, Rutgers

KELLY BEGGS

Principal Planner

PROFESSIONAL EXPERIENCE

Kelly Beggs has more than 10 years of experience in land use planning, environmental planning, project management, GIS analysis, and public outreach/relations. Her experience in current planning includes reviewing projects ranging from single-family homes to large commercial and multi-family developments for cities throughout the Bay Area. She has also led the preparation of zoning text amendments to implement specific plans, regulate short-term rentals, modernize parking regulations, and align local ADU regulations and development standards with State law. She has a strong background in environmental planning and has contributed to and managed California Environmental Quality Act (CEQA) review for projects throughout California.

Kelly's recent experience includes managing major projects for the cities of Burlingame, Brisbane, East Palo Alto, and San Bruno. She is currently managing the entitlements review for two large life science projects and the annexation and redevelopment of the Guadalupe Quarry. She recently collaborated with OneShoreline to create the agency's first-ever Planning Policy Guidance, which provides model planning policies and zoning regulations to increase resilience to anticipated increases in flooding, sea level rise, and shallow groundwater rise due to climate change.

PROJECT EXPERIENCE HIGHLIGHTS

- » 1300 Old Bayshore Highway Life Science Project, Burlingame, CA
- » Guadalupe Quarry Warehouse Redevelopment Project, Brisbane, CA
- » Sierra Point Towers Life Science Development, Brisbane, CA
- » OneShoreline Planning Policy Guidance, San Mateo County Flood and Sea Level Rise Resiliency District, CA
- » Woodland Park Mixed-Use Project, East Palo Alto, CA
- » University Circle Phase II Office Project, East Palo Alto, CA
- » Objective Design & Development Standards, Brisbane, CA
- » Transit Corridors Plan Implementation and Zoning Code Update, San Bruno, CA
- » Short-term Rental Ordinance, Burlingame, CA
- » Recreation and Aquatic Center, San Bruno, CA
- » Irvington BART Station Area Plan, Fremont, CA*
- » MTC Accessory Dwelling Unit Initiative, Oakland, CA*
- » MTC Construction Innovations Initiative, Oakland, CA*

*Work completed at a previous place of employment

OUR TEAM



EDUCATION

B.S., Architectural Studies,
Minor in American History,
University of Arkansas, Fay
Jones School of
Architecture

Master of Urban and
Regional Planning,
University of New Orleans,
College of Urban and
Planning Affairs

MEMBERSHIPS

American Planning
Association

DARA SANDERS

Principal Planner

PROFESSIONAL EXPERIENCE

Dara Sanders has more than 17 years experience in long-range planning, land use planning, current planning, GIS analysis, and community engagement in Arkansas, California, Louisiana, and Tennessee. She brings creative solutions specific to each project to ensure success, balances the needs of communities and applicants, and strives to help cities implement their vision, goals, and regulations.

Dara's recent project responsibilities include contract planning and project management for the cities of Belmont, Brisbane, and Pacific Grove and serving as project manager for updating the Scotts Valley Town Center Specific Plan.

She has managed interdisciplinary teams to produce corridor plans, neighborhood redevelopment master plans, and general plans. She implemented those plans through zoning amendments, authoring form-based zoning districts and design regulations, capital improvement plans, and private development requests. She led long-range planning projects in Nashville and has the distinction of establishing the first planning department in a Nashville suburb during a time of its unprecedented growth.

Dara values building community relationships through the planning process, and she has successfully implemented tools and programs that have improved community trust, involvement, and buy-in.

PROJECT EXPERIENCE HIGHLIGHTS

- » Zoning Text Amendments and Research and Development Performance Standards, Belmont, CA
- » Island Park Life Sciences Campus, Belmont, CA
- » Scotts Valley Town Center Update, Scotts Valley, CA
- » Sierra Point Hotel and Life Sciences, Brisbane, CA
- » Coastal Wildlife Protection Program, Pacific Grove, CA

OUR TEAM



EDUCATION

B.S., Geography/Land Use,
Oregon State University

MEMBERSHIPS

American Institute of
Certified Planners

American Planning
Association

STEPHANIE DAVIS, AICP

Principal Planner

PROFESSIONAL EXPERIENCE

Stephanie Davis has 20+ years of extensive project management experience. Her planning portfolio includes project management of high-level, multi-faceted commercial, multi-family, industrial, mixed-use and single-family residential development applications, wireless telecommunications, residential annexations, due diligence site analysis, Municipal Code Ordinances – both updates and new ordinances, Housing Element and General Plan updates, and other long-range planning studies.

Stephanie also has extensive experience with the California Environmental Quality Act (CEQA) from exemptions to Negative and Mitigated Declarations to Environmental Impact Reports. Her experience includes preparation, compliance, implementation, coordination, and management of outside environmental consultants and their technical sub-consultants.

She served as lead staff planner in the comprehensive preparation of General Plan, Climate Action Plan and Zoning Ordinance updates for several cities which involved extensive community outreach, active research, and plan preparation efforts in the development of policy direction, as well as coordination and management of third-party consultants.

Stephanie's breadth of experience carries over into the field of housing with direct work including the administration and implementation of housing programs, affordable housing and first-time homebuyer loan programs, Housing Element preparation, and a comprehensive update of an inclusionary housing Ordinance.

She is experienced in preparing comprehensive reports, planning studies, and presentation of materials to decision-making boards, commissions, and community members.

Stephanie has served as a Principal Planner for the Towns of Atherton, Portola Valley, City of San Carlos, and provided specific project management for the City of Belmont, City of Millbrae, City of Menlo, County of San Mateo, City of Sunnyvale, Town of Woodside. As a Principal Planner, she has actively provided supervisory guidance and technical assistance to staff, served as the staff liaison to Planning Commissions, City Councils, and other appointed community committees and commissions, prepared process manuals and protocols for both internal staff and the public, and directly assisted in the preparation of annual Department work programs and fee study analysis.

For private clients, she has prepared due diligence site analyses and technical assistance in both the preparation of materials, and navigation of,



development process through other jurisdictions. She is skilled in Geographical Information Systems (GIS), electronic mapping, and quantitative analysis.

PROJECT EXPERIENCE HIGHLIGHTS

- » Proposed Stanford Campus Conceptual Development Plan and Development Agreement, City of Belmont
- » Transit Village, City of San Carlos
- » Historical Preservation Ordinance, Town of Atherton
- » Comprehensive General Plan and Zoning Ordinance Updates, City of San Carlos
- » Below Market Rate Housing Ordinance, City of San Carlos
- » Climate Action Plan, Town of Atherton



EDUCATION

B.A., History, San Jose State University

M.A. History, San Jose State University

LESLIE PARKS

Economic Development Director

PROFESSIONAL EXPERIENCE

Leslie Parks has 30+ years' experience as a practitioner and consultant in the fields of economic development, redevelopment, and workforce development. She has developed and administered a diverse range of programs that include business retention and expansion initiatives, community benefits, sales/use tax revenue assessment, workforce training and job placement, affordable housing, and public/private partnerships.

As a consultant, Leslie assisted with economic development strategies and marketing plans for the cities of Honolulu, Anchorage, Santa Rosa San Francisco, and the counties of Solano County, Merced County, and San Mateo County. Leslie also served as Director of Downtown and Industrial Development for the San Jose Redevelopment Agency, Director of Economic Development for the City of San Jose, and Director of Community Services for the City of San Carlos. She has served as the director of two Workforce Investment Boards.

Leslie's recent experience includes implementation of economic development programs for the cities of Foster City, Redwood City, and the City of Campbell.

She joins Good City Company as economic development director supporting several cities on the Peninsula and in Silicon Valley. Specific programs and projects include development of small business action plans, economic development strategies, marketing plans, retail strategies, and economic development program and staffing audits.

PROJECT EXPERIENCE HIGHLIGHTS

- » Economic Development Strategy and Program Implementation, Campbell, CA
- » Parklet Grant Program, Campbell, CA
- » Economic Development Program Assessment, Palo Alto, CA
- » COVID Business Recovery Plan, Vacaville, CA*
- » Small Business Action Plan, Mountain View, CA*

*Work completed at a previous place of employment



EDUCATION

B.A., Political Science, UC Davis

B.A., U.S. History, UC Davis

M.Sc., Regional and Urban Planning, London School of Economics

JEREMY DENNIS

Public Policy Manager

PROFESSIONAL EXPERIENCE

Jeremy Dennis brings nearly 30 years of government experience at the local, regional, and state levels to support clients with organizational review and improvement. He has a wide breadth of knowledge in strategic planning, Councilmember support, Executive evaluation, assessing departmental gaps and opportunities, management mentorship and advising, and improving communication for all those who participate in the public process.

Jeremy appreciates the nexus of elected officials, staff, and the public needs on challenging issues of change. Each of these constituencies speaks its own unique language and may have unshared processes, motivations, and results. He has spent much of his career finding new ways of engagement and understanding between parties on numerous contentious issues of change.

Most recently, Jeremy served as the Town Manager for Portola Valley. In his seven years, he restructured the Planning and Building Department to support the Housing Element update (completed two months after his departure), major residential projects proposed by Stanford University, and implementation of a wide range of housing programs. Jeremy also served as the Long-Range Planning Manager for the City of Palo Alto, where he oversaw the city's comprehensive plan update and municipal housing programs. He also worked as a Management Analyst for the San Mateo County Manager's Office, roving between departments working on issues as diverse as updating the Planning Departments financing, improving the County's Capital Improvement Program, and starting a variety of intern programs.

PROJECT EXPERIENCE HIGHLIGHTS

- » Housing Element Update, Portola Valley, CA*
- » Inclusionary Housing Nexus/Commercial Linkage Fees, Campbell, CA*
- » Capital Improvement Plan Program Redesign, San Mateo County, CA*
- » Comprehensive Plan Update, Palo Alto CA*
- » Planning and Building Department Fiscal and Hiring Restructuring, San Mateo County, CA*

*Work completed at a previous place of employment



EDUCATION

B.A., Social Welfare, Public Policy Minor, UC Berkeley

M.P.A., Domestic Policy, Urban Policy & Planning, Princeton University

CHRISTOPHER DACUMOS

Senior Planner

PROFESSIONAL EXPERIENCE

Chris Dacumos has 15 years of experience working for federal, county, special district, and city agencies. His areas of focus are current- and long-range planning, budgeting, revenue generation, project management and grant management.

Chris provides senior planner services for the City of San Carlos and City of East Palo Alto, management analyst services for the Town of Portola Valley, project management for the City of San Leandro, and is assisting with the development of a Specific Plan for the City of Belmont. With the City of San Carlos, Chris reviewed and processed plans for single family homes, planned development amendment requests, a master plan, life science projects and a hotel. In the City of East Palo Alto, Chris is working closely with staff and the City's Specific Plan consultant to review and oversee development projects and their environmental review, while the City simultaneously goes through a Specific Plan update process to revise development standards.

Chris's past experience includes working as a Congressional Aide and as an analyst or planner for the San Mateo County Transit District, Peninsula Corridor Joint Powers Board (Caltrain), Transportation Authority, Town of Hillsborough, and City of Redwood City. Chris was born in Vallejo, California and, while at Princeton University, was a Public Policy Fellow and was nominated by the United States Department of State for a Fulbright Scholarship.

PROJECT EXPERIENCE HIGHLIGHTS

- » 330,000 sf, six-story life science project
- » 188-room hotel development
- » 70-unit school district workforce housing development
- » 1.2 million square feet (sf) of office project
- » Mixed-use development consisting of 800,000 of office, life- science, research development, and 95 units of housing
- » 52-acre development including open space, parks, office, research and development, and housing

OUR TEAM



EDUCATION

Masters of Public
Administration, San
Francisco State University

Bachelors in Geographic
Science and Community
Planning, Northern Arizona
University



Brandon H DeLucas

Senior Planner

PROFESSIONAL EXPERIENCE

Brandon H DeLucas is a Senior Planner for Good City Company, bringing over six years of dedicated experience in land use planning, Geographic Information Systems (GIS), and program implementation. He has worked professionally in several San Francisco Bay Area and Arizona cities.

Brandon is skilled at managing diverse stakeholders, building partnerships, and developing solutions for complex problems. His current planning experience includes overseeing various development projects, from new single-family homes to large commercial/industrial developments. Brandon has played a supportive role in reviewing large multi-family developments and has led Comprehensive zoning text amendments. These amendments aimed to reformat chapters for ease of use, update standards, and streamline planning review processes.

With a master's degree in public administration and a background in data collection, analysis, and research, Brandon has spearheaded process and system improvements, developed small business assistance programs, and trained new staff.

In his recent role with the City of Union City, Brandon has successfully reformatted and updated the City's Industrial Districts Chapter to establish new performance and design standards. He managed a city-wide GIS system migration and implementation and was crucial in creating objective design standards for single-family projects, including accessory dwelling units (ADUs) and SB9.

OUR TEAM



EDUCATION

B.S., Environmental Science,
Technology and Policy,
California State University,
Monterey Bay

Masters in Urban Planning
with a certificate in Real
Estate Development, San
Jose State University

MEMBERSHIPS

American Planning
Association (APA)

JACOB GARCIA

Senior Planner

PROFESSIONAL EXPERIENCE

Jacob Garcia is a Senior Planner with a background in land use planning, natural resource planning, and Geographic Information Systems (GIS). He has been with Good City Company since 2019 and provides contract planning services to the City of San Carlos, City of Pacifica, City of Belmont and the Town of Portola Valley.

Jacob currently manages development projects throughout the entitlement process. As such his duties include current planning assistance, design review and Zoning conformance review, and preparing and presenting staff reports before various design review boards, planning commissions and city councils. He assists jurisdictions with zoning amendments and policy research and implementation. He takes pride in providing excellent customer service and serving as a liaison to community groups and residents on behalf of cities and their various committees.

Jacob also has experience supporting the management of sustainability programs, staffing cities' environmental committees, and facilitating wet weather construction site inspections and annual stormwater reporting. Before joining Good City, Jacob worked for multiple public and private land management agencies providing natural resource and conservation planning services such as public outreach, data collection, data analysis, and research.

PROJECT EXPERIENCE HIGHLIGHTS

- » Stanford University, Belmont Campus, Conceptual Development Plan (CDP), Belmont, CA
- » Willow Commons, Supportive Housing and Density Bonus Project, Portola Valley, CA
- » Fairmont Shopping Center, Master Use List, Zoning Amendment, Pacifica, CA
- » Monitoring Urban Wildlife Corridors in San Diego County, Center for Natural Lands Management (CNLM), CA*
- » Ten Mile Canyon ACEC Draft Watershed Management and Monitoring Plan, Bureau of Land Management (BLM) Moab Field Office, UT*

OUR TEAM



EDUCATION

B.A., Architecture, UC Berkeley

M.I.A., Economic and Political Development, Urban and Social Policy, Columbia University

MEMBERSHIPS

Consortium for Sustainable Urbanization, Board Member

NICK HAMILTON

Senior Planner

PROFESSIONAL EXPERIENCE

Nick Hamilton is an urban development and policy professional bringing 15+ years of experience in leading plan development and launching programs to advance equity, sustainability, and shared prosperity in communities across the U.S. and internationally.

Recent long-range planning experience includes General Plan and Housing Element updates and municipal code updates to further Objective Design and Development Standards. Recent current planning experience includes coordinating local jurisdiction review of the redevelopment of former school sites into housing, high density Transit Oriented Development (TOD) projects, and associated CEQA (California Environmental Quality Act) environmental reviews. He has also lent his expertise in community engagement and outreach to several initiatives for the cities of Brisbane, San Mateo, and San Bruno.

Nick brings a long track record establishing collaborative community revitalization initiatives in communities across the U.S. through his previous work for the Lincoln Institute of Land Policy, and as Director of Urban Policy at Columbia University's The American Assembly. His architectural, urban design, and planning expertise was cultivated during his time at Davis Brody Bond, a nationally recognized architectural firm headquartered in New York. Projects there included multiple overseas diplomatic facilities for the US Department of State, Columbia University Northwest Corner Building, and the Lenox Terrace Apartments superblock infill project. Nick has also taught graduate-level housing policy as an adjunct.

PROJECT EXPERIENCE HIGHLIGHTS

- » Housing Element Update, Pacifica, CA
- » Housing Element Update, San Mateo, CA
- » General Plan Update, San Mateo, CA
- » Airport Land Use Compatibility Plan Zoning Updates, San Carlos, CA
- » Objective Design & Development Standards, Brisbane, CA
- » Public Facility Modernization and Housing Development Opportunities Study, San Bruno, CA
- » 300 Piedmont and 2101 Sneath Lane Housing Development Entitlement Review and CEQA Project Management, San Bruno, CA
- » Harbor Industrial Area Specific Plan, Belmont, CA



OUR TEAM



EDUCATION

B.A., History, University of Texas

M.S., Community and Regional Planning, University of Texas

M.S., Public Affairs, Lyndon B. Johnson School of Public Affairs, University of Texas

MEMBERSHIPS & CERTIFICATIONS

International Economic Development Council

Certified Economic Developer

Bilingual in English & Spanish

SABINA MORA

Senior Economic Development Planner

PROFESSIONAL EXPERIENCE

Sabina Mora has 15 years of experience working for state, regional, and municipal agencies in communities across New York, Texas, and California. Her areas of focus are planning, economic development planning, small business assistance programs, business expansion and attraction programs, and downtown and neighborhood development strategies.

Sabina is the Project Manager for the North Fair Oaks Community Plan Review Project for San Mateo County, which involves an assessment of the implementation of the area's comprehensive plan, significant community outreach, and recommendations for plan amendments. Sabina has also provided economic development and small business services for the Cities of South San Francisco and Foster City and San Mateo County. She has significant expertise in fair housing requirements and analyzing housing opportunity sites from a fair housing perspective and assisted the Cities of South San Francisco, Pacifica, and San Bruno on meeting these requirements in their 2023-2031 Housing Elements. Sabina is also assisting the City of San Mateo General Plan Update team, conducting targeted outreach and public engagement for hard-to-reach populations.

Sabina's past experience includes working as an Economic Development Specialist for the City of Mountain View, Senior Planner for the City of Austin, Senior Economic Development Specialist for the City of Albany's (New York) Capitalize Albany – an economic development corporation, Project Manager for the State of New York's economic development agency (Empire State Development), and Economic Development Specialist for the City of Binghamton (New York). Sabina was born in Argentina, immigrating to the US as a child and lived in five different states growing up. She has lived in Mountain View with her family since 2019.

PROJECT EXPERIENCE HIGHLIGHTS

- » Housing Element Update, Pacifica, CA
- » North Fair Oaks Community Plan Review Project, San Mateo County, CA
- » Small Business Technical Assistance Program, San Mateo County, CA
- » General Plan Update, San Mateo, CA
- » Small Business Grant Program: SSF Façade and Tenant Improvement Program, South San Francisco, CA



OUR TEAM



EDUCATION

B.A, Environmental Analysis and Design, Urban and Regional Planning Minor, University of California, Irvine

MEMBERSHIPS

American Planning Association

JAMIE BOURNE

Associate Planner

PROFESSIONAL EXPERIENCE

Jamie is an urban planning professional with over ten years combined experience in Current Planning, Watershed Management, Construction site Best Management Practice compliance, and Affordable Housing programming. She has been with Good City Company since 2022 and provided contract planning services to the City of San Carlos, Belmont, Portola Valley, and San Leandro.

Currently, Jamie manages development projects throughout the entitlement process in Portola Valley. As such her duties include counter service, design review and Zoning conformance review, and preparing and presenting staff reports before various design review boards. Jamie serves as a deputy project manager in the City of San Leandro for a Cost Allocation Plan, User Fee Study, and Development Impact Fee Study. She is also involved with policy research and community outreach for the Harbor Industrial Area Specific Plan in the City of Belmont.

During college, Jamie interned for the California Coastal Commission Enforcement Division, City of Westminster, and Comprehensive Housing Services specializing in affordable housing services throughout Southern California.

After college, Jamie provided counter service for the Building and Planning department in the City of Newport Beach. Shortly after, she began in the Watershed Management division at Fuscoe Engineering in Irvine, CA. At Fuscoe, she prepared Storm Water Pollution Prevention Plans, Water Quality Management Plans, and complex environmental reports. Jamie also served as the lead consultant and assisted with the development of the City of Yorba Linda's stormwater management program.

Jamie also previously owned Bourne 2 Organize, a professional residential organizing company that specialized in move management, downsizing, and general residential organizing services.

PROJECT EXPERIENCE HIGHLIGHTS

- » Current planning services throughout various jurisdictions within CA
- » Project Management for Cost Allocation Plan, User Fee Study, and Development Impact Fee Study, San Leandro, CA
- » Belmont Harbor Area Industrial Area Specific Plan, Belmont, CA
- » Stormwater Management Program Development & Implementation, City of Yorba Linda





EDUCATION

B.A., Political Economy,
University of California
Berkeley

M.S., Local Economic
Development, London
School of Economics &
Political Science

NOA KORNBLUH

Economic Development Associate

PROFESSIONAL EXPERIENCE

Noa has spent her career supporting communities in creating sustainable, resilient local economies. She has over eight years in community economic development working for state and local government, as well as non-profits. Noa has a background in community outreach and engagement, strategic planning, and building entrepreneurial ecosystems.

Most recently, she worked as an assistant field manager in community and economic development at the Rural Community Assistance Corporation (RCAC) providing training and technical assistance to low-income rural and indigenous communities across the Western United States. Prior to RCAC, she worked for local Bay Area governments. She served as a Community Development Analyst for the City of El Cerrito, helping to facilitate business permitting, and as an Economic Development Specialist for the City of Milpitas, developing business retention and attraction programs.

Noa is a Bay Area local. She grew up in the city of Palo Alto and completed a bachelor's degree from the University of California, Berkeley. She then went on to receive a master's degree in Local Economic Development from the London School of Economics and Political Science, followed by a year as an AmeriCorps Vista working for the State of Delaware's Main Street Program.

PROJECT EXPERIENCE HIGHLIGHTS

- » North Fair Oaks Community Plan Review Project, San Mateo County, CA
- » Small Business Technical Assistance Program, San Mateo County, CA
- » Economic Development Strategy and Program Implementation, Campbell, CA



EDUCATION

Landscape Architecture
Certificate Program,
University of California,
Berkeley

B.S., City and Regional
Planning, California
Polytechnic State University,
San Luis Obispo

M.P.A, Public
Administration, Public
Policy Analysis, San
Francisco State University

ROBERT MCDONALD

Associate Planner

PROFESSIONAL EXPERIENCE

Bob McDonald has had many roles working as a planner and project manager in the public sector. Starting as a planning technician with the County of San Mateo, Bob went on to become an assistant planner with the County of Solano, an associate planner with the City of San Mateo and later as a Senior/Long Range Planner with the City and County of San Francisco's Recreation and Parks Department. His local government experience includes:

- » Project, environmental, landscape and architectural review of current planning projects
- » Administrator for a parking and improvement district,
- » Long range planner and administrator for an open space program and advisory board, and
- » Project and land acquisitions manager for complex public/private land developments.

With the City and County of San Francisco's Recreation and Parks Department, Bob managed, coordinated and unified the development and entitlements for the DeYoung Museum, Music Concourse, Academy of Sciences and underground parking projects. He also worked on the environmental, landscape and architectural review for complex public works projects such as the Union Square and the Harding/Fleming Golf Course renovation at Lake Merced. He also played a primary role as the long-range planner and administrator for the Open Space Program and Advisory Board.

Mr. McDonald's strengths are working on complex development plans, assessing, and identifying architectural and environmental impacts, developing/administering mitigation and monitoring the first Downtown Residential Permit Program (RPP), leading the downtown development cap process, providing direction related to the Comprehensive Plan (General Plan). Mr. McDonald has served as a Design Review and Historic Preservation Commissioner and Planning Commissioner for the City of Sonoma.

PROJECT EXPERIENCE HIGHLIGHTS

- » City of San Mateo Planner: prepared amendments to the Zoning Code related to Recycling, Parking and Sign Code. Updates*
- » City of Sonoma Planning Commissioner: reviewed, commented and made recommendations to the City Council for Zoning Code Amendments related to Vacation Rental, Lodging, ADUs, Subdivision, Affordable Housing, Design Reviews and Parking Code updates.*

*Work completed at a previous place of employment



EDUCATION

B.A., Communication,
Allegheny College,
Minor in Social Psychology,
Cum Laude Graduate

MEMBERSHIPS & CERTIFICATIONS

Building Industry
Association of the Bay Area
(BIA)

APA Member

Urban Land Institute-
Foundations of Real Estate
Certification (FoRE)

ARIANNA O'CONNELL

Associate Planner

PROFESSIONAL EXPERIENCE

Arianna O'Connell serves as an Associate Planner for Good City Company. Arianna has spent the last 6+ years working for both large development companies and small non-profit businesses, both focused on providing needed housing to communities in both California and Pennsylvania. Arianna is an urban development and housing policy professional with experience in real estate entitlements, policy and legislative research, community engagement, Affordable Housing programming, and plan compliance.

Arianna previously worked for Lendlease LLC in a partnership with Google where she pushed forward the entitlements process for three large master-planned community projects in the Bay Area. Within this role, she led research on external policy and legislative issues, staying abreast of key regional policy shifts and local political issues to ensure that the development projects incorporated the desires and concerns of the local community and public officials. Additionally, Arianna managed the entitlements schedule for the Moffett Park Project, organizing a team of over 40 members of in-house staff, consultants, to prepare and submit CEQA documents and provide key comments on the Moffett Park Specific Plan and Moffett Park Draft EIR.

After graduating from Allegheny College in Pennsylvania, Arianna worked for three non-profit companies in rural Western PA focused on finding stable housing for individuals with disabilities and behavioral health challenges. In her role, she revitalized the public image of each company through raising public awareness around federal and state housing policy issues, fair housing laws, and the realities of homelessness in rural communities.

PROJECT EXPERIENCE HIGHLIGHTS

- » Zoning Text Amendments and Research and Development Performance Standards, Belmont, CA
- » Island Park Life Sciences Campus, Belmont, CA
- » 1301 Shoreway Office Development, Belmont, CA
- » BeamReach Life Sciences Campus, Belmont, CA
- » Harbor Industrial Area Specific Plan, Belmont, CA
- » Google Middlefield Park Master Plan, Mountain View, CA*
- » Google East Whisman Master Plan, Mountain View, Sunnyvale, CA*
- » Google Moffett Park Master Plan, Sunnyvale, CA*

* Work completed at a place of previous employment.

OUR TEAM



EDUCATION

B.A., Geography, University of Richmond

Advanced Certificate in Transportation & Land Use Planning, San Jose State University

Master of Urban Planning, San Jose State University

RALPH ROBINSON

Associate Planner

PROFESSIONAL EXPERIENCE

Ralph Robinson joined Good City in 2021. As Associate Planner, he works extensively with local communities on conformance with state requirements related to their Housing Elements, Senate Bill 9 regarding residential developments, Accessory Dwelling Units, and other associated issues. Additionally, he manages public meetings, reviews development applications, and serves as a valuable resource and first point of contact for the public. He has experience in San Mateo, San Carlos, Burlingame, Alameda, Portola Valley and Atherton.

While earning his master's in urban planning at San Jose State University, he worked with two professors through the Mineta Transportation Institute to publish original research on local solutions for transportation financing and issues of walkability and sustainability in the Bay Area. He also worked with CommUniverCity managing the creation of a robust assessment of a historically underserved Eastside San José community.

For his efforts as a student, he was recognized with an APA (American Planning Association) Outstanding Planning Student Award and his project was recognized with both a 2020 San Francisco Bay Area Planning and Urban Research Association (SPUR) Impact Award and an Award of Excellence by the APA California Chapter Northern Section. Prior to his master's program, Ralph was Vice President of Research, Strategy & Content with ZEITGUIDE, a coaching and consultation firm targeted to chief-level executives. He has also worked as a classroom teacher, tutor and in volunteer capacities with young students.

Ralph is a Massachusetts native whose principal focus is rethinking land use policies to make our communities livable for everyone, and capable of providing the economic, educational, mental, physical, and social benefits we all require.

PROJECT EXPERIENCE HIGHLIGHTS

- » SB 9 Zoning Code Amendments, Atherton, Alameda and San Carlos, CA
- » 1200-1340 Bayshore Highway, 12-acre Office + Life Science Redevelopment, Review and Entitlement Coordination, Burlingame, CA
- » Housing Element Update, Atherton, CA
- » Single- and Multi-Family Entitlements, Subdivisions, Annexations, Zoning Code and General Plan Amendments



OUR TEAM



EDUCATION

B.S., City and Regional
Planning, California
Polytechnic University

Paul Chytla-Hinze

Assistant Planner

PROFESSIONAL EXPERIENCE

Paul Chytla-Hinze is an Assistant Planner helping with current planning projects. Paul earned his Bachelor of Science degree in City and Regional Planning from California Polytechnic University where he focused on issues related to housing affordability and healthy communities.

Until joining Good City Company, Paul worked for the City of San Bruno focused on current planning where he took projects before the Architectural Review Committee (ARC) and Planning Commission, reviewed business license applications, conducted plan review for building permits, reviewed sign permits, and supported the development of objective design standards for San Bruno's transit corridors.

Paul's academic experience includes conducting research on regional innovation in Redwood City and the Peninsula to address the shortage of moderate-income housing; and using interactive community engagement techniques to develop a new health element of the general plan for Santa Fe Springs, California.

PROJECT EXPERIENCE HIGHLIGHTS

- » Senior project on regional housing innovation and addressing moderate-income housing affordability
- » Community engagement for Santa Fe Springs Health Element
- » Research and drafting of objective design standards for San Bruno's transit corridors*

*Work completed at a previous place of employment





EDUCATION

B.S. Housing, Oregon State University

SANDY COUNCIL

Housing Services Consultant

PROFESSIONAL EXPERIENCE

Sandy Council has 35+ years of experience in program design, implementation, and administration of a wide range of housing and community development programs. This work has involved extensive collaboration with city councils and commissions, all municipal departments, legal counsel, consultants, developers and builders, and community based and neighborhood organizations. She has served on numerous committees and task forces and is a current board member of The Leslie Senior Communities, a provider of affordable senior housing in San Mateo County.

She has worked closely with both nonprofit and market rate housing developers supporting the construction of new affordable housing units, including drafting RFPs, selecting developer teams, negotiating of agreements and pricing of affordable units, and ongoing monitoring of rental and ownership units, especially in conjunction with local inclusionary and state density bonus legal requirements.

She is proficient in working with a number of municipal finance tools: administering federal Community Development Block Grant and Home programs, former redevelopment housing funds, local trust funds, and partnering with developers to obtain other local funds, Low Income Housing Tax Credits, and multiple State of California financing programs.

She also has considerable experience with housing policy development, assisting with the preparation of several Housing Elements, and assisting with implementation of housing related legislation.

PROJECT EXPERIENCE HIGHLIGHTS

- » City of San Mateo Affordable Housing Programs Manager, San Mateo, CA
- » Pacifica Housing Element, Housing Section Team Advisor, Pacifica, CA
- » Kiku Crossing Affordable Housing, development by Mid Pen Housing, Co- Project Manager for City, San Mateo, CA
- » Montara Affordable Housing, development by Bridge Housing, Project Manager for City, San Mateo, CA

OUR TEAM



EDUCATION

B.A. History, New York University

Master of City Planning,
Urban Studies/Affairs, U.C.
Berkeley

MARK SULLIVAN, AICP

Housing Specialist

PROFESSIONAL EXPERIENCE

Mark is an urban planner with 25 years of experience in long-range and current planning with a focus on land use and housing policy.

Mark retired from the public sector in 2018 after serving as planning, redevelopment and housing manager for the City of San Bruno for 17 years. Before that, Mark was an economist at Seifel Associates working on redevelopment and housing projects for many California communities.

Mark has significant experience preparing and implementing land use plans and housing regulations, analyzing the economics of housing projects, managing housing efforts (including monitoring of affordable units) and overseeing the entitlement and environmental review process of complex development projects.

Notable projects he has successfully completed include: adoption of land use plans including the Transit Corridors Specific Plan (promotes high-density mixed-use TOD) and passage of an associated ballot measure to increase building heights and density, several housing elements, general plan amendments, parking management plan, and downtown facade improvement program; adoption of housing- related regulations including inclusionary housing and housing impact fee ordinances, emergency shelter zoning, accessory dwelling unit ordinance, and; managed the approval of over 1,100 housing units, a 150-room hotel, and over 15,000 square feet of commercial space.

Mark believes strongly that smart growth principles can enhance social equity, environmental conservation, and healthy communities. Mark is most interested in promoting land use solutions that can enable communities to adapt to the changing economic and demographic conditions currently facing the San Francisco Bay Area and balancing the needs of new worker households and families while preserving the quality of life of existing residents.

PROJECT EXPERIENCE HIGHLIGHTS

- » Project, Jurisdiction
- » Project, Jurisdiction
- » Project, Jurisdiction
- » Project, Jurisdiction
- »



OUR TEAM



EDUCATION

B.S., Physics, California
Polytechnic State University,
San Luis Obispo

M.A., Economic and Political
Development, Urban and
Social Policy, Columbia
University

Licenses & Certifications

ICC Certified Building
Inspector – 1024819-B5

IAPMO Certified Plumbing
Inspector – 097295

California General
Contractors License
#692093 (expired)

California Building Officials
(expired)

RON LA FRANCE

Chief Building Official

PROFESSIONAL EXPERIENCE

Ron La France is a Chief Building Official with Good City Company working in Peninsula cities. Mr. La France has over 35 years in the construction industry and has spent the last 25 years working for and with local Building Divisions. He began his career as a carpenter and general contractor before making a career change to become a Senior Building Inspector for the City of Menlo Park. Mr. La France was promoted to Building Official in 2003 and Assistant Community Development Director/Building Official in 2014. Prior to joining Good City Company, he worked as the Northern California Regional Operations Director for SafeBuilt.

During his tenure with the City of Menlo Park, Mr. La France oversaw Building Division's operations, budgets, and the building permitting process for development projects. Additionally, he assisted with the City's General Plan and Housing Element updates, the development of Reach Codes, the updating Building Division fees and the resolution of code enforcement issues. He oversaw the construction of the Facebook campuses, the Menlo Gateway high rise hotel and office buildings, the Station 1300 Project and several new apartment complexes. With SafeBuilt, Mr. La France was deeply involved with the development of a proprietary permit software, conversion to all digital plan review and the completion of the Hard Rock Casino in Wheatland.

Mr. La France's broad experience allows him to understand all facets of the development process and enables him to work collaboratively with city departments and development applicants towards resolution of a wide range of complex construction issues.



EDUCATION

B.S., Political Science, Santa Clara University

VERA GIL

Housing Specialist

PROFESSIONAL EXPERIENCE

Vera Gil is a highly experienced professional with over 35 years of expertise in municipal government, specializing in affordable housing. In her most recent role, Vera served as a Project Manager for Affordable Housing at the City of Mountain View where she successfully managed 500-units of affordable housing from conception to construction. She was responsible for the administration of the City's Notice of Funding Availability (NOFA) for affordable housing funds and played an integral part in the loan closing process for affordable housing developments.

Throughout her career, Vera has demonstrated her ability to communicate complex concepts effectively. She has prepared staff reports and delivered presentations to various committees and governing bodies, including the NOFA Review Committee, Planning Commission and City Council. Her skills in presenting technical information in a clear and concise manner have proven valuable in advocating for affordable housing initiatives.

Vera's dedication to affordable housing extends beyond project management. She actively participated in developing the Housing Element of the General Plan. Vera Gil's extensive experience, collaborative nature, and passion for affordable housing make her a highly qualified professional dedicated to advancing affordable housing initiatives in municipal government. Her expertise in project management, funding administration, and compliance, coupled with her ability to communicate complex ideas effectively, position her as a valuable asset in achieving housing goals.

PROJECT EXPERIENCE HIGHLIGHTS

- » HCD Pro-housing Designation Application Project Management, Campbell, CA
- » Housing Program Underwriting Guidelines, Mountain View, CA*
- » Long-term Lease Affordable Housing Negotiation with Santa Clara Valley Transportation Authority (VTA), Mountain View, CA*
- » Affordable Housing Tax Credit Loan Closings, Mountain View, CA*

*Work completed at a previous place of employment

OUR TEAM



Monique Orzechowski

Office Manager

PROFESSIONAL EXPERIENCE

Monique Orzechowski has over 10+ years' experience in Office Management and Administration. Monique joined Good City Company in 2023 to skillfully manage crucial financial functions, such as accounting, A/P, A/R, and payroll. Her strong ability to recommend management actions for improving standard operating procedures, considering cost, risk, and benefits, has consistently contributed to organizational success.

EDUCATION

B.S., Integrated Marketing
Communications



OUR TEAM



EDUCATION

B.S., Real Estate
Development, University of
Southern California

B.A., Music, University of
Southern California

DARA PHUNG

Marketing Specialist/Graphic Designer

PROFESSIONAL EXPERIENCE

Dara Phung is a Marketing Specialist and Graphic Designer with Good City Company. Her experience includes preparing a range of external marketing communications, developing social media content, creating explainer videos, and producing custom graphics.

Dara began working for Good City Company as a Planning Technician. She was placed with the City of San Carlos, where she provided counter service for current planning inquiries, reviewed design and working drawings for zoning conformance, and prepared and presented staff reports before committees. Dara previously interned for the City of Brisbane, where she supported Planning staff on projects including the Objective Design and Development Standards project, the Affordable Housing Strategic Plan, and the Housing Element Cycle 6 Update.

Dara obtained her Bachelor's in Real Estate Development and Bachelor's in Music from the University of Southern California, where she took courses in urban planning and received the Lewis Mumford Award for Most Outstanding Essay in Planning History.

PROJECT EXPERIENCE HIGHLIGHTS

- » North Fair Oaks Community Plan Review (Website and Outreach Materials), County of San Mateo
- » Compliance Review Explainer Video, City of San Carlos
- » Housing Element Outreach Worksheet, City of San Mateo
- » Housing Element (Maps and Graphics), City of Pacifica
- » Objective Design Standards (Graphic Design), City of San Mateo
- » Housing Element Update Video, City of Brisbane





CITY COUNCIL REPORT

9.J.

DATE: SEPTEMBER 3, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: MATT AVERY, COMMANDER
SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH FOLSOM LAKE FORD TO PURCHASE ONE PATROL VEHICLE

RECOMMENDATION

Adopt Resolution per Staff Recommendation

BACKGROUND

The Pinole Police Department utilizes marked patrol vehicles that are fully equipped with authorized emergency equipment to provide police services in the City of Pinole.

As part of the FY 2024-25 Budget, funds were approved to replace a patrol vehicle.

The cost of the vehicles exceeds the City Manager's authorized spending limit and as such, Council approval is necessary.

REVIEW AND ANALYSIS

The Police Department currently has marked patrol vehicles with high mileage in addition to high engine hours. The higher mileage vehicles have been in the shop several times for various repairs and are prone to increased risk of breakdowns and associated high maintenance costs.

The Police Department's vehicle replacement practice is to replace one vehicle per year and the funds are included in the annual budget.

The City's union-made vehicle preference and the *Environmentally Preferable Purchasing Program* was used in selecting the 2025 Ford Police Interceptor Utility (PIU). The Ford PIU is union-made, and zero-emission vehicles were considered; however, they were determined to be unavailable, not economically feasible, and impractical. Patrol vehicle models considered for purchase were limited by the need to replace an existing Police Department patrol vehicle by the end of 2024. To ensure delivery in FY 24/25, we had to place the order earlier this year.

Zero-emission/EV patrol vehicles are in the infancy stage of development and availability. The first manufacturer-designed and produced EV patrol vehicle, the Chevy Blazer, will not be available until 2025. Ford and Dodge do not have an EV production model for patrol use. Ford offers a hybrid engine option for the PIU, but it will not be available until late 2025. Additionally, the availability of patrol vehicles regardless of manufacturer and model is limited due to supply and demand. Furthermore, the cost of the current EVs considered for patrol application is substantially higher than the internal combustion engine options, and costs for the emergency equipment would be higher due to the

inability to reuse some of the equipment, which would result in the total cost of the vehicle replacement exceeding the allocated funds in the FY 24/25 budget.

Lastly, we currently do not have the infrastructure to support zero-emission EV patrol vehicles.

The purchase will be made using the competitively bid contract through the California Department of General Services Cooperative Purchasing Contract 1-22-23-14C. The Cooperative Procurement provision in the City's Procurement Policy allows the City to forego a formal bid process for equipment, materials, supplies, and services and buy said equipment directly from a vendor if the price was established by competitive bidding by another public jurisdiction.

FISCAL IMPACT

The total cost for one patrol vehicle is \$54,768.36 and will result in an expenditure from the FY 2024-25 General Fund assigned budget fund (206-227-47104).

ATTACHMENTS

- A. Resolution
- B. Pinole '25 PIU Quote

RESOLUTION NO. 2024-____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE
AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH FOLSOM
LAKE FORD TO PURCHASE A PATROL VEHICLE
AT A TOTAL COST OF \$54,768.36**

WHEREAS, the Pinole Police Department utilizes marked patrol vehicles that are fully equipped with authorized emergency equipment to provide police services in the City of Pinole; and

WHEREAS, the vehicle fleet utilized for patrol operations in the City of Pinole is aging, with vehicles being operated with high mileage; and

WHEREAS, patrol vehicles with high mileage require replacement to prevent an increased risk of breakdown and associated high maintenance costs; and

WHEREAS, the Police Department's vehicle replacement practice is to replace one vehicle per fiscal year; and

WHEREAS, replacement of a Ford Police Interceptor Utility vehicle from Folsom Lake Ford, the California State Bid holder for emergency police vehicles, would cost a total of \$54,768.36; and

WHEREAS, The Cooperative Procurement provision in the City's Procurement Policy allows the City to buy goods or services based on a competitively bid contract prepared by another public agency, and the use of the purchasing cooperative provides for value pricing and reduces administrative overhead; and

WHEREAS, funding for the purchase is budgeted in the FY 2024-25 Budget;

NOW THEREFORE, BE IT RESOLVED that the Pinole City Council hereby approves the purchase of one (1) police vehicle for patrol operations \$54,768.36 from the assigned budget fund 100-206-47104.

PASSED AND ADOPTED at a regular meeting of the Pinole City Council held on the 3rd day of September 2024 by the following vote:

- AYES: COUNCILMEMBERS:
- NOES: COUNCILMEMBERS:
- ABSENT: COUNCILMEMBERS:
- ABSTAIN: COUNCILMEMBERS:

I hereby certify that the foregoing resolution was regularly introduced, passed, and adopted on the 3rd day of September, 2024.

Heather Bell
City Clerk

PRICE QUOTATION
FOLSOM LAKE FORD
12755 FOLSOM BLVD.
FOLSOM, CA 95630
(916) 351-4202 - Direct

Date: 4/23/2024

To: Commander Matt Avery / Pinole Police Department
From: Mark A. Paoli / Fleet Director / Folsom Lake Ford
Subject: Pricing for 2025 Ford Interceptor (State of California Contract #1-22-23-14C)

\$49,313.00 - Bid Price (2025 Ford Police Interceptor Utility AWD / 3.3L V6 Gas Eng)
-2,853.00 - Ballistic Door Panel Delete
\$46,460.00 - Subtotal (Bid Price Less Deletions)
930.00 - Front Headlamp Lighting Solution (66A) - Includes Pre-Wiring (60A)
640.00 - Spot Lamps - Dual Unity LED (51S)
475.00 - Rear Lighting Solution (66C)
352.00 - Side Marker LED - Sideview Mirrors (63B)
352.00 - Underbody Deflector Plate (76D)
207.00 - Police Wire Harness Connector Kit - Front/Rear (67V)
84.00 - Rear-Door Controls Inoperable - Locks/Handles/Windows (68G)
52.00 - Keyed Alike - Key Code 1284X (59B)
0.00 - 1/4 Picture in Picture Rear View Camera Display (87M)
\$49,552.00 - Selling Price (Solid Color - Agate Black)
85.00 - Documentation Fee
\$49,637.00 - Subtotal
4,839.61 - Sales Tax (9.75%) Subject to Change
250.00 - Delivery to Pinole, CA
33.00 - DMV Electronic Filing Fee
8.75 - California Tire Fee
\$54,768.36 - Total Price (EACH) F.O.B. Pinole, CA

Payment Terms: \$500.00 Discount Per Vehicle for Payment Within 20 Days / Net 30

Included: BLIS (Blind Spot Monitoring with Cross Traffic Alert), Dark Car Feature, Ford Pro Upfit Integration Feature, Ford Telematics (Includes Complimentary Two-Year Subscription), Front License Plate Bracket, Noise Suppression, Police Engine Idle Feature, Police Perimeter Alert, Police Pursuit Mode, Power Passenger Seat (4-Way), Red/White Dome Lamp In Cargo Area, Rear Auxiliary Air Conditioning, Rear View Camera with Washer (Displayed In 8" Center Stack Screen) Includes On-Demand Feature, Remote Keyless Entry with Four Keys and FOBs, Reverse Sensing, SYNC (Bluetooth), Trailer Hitch (Class III - Includes Wiring), Upfitter Switches(4) Mounted on Steering Wheel and 5yr/100k/0ded Powertrain Warranty.



CITY COUNCIL REPORT

9.K.

DATE: SEPTEMBER 3, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: FIONA EPPS, ASSISTANT TO THE CITY MANAGER
SUBJECT: APPROVE A MEMORIAL SIGN INSTALLATION ON FIRE STATION 74 IN DEDICATION OF FIRE CAPTAINS BOB RAMOS AND RICH VOISEY

RECOMMENDATION

Staff recommends that City Council approve the Application for Naming and Dedication of City Facilities to install a memorial sign on Fire Station 74 in dedication to Captains Bob Ramos and Rich Voisey.

BACKGROUND

Staff and the City Council Committee on Memorials has reviewed an Application for Naming and Dedication of City Facilities and Acceptance of Donated Equipment or Materials (Attachment A) submitted by Battalion Chief Jim Brooks on behalf of the Contra Costa Fire Protection District (Con Fire). In accordance with the City's Memorial Policy, the Committee on Memorials recommends that City Council approve the application.

The application request is to install a memorial sign on the outside wall of Fire Station 74 in dedication of two firefighter Captains, Bob Ramos and Rich Voisey, who lost their lives to cancer. They were long serving Pinole Fire Department Captains and Pinole residents. The sign will be unveiled at Con Fire's upcoming "Be the Match Swabbing Event" event on October 13, 2024. Con Fire has partnered with the Leukemia & Lymphoma Society and Stanford Blood Center to host this event that aims to locate additional donors for the Be the Match Registry.

Con Fire has submitted a plan which details the dimensions and design of the proposed memorial sign (Attachment B). All signage expenses, including installation, will be paid for by Con Fire.

REVIEW AND ANALYSIS

FISCAL IMPACT

There is no direct fiscal impact to the City created by approving the installation of the memorial signage.

ATTACHMENTS

- A. Station 74 dedication Application
- B. Station 74 Memorial Sign Quote
- C. Memorial Sign Drawing and Plan

Application for Naming and Dedication of City Facilities and
Acceptance of Donated Equipment or Materials

Refer to the City of Pinole's "Policy for Naming and Dedication of City Facilities and
Acceptance of Donated Equipment or Materials"



Applicant Information

Name: Jim Brooks, Battalion Chief, Contra Costa County Fire
Address: 3070 Simes Ave. Pinole
Phone: (510) 734-5189
Email: jbroo@cccfd.org

My Recommendation is for:

- ☐ Naming a field in a City Park
☒ Naming a Portion of a New or Existing City building
☐ Renaming a Portion of a New or Existing City building (requires a 4/5th vote of the Council)
☐ Donation

Description of Action Sought:

- ☐ Dedication/Honor
☒ Memorial

Choice of Recognition:

- ☐ Plaque
☐ Monument
☒ Sign
☐ Marker
☐ Tree, Bench, Monument, etc.

Proposed description of Recognition: Memorial sign for 2 long serving Pinole Fire Department Captains who died from cancer, Rich Voisey and Bob Ramos.

Location Placement / Property Description: Station 74, 3700 Pinole Valley Road.

Sign placement, right side of building on side of engine bay above lawn.

Current Name on City building (Renaming only): _____

Classification of Proposed Name (Check all that apply):

- ☒ Individual or Group(s)
☐ Recognizable area or neighborhood
☐ Assumed Names (Alias)
☐ Theme Names (Gateway, Pinole Shores)
☐ Donations /Other: _____

Please describe the reason(s) in support of the proposed name or renaming of a portion of this City building (if more room is needed, please attach separate sheet and write "See Attached" below):

Captain Rich Voisey and Captain Bob Ramos were both firefighters with Pinole for more than 30 years. Rich and Bob both lost their lives to job related cancer.

For recommendation of living individual(s) or deceased individuals (there is a two year waiting period), please indicate individual's long-standing affiliation with Pinole of significant community service, involvement, or contributions. Specifically indicate how this person has: (a) Enhanced the quality of life/well-being of Pinole's residents, (b) Contributed to the preservation of Pinole's history and culture, (c) Made exemplary or meritorious contributions to Pinole or its residents, or (d) Contributed to the acquisition, development or conveyance of land, buildings, structures or other amenities to the Pinole Community (if more room is needed, please attach separate sheet and write "See Attached" below):

Rich and Bob were both long-time residents of Pinole. Bob lived his entire life in Pinole. They dedicated their lives to serving their community. Richard and Bob were very involved in the Pinole community and their childrens schools, sports, and Scouts.

Supporting Documentation (Required for recommendations of an Individual's name):

I have included the following documentation to demonstrate broad-based community support for my recommendation:

- ☐ Letters
- ☐ Character references
- ☐ Newspaper or journal articles
- ☐ Petitions
- ☐ Other Documentation:

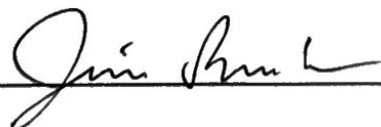
Support from retired Fire Chief Jim Parrott, chief Chris Wynkoop, and Contra Costa County Fire Chiefs

All applications submitted to the City Council Subcommittee for the purpose of naming or renaming a portion of a City building or land must be filled out completely and accurately with supporting documentation in accordance with and as required by the City of Pinole's Policy for the Recognition of Individuals.

The naming or renaming of a portion of a City building/land will be considered only through this application process. Incomplete, illegible and/or fraudulent applications will not be considered. The City of Pinole reserves the right to verify the identity of the Applicant submitting this application to ensure its validity.

The Pinole City Council will have the final decision as to the naming/renaming of a portion of a City building/land and reserves the right to reject any and all proposed names and/or applications submitted for consideration.

Signature of Applicant:



Date of Submission:

6/23/2024

Return Completed Application Packets To:
City of Pinole
Administration Department

CCC Fire Protection District
4005 Port Chicago Hwy
Suite 250
Concord, CA 94520

Req. By: Jim Brooks
T 510-495-4208 📞 C
F --
E jbroo@cccfd.org ✉️

Terms:
Upon Receipt
ETA:
3-4 Weeks

BUILDING	JOB DESCRIPTION	REQUEST DATE
3700 Pinole Valley Rd	Fire Station #74 3700 Pinole Valley Rd Memorial Signage	5/23/2024

QTY	SIGN TYPES/DESCRIPTION	UNIT	TOTAL
Location: Fire Station #74 - 3700 Pinole Valley Rd, Pinole			
1	Custom Memorial Sign Building Memorial Sign	\$913.00	\$913.00
1	Construction Documentation	\$125.00	\$125.00

Production Layout/s will be provided upon approval of cost & terms. Production layouts must be approved prior to fabrication

Client Comments:

Sub-Total: \$1,038.00
Tax: \$86.74
Installation / Service Call: \$320.00
Total: \$1,444.74

Approve from email received
per terms and conditions

Proposal 21344

Specialized Graphics, Inc. | 3951 Industrial Way | Suite A | Concord | CA | 94520
T 925.680.0265 | F 925.689.2405 | E proposals@sgsignage.com

CCC Fire Station 74
3700 Pinole Valley Rd
Pinole, Ca

Memorial Sign

Sign Shop Drawings



☐ APPROVED

☐ APPROVED w/CHANGES NOTED

☐ REVISE & RESUBMIT

☐ REJECTED

This review is to confirm the signage going into production is in conformance with plans and specifications only. Approvals are subject to subcontractors performance within the confines of the contract documents. Review of all sizes, materials, color, and copy required to ensure accuracy. Approval confirms production will manufacture per these drawings.

BY: _____ DATE: _____

SPECIALIZED GRAPHICS | CONCORD, CA 94520

SpecializedGraphics
architectural signage

3951 Industrial Way, Suite A
Concord, Ca 94520
Telephone: 925.680.0265
Fax: 925.689.2405
layouts@sgsignage.com

CLIENT:

CCC Fire Protection District
Attn: Jim Brooks
4005 Port Chicago Hwy, Suite 250
Concord, CA 94520

PROJECT NAME & LOCATION:

CCC FIRE STATION 74
3700 PINOLE VALLEY RD
PINOLE, CA

PROJECT ADMINISTRATION:

Michael Gratton
mgratton@sgsignage.com

Project
Manager

PACKAGE BUILD:

Date	Designer
2024-0523	BE

REVISIONS:

Number	Date	Designer
01	2024-0522	BE

WO# 21344

TO BE INSTALLED

Page 1 of 3

Page 958 of 980

CLIENT:

CCC Fire Protection District
Attn: Jim Brooks
4005 Port Chicago Hwy, Suite 250
Concord, CA 94520

PROJECT NAME & LOCATION:

CCC FIRE STATION 74
3700 PINOLE VALLEY RD
PINOLE, CA

PROJECT ADMINISTRATION:

Michael Gratton | Project
mgratton@sgsignage.com | Manager

PACKAGE BUILD:

Date	Designer
2024-0523	BE

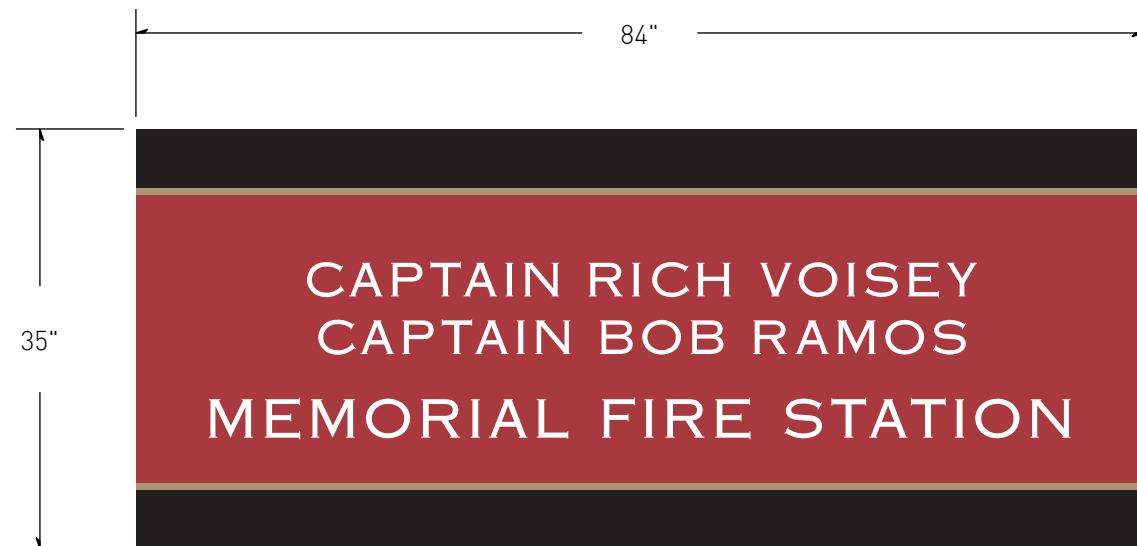
REVISIONS:

Number	Date	Designer
01	2024-0522	BE

WO# 21344
TO BE INSTALLED

QUANTITIES:

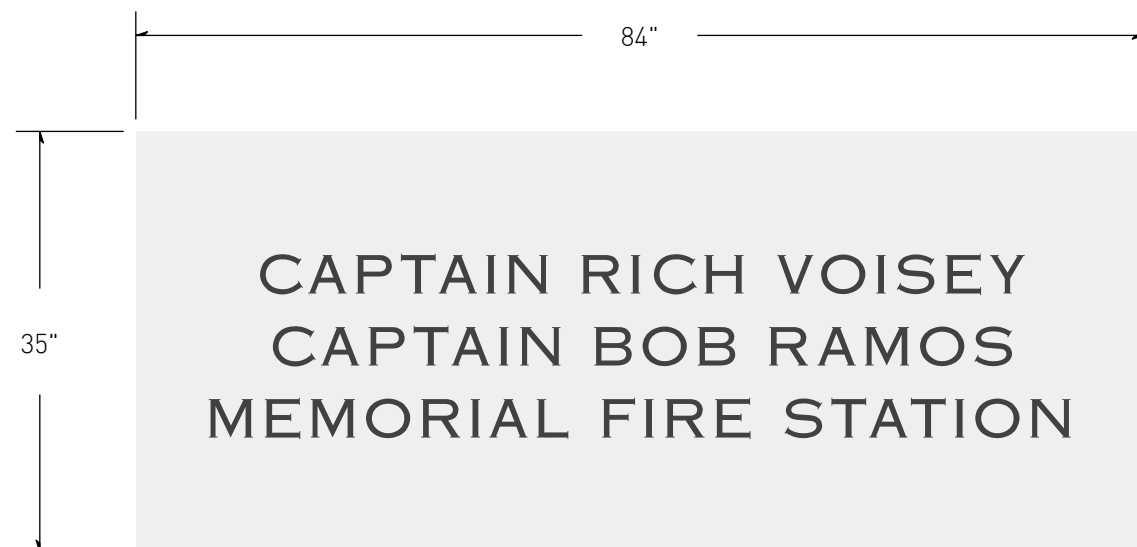
NON- ILLUMINATED PANEL 1



.060" ALUMINUM
DIGITALY PRINTED
APPLIED VINYL
W/MATTE LAMINATE

MOUNT:
1) Z-CLIPS (BLIND) OR
2) SCREWS (4-6 BLACK
PAINTED HEADS
THROUGH SIGN FACE)

1 MEMORIAL PANEL - DETAIL, OPTION 1
SCALE: 3/4" TO 1'



.060" ALUMINUM
DIGITALY PRINTED
APPLIED VINYL
W/MATTE LAMINATE

MOUNT:
1" STANDOFF
1/4" X #20 X 4"
BLIND STUD W/SILICONE

2 MEMORIAL PANEL - DETAIL, OPTION 2
SCALE: 3/4" TO 1'

CLIENT:

CCC Fire Protection District
Attn: Jim Brooks
4005 Port Chicago Hwy, Suite 250
Concord, CA 94520

PROJECT NAME & LOCATION:

CCC FIRE STATION 74
3700 PINOLE VALLEY RD
PINOLE, CA

PROJECT ADMINISTRATION:

Michael Gratton | Project
mgratton@sgsignage.com | Manager

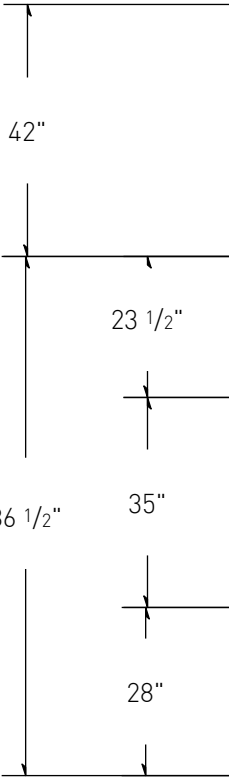
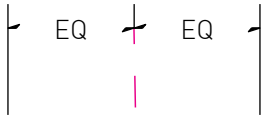
PACKAGE BUILD:

Date	Designer
2024-0523	BE

REVISIONS:

Number	Date	Designer
01	2024-0522	BE

WO# 21344
TO BE INSTALLED





CITY COUNCIL REPORT

9.L.

DATE: SEPTEMBER 3, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: ERIC CASHER, CITY ATTORNEY
SUBJECT: RESOLUTION AMENDING RESOLUTION 2024-59 TO ALIGN WITH THE COUNTY DEADLINES FOR SUBMITTAL OF PRIMARY AND REBUTTAL ARGUMENTS FOR MEASURE I

RECOMMENDATION

Staff recommends the City Council adopt a resolution amending Resolution 2024-59 to align with the County deadlines for submittal of primary and rebuttal arguments for Measure I.

BACKGROUND

On July 16, 2024, the City Council of the City of Pinole adopted a resolution calling for an election to be held on November 5, 2024, and submitting a question to the voters regarding a ½ cent increase in the City's General Transactions and Use Tax (sales tax), titled Measure I. The resolution provided dates and deadlines for submittal of primary and rebuttal arguments for or against the Measure I. The staff report and resolution are attached as Attachment A.

REVIEW AND ANALYSIS

The deadlines established by the resolution were consistent with the California Government Code, but earlier in time than those deadlines established by Contra Costa County. In order to provide more time for submission of ballot arguments and to maintain consistency with the deadlines set by the County, the City now desires to amend the deadlines to match those of Contra Costa County. This amendment to Resolution 2024-59 would ensure that more opportunity is created for submittal of arguments for or against the measure. The Amended Resolution attached as Attachment B amends in its entirety Section 9 of Resolution 2024-59. No other sections of Resolution 2024-59 have been changed in the Amended Resolution.

FISCAL IMPACT

There is no fiscal impact associated with this amendment.

ATTACHMENTS

- A. Resolution Amending Ballot Measure Deadlines
- B. Resolution Placing Sales Tax Measure on Ballot
- C. 07/16/2024 Staff Report

RESOLUTION NO. 2024-XX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE AMENDING
RESOLUTION NO. 2024-59 TO ALIGN WITH CONTRA COSTA COUNTY THE DEADLINES
FOR SUBMISSION OF BALLOT ARGUMENTS FOR MEASURE I**

WHEREAS, on July 16, 2024, the City Council of the City of Pinole (“Council”) adopted Resolution 2024-59 calling for an election to be held on November 5, 2024; and

WHEREAS, the resolution included for consideration of the voters a question regarding whether to approve a ½ cent increase to the general transaction and use tax (sales tax) in the City of Pinole; and

WHEREAS, the resolution also established dates and deadlines by which an individual must submit a primary argument or a rebuttal argument for the measure; and

WHEREAS, the dates established by Resolution 2024-59, were earlier in time than those dates set by Contra Costa County; and

WHEREAS, the City Council of the City of Pinole desires to amend Section 9 and the dates set forth in Resolution 2024-59 to align with the County deadlines for submission of ballot arguments.

WHEREAS, amending Resolution 2024-59 will create more opportunity for members of the public to submit arguments for or against the sales tax measure.

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Pinole hereby declares as follows:

Section 1. The foregoing recitals are true and correct and are hereby incorporated by reference.

Section 2. Section 9 of Resolution No. 2024-59 is amended to read as follows:

- (a) The last day for submission of primary arguments for or against the measure shall be by 5:00 p.m. on August 21, 2024.
- (b) The last day for submission of rebuttal arguments for or against the measure shall be by 5:00 p.m. on August 26, 2024.
- (c) Primary arguments shall not exceed three hundred (300) words and shall be signed by not more than five persons.
- (d) Rebuttal arguments shall not exceed two hundred fifty (250) words and shall be signed by not more than five persons; those persons may be different persons than the persons who signed the primary arguments.
- (e) Pursuant to California Elections Code Section 9282, the City Council hereby designates the Mayor to submit a written argument in favor of the proposed measure, not to exceed three

hundred (300) words, on behalf of the City Council. At the Mayors' discretion, the argument may also be signed by additional signers from the community including bona fide associations, or by individual voters who are eligible to vote on the measure. In the event that an argument is filed against the measure, the Mayor is also authorized to submit a rebuttal argument on behalf of the City Council, which may also be signed by additional signers from the community including bona fide associations or by individual voters who are eligible to vote on the measure, which may be different from those who signed the primary argument.

- (f) Pursuant to California Elections Code Section 9280, the City Council hereby directs the City Clerk to transmit a certified copy of the measure to the City Attorney. The City Attorney shall prepare an impartial analysis of the measure, not to exceed five hundred (500) words in length, showing the effect of the measure on the existing law and the operation of the measure, and file the impartial analysis with the City Clerk by August 9, 2024.
- (g) Pursuant to California Elections Code Section 9285, when the City Clerk has selected the arguments for and against the measure, which will be printed and distributed to the voters, the City Clerk shall send copies of the argument in favor of the measure to the authors of the argument against, and copies of the argument against to the authors of the argument in favor. Rebuttal arguments shall be printed in the same manner as the primary arguments. Each rebuttal argument shall immediately follow the primary argument, which it seeks to rebut.

Section 3. Except as specifically modified herein, all terms and conditions of Resolution 2024-59, Calling an Election to be Held on November 5, 2024, for Voter Consideration of a Ballot Measure to Approve an Additional ½ Cent General Transactions and Use Tax (Sales Tax); Establishing Policies and Procedures in Connection with Such an Election; Requesting that the Contra Costa County Board of Supervisors Consent to the Consolidation of this Election with the Statewide General Election to be Held on the Same Date; and Requesting Certain Services of the Registrar of Voters of Contra Costa County with Respect to the Consolidated General Election, shall remain in full force and effect.

Section 4. The approval of this Resolution is exempt from the California Environmental Quality Act (Public Resources Code §§ 21000 *et. seq.*, “CEQA” and 14 Cal. Code Reg. §§15000 *et. seq.* “CEQA Guidelines”).

PASSED AND ADOPTED this ____ day of September 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

I hereby certify that the foregoing resolution was introduced, passed and adopted on this ____ day of September 2024.

Heather Bell, CMC

City Clerk

RESOLUTION No. 2024-XX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE
CALLING AN ELECTION TO BE HELD ON NOVEMBER 5, 2024, FOR VOTER
CONSIDERATION OF A BALLOT MEASURE TO APPROVE AN ADDITIONAL ½
CENT GENERAL TRANSACTIONS AND USE TAX (SALES TAX); ESTABLISHING
POLICIES AND PROCEDURES IN CONNECTION WITH SUCH AN ELECTION;
REQUESTING THAT THE CONTRA COSTA COUNTY BOARD OF SUPERVISORS
CONSENT TO THE CONSOLIDATION OF THIS ELECTION WITH THE
STATEWIDE GENERAL ELECTION TO BE HELD ON THE SAME DATE; AND
REQUESTING CERTAIN SERVICES OF THE REGISTRAR OF VOTERS OF
CONTRA COSTA COUNTY WITH RESPECT TO THE CONSOLIDATED
GENERAL MUNICIPAL ELECTION**

WHEREAS, like many cities in California, the City of Pinole faces significant short and long-term financial challenges, which have been exacerbated by high inflation in recent years; and

WHEREAS, the City of Pinole's economic health is dependent on a diverse revenue base; and

WHEREAS, the cost of providing services to residents and businesses exceeds the resources that are currently available in the short and long-term; and

WHEREAS, unless the City acts, its annual deficit will grow to at least \$1,600,000 next fiscal year alone; and

WHEREAS, addressing the budget challenges will require a mix of strategies, including reducing expenses and increasing revenue; and

WHEREAS, without identifying an additional source of reliable local revenue, the City would be forced to make severe cuts in funding for fire and police protection, 911 emergency response times, pothole repairs, park maintenance, and other essential city services and

WHEREAS, according to independent engineers, Pinole has approximately \$32,000,000 in road and infrastructure repairs, and road conditions will continue to deteriorate; and

WHEREAS, the longer roads go without repair, the more expensive it will be to fix; and

WHEREAS, the City seeks to keep Pinole safe and needs funding to maintain neighborhood police patrols, continue investments in crime prevention programs, and maintain police 911 response times at a time when other parts of the Bay Area are struggling with rising crime; and

WHEREAS, the City has already taken several cost-cutting measures to address the long-term structural deficit, including within the City's adopted FY 24-25 budget; and

WHEREAS, failure of the City to increase revenue will result in additional cuts and impact the City's ability to provide essential services; and

WHEREAS, the City authorized to levy a Transactions and Use Tax (“Sales Tax”) for general purposes pursuant to California Revenue and Taxation Code sections 7285.9 and 7292.8, subject to approval by a majority vote of the electorate pursuant to Article XIIC, section 2 of the California Constitution; and

WHEREAS, passage of a modest increase in the local sales tax rate will provide approximately \$2.5 million annually to preserve the most essential city services that keep Pinole safe and maintain quality of life for residents; and

WHEREAS, a sales tax is paid not just by Pinole residents but also by visitors who shop in Pinole and utilize local services and infrastructure; and

WHEREAS, essential purchases like groceries and medicine are exempt from sales tax, ensuring that this measure is not a burden to those on fixed or limited incomes who spend mostly on essential items; and

WHEREAS, pursuant to California Elections Code section 9222, the City Council has authority to place local measures on the ballot to be considered at a Municipal Election; and

WHEREAS, the City Council would like to submit to the voters at the November 5, 2024 General Municipal Election a measure to adopt an additional ½-cent local Sales Tax until ended by the voters; and

WHEREAS, all funds from the proposed measure are subject to strict fiscal accountability protections, to ensure that all funds are spent properly; and

WHEREAS, all funds from the proposed measure will be locally controlled and spent for local needs, and no funds can be taken by the State; and

WHEREAS, the proposed measure would approve a new Sales Tax on the sale of tangible personal property and the storage, use, or other consumption of such property until repealed by votes. The Sales Tax revenue would be collected by the State and remitted to the City. The tax shall be approved if the measure receives at least a simple majority of affirmative votes of those voting on the measure; and

WHEREAS, the City Council desires that the proposed Measure be consolidated with the November 5, 2024 general election, to be held on the same date, and that within the City, the polling places and election officers of the two elections be the same, and that the Contra Costa County Election Department canvass the returns of the general election and that the election be held in all respects as if there were only one election.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Pinole hereby declares as follows:

Section 1. The foregoing recitals are true and correct and are hereby incorporated by reference.

Section 2. The City Council is authorized to present a measure to the voters for their consideration pursuant to Elections Code Section 9222 and Government Code Section 53724.

Section 3. Pursuant to California Constitution Article XIII C, Section 2, Government Code Section 53724, and Elections Code Section 9222, the City Council of the City of Pinole hereby calls an election at which it shall submit to the qualified voters of the City, the City of Pinole 2024 Transactions and Use Tax, which if approved, such tax measure would adopt a ½- cent general transactions and use (sales) tax, as authorized by Revenue and Taxation Code sections 7285.9 and 7292.8. This measure shall be designated by letter by the Contra Costa County Registrar of Voters. Pursuant to Election Code Section 10400 *et.seq.*, the election for this measure shall be consolidated with the general election to be conducted on November 5, 2024.

Section 4. The City Council does hereby submit for adoption by the qualified voters of the City of Pinole at the General Municipal Election of November 5, 2024, the following question:

To maintain Pinole’s fiscal stability, prevent cuts, provide essential City services such as: maintaining 911 emergency response times/fire prevention; preventing property crimes; keeping public areas/parks safe and clean; providing clean water; repairing potholes/streets; retaining/attracting local businesses; other general services; shall a measure be adopted establishing a 1/2¢ sales tax providing \$2,500,000 annually until ended by voters if approved by the State, requiring audits, spending disclosure, all funds spent for Pinole?	YES	
	NO	

Section 5. The full text of the proposed measure to be submitted to the voters is attached as Exhibit A (the “Measure”) hereto. If a simple majority of the qualified voters voting on the Measure vote in favor therefor, the Measure shall be deemed adopted and shall be in full force and effect ten (10) days after the date the vote is declared by the City Council of the City of Pinole. The City Council hereby approves the Measure, attached as Exhibit A, the form thereof, and its submission to the voters of Pinole at the November 5, 2024 election.

Section 6. The Board of Supervisors of Contra Costa County is hereby requested to order the Contra Costa County Registrar of Voters to provide such services as may be necessary to properly and lawfully hold and conduct a Consolidated General Municipal Election in the City on November 5, 2024, pursuant to this Resolution, including but not restricted to the providing and printing of ballots and polling place cards, election supplies, voting booths, flags, registration lists and any other materials and services required to lawfully conduct the election. The City recognizes that additional costs will be incurred by the County by reason of this Consolidated General Municipal Election, and the City agrees to reimburse the County based on the County’s established rates. This request is made pursuant to California Elections Code Sections 10002 and 10403.

Section 7. The City Clerk is authorized, instructed and directed to work with the Office of the Registrar of Voters as needed to properly and lawfully conduct the election. The ballots to be used in the election shall be in form and content as required by law. The Office of the Registrar of Voters is authorized to canvass the returns of the general municipal election. In all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections. The City Clerk is directed to file a certified copy of this resolution with the Board of Supervisors of Contra Costa County and the Registrar of Voters of Contra Costa County.

Section 8. Unless otherwise specified in this Resolution, the General Municipal Election shall be held and conducted as provided by law for holding municipal elections.

Section 9.

(a) The last day for submission of primary arguments for or against the measure shall be by 5:00 p.m. on July 30, 2024.

(b) The last day for submission of rebuttal arguments for or against the measure shall be by 5:00 p.m. on August 9, 2024.

(c) Primary arguments shall not exceed three hundred (300) words and shall be signed by not more than five persons.

(d) Rebuttal arguments shall not exceed two hundred fifty (250) words and shall be signed by not more than five persons; those persons may be different persons than the persons who signed the primary arguments.

(e) Pursuant to California Elections Code Section 9282, the City Council hereby designates the Mayor to submit a written argument in favor of the proposed measure, not to exceed three hundred (300) words, on behalf of the City Council. At the Mayors' discretion, the argument may also be signed by additional signers from the community including bona fide associations, or by individual voters who are eligible to vote on the measure. In the event that an argument is filed against the measure, the Mayor is also authorized to submit a rebuttal argument on behalf of the City Council, which may also be signed by additional signers from the community including bona fide associations or by individual voters who are eligible to vote on the measure, which may be different from those who signed the primary argument.

(f) Pursuant to California Elections Code Section 9280, the City Council hereby directs the City Clerk to transmit a certified copy of the measure to the City Attorney. The City Attorney shall prepare an impartial analysis of the measure, not to exceed five hundred (500) words in length, showing the effect of the measure on the existing law and the operation of the measure, and file the impartial analysis with the City Clerk by August 9, 2024.

(g) Pursuant to California Elections Code Section 9285, when the City Clerk has selected the arguments for and against the measure, which will be printed and distributed to the voters, the City Clerk shall send copies of the argument in favor of the measure to the authors of

the argument against, and copies of the argument against to the authors of the argument in favor. Rebuttal arguments shall be printed in the same manner as the primary arguments. Each rebuttal argument shall immediately follow the primary argument, which it seeks to rebut.

Section 10. (a) The City Clerk is directed to file a certified copy of this resolution with the Board of Supervisors of Contra Costa County and the Contra Costa County Elections Department. The City Clerk is hereby authorized and directed to take all steps necessary to place the Measure on the ballot and to cause a synopsis of the Measure attached as Exhibit A to be published once in a newspaper of general circulation in accordance with California Elections Code Section 12111 and California Government Code Section 6061. A copy of the Measure shall be made available to any voter upon request. The City Clerk is authorized and directed to give further additional notice of the Measure in the time, form, and manner required by law.

(b) In all particulars not recited in this Resolution, and except as provided for in Elections Code Sections 10403 and 10418, the election shall be held and conducted as provided by law for holding municipal elections.

Section 11. The City Manager, City Attorney and City Clerk are authorized to make all approvals, expend funds, enter into any agreements, and take any and all actions necessary or appropriate to carry out and implement the terms of this Resolution and to administer the City's obligations, responsibilities and duties to be performed herein.

Section 12. The jurisdictional boundaries of the City of Pinole have not changed since the last general municipal election.

Section 13. The approval of this Resolution is exempt from the California Environmental Quality Act (Public Resources Code §§ 21000 *et seq.*, "CEQA," and 14 Cal. Code Reg. §§ 15000 *et seq.*, "CEQA Guidelines"). The transactions and use tax to be submitted to the voters is a general tax that can be used for any legitimate governmental purpose; it is not a commitment to any particular action. Accordingly, under CEQA Guidelines section 15378(b)(4), the tax is not a project within the meaning of CEQA because it creates a government funding mechanism that does not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment. If revenue from the tax were used for a purpose that would have either such effect, the City would undertake the required CEQA review for that particular project.

PASSED AND ADOPTED this 16th day July 2024, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

I hereby certify that the foregoing resolution was introduced, passed and adopted on this 16th day of July 2024.

Heather Bell, CMC
City Clerk



CITY COUNCIL REPORT

11.A.

DATE: JULY 16, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: MARKISHA GUILLORY, FINANCE DIRECTOR
ERIC CASH, CITY ATTORNEY
SUBJECT: RESOLUTION PLACING ½-CENT SALES TAX MEASURE ON NOVEMBER 5, 2024 BALLOT

RECOMMENDATION

Staff recommends the City Council adopt a resolution placing a ½-cent sales tax measure on the November 5, 2024 ballot.

BACKGROUND

At its November 7, 2023 meeting, the City Council considered the City's long term financial plan forecast and related strategies. As further described in the November 7th staff report, the twenty-year General Fund status quo financial forecast shows that the City's ongoing General Fund revenues are forecasted to grow at a slower rate than its ongoing expenditures, which results in a growing imbalance over time. The City's annual deficit will grow to at least \$1,600,000 next fiscal year alone, giving rise to the possibility of reductions in fire and police protection, 911 emergency response times, pothole repairs, park maintenance, and other essential city services. Pinole has a backlog of approximately \$32 million in road and infrastructure repairs.

During that and subsequent meetings, the City Council considered a wide range of possible measures to raise revenue, including potential ballot measures to create additional sources of reliable, locally-controlled revenue that is solely for the benefit of Pinole and specifically cannot be taken by the County or State.

The City retained a public opinion research specialist to conduct a statistically valid community survey on potential local ballot measures to gather information regarding the viability of establishing additional funding sources during the November 2024 election cycle. The survey results indicated that 62% of Pinole voters would support a ballot measure enacting an additional ½-cent sales tax. This mechanism requires a simple majority vote to enact.

On May 7, 2024, the City Council directed staff to prepare a ballot measure submitting a ½ cent sales tax to the voters for consideration during the November 5, 2024 general election. The sales tax will be a general tax, the proceeds of which can be used for any municipal purpose. At that meeting, the Council also received information on the priorities identified by residents for any new locally-generated funding:

- Providing clean water
- Maintaining 911 emergency response times
- Keeping public areas and parks healthy, safe, and clean
- Keeping funds local
- Maintaining fire protection and response
- Maintaining crime prevention programs

Sales tax is levied on the purchase of goods and some services and is charged as a percentage of the cost of a purchase. Sales tax can vary by jurisdiction. It is levied and collected by the seller at the point of sale, then remitted to the State and apportioned to the appropriate local agency. Sales tax is paid not just by Pinole residents but also by visitors who shop in Pinole and utilize local services and infrastructure. Essential purchases like groceries and medicine are exempt from sales tax, ensuring that this measure is not a burden to those on fixed or limited incomes who spend mostly on essential items.

Pinole's electorate strongly values self-reliance and local control over taxpayer dollars and have enacted local funding measures including two a ½ cent local sales taxes in November 2006 (Measure S 2006) and in November 2014 (Measure S 2014) both of which have terms until ended by voters.

The standard sales tax rate in California is 7.25%. Of this amount, the City receives the standard 1% sales tax (known as the Bradley Burns Sales Tax). Generally, local agencies may increase the sales tax by a combined total amount of 2%. This includes sales taxes imposed by the City, County, and other local agencies. Pinole has previously enacted a 1% total sales tax, BART has a 0.5% sales tax, Contra Costa County has a 0.5% sale tax, and the Contra Costa County Transportation Authority has a 0.5% sales tax, for a total amount of 2.5%. This is possible because state law provides that BART's sale tax does not count against the 2% cap. Accordingly, the sales tax in Pinole is currently 9.75%.

Because other local agencies have already enacted similar mechanism, the County limit had already been reached. City staff and legislative advocates have worked closely with our State representatives to address this issue. Specifically, AB 3259 (sponsored by Assembly Member Wilson) has been amended to include language authorizing the City of Pinole to enact, subject to voter approval, a 2024 ½-cent sales tax measure. As the Governor is not expected to sign this legislation until after the July 16th City Council meeting, the official ballot documents note they are contingent upon state approval.

REVIEW AND ANALYSIS

The proposed Resolution, if adopted, would place a measure on the ballot for consideration by the voters during the November 5, 2024 general election. If approved by the voters, the proposed measure would adopt an additional ½ cent sales tax, which would remain in effect until ended by the voters. The exact text of the measure (which is in the form of an Ordinance) that will be submitted to voters is included as Exhibit A of the Resolution. The vast majority of the text of the Ordinance is required by the California Department of Tax and Fee Administration, which is responsible for the administration and collection sales taxes.

The question that will be presented to voters, and included on the ballot itself, is proposed as follows:

To maintain Pinole's fiscal stability, prevent cuts, provide essential City services such as: maintaining 911 emergency response times/fire prevention; preventing property crimes; keeping public areas/parks safe and clean; providing clean water; repairing potholes/streets; retaining/attracting local businesses; other general services; shall a measure be adopted establishing a 1/2¢ sales tax providing \$2,500,000 annually until ended by voters if approved by the State, requiring audits, spending disclosure, all funds spent for Pinole?	Yes No
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The Resolution also requests that the County Board of Supervisors approve consolidating the election on this measure with the November 5, 2024 general election, and asks the County Registrar of Voters to conduct the election. The Resolution also establishes deadlines for individuals to submit arguments in favor/against the measure, as well as deadlines for rebuttal arguments. The Mayor is authorized to submit arguments in favor of the measure on behalf of the City, which may be signed by up to 4 additional individuals.

Because the proposed sales tax is a general tax, approval of the Resolution to place the proposed measure on the November 2024 ballot requires a four-fifths vote of the City Council. In order to pass, the Measure must receive a simple majority (50%+1) of votes during the election.

FISCAL IMPACT

In addition to staff time and City Attorney related to election administration, the estimated costs for running a consolidated election with the County is \$2.00 to \$3.00 per registered voter, or approximately \$25,000, which is budgeted annually as a standard practice. If the City runs a ballot measure in the same election cycle, the cost will increase by a factor which is estimated at about \$0.50 or less per registered voter. These costs are charged by the Contra Costa County ROV.

ATTACHMENTS

- A. Resolution Placing Sales Tax Measure on Ballot (Final)
- B. Exhibit A to Resolution - Ordinance 2024 Sales Tax



CITY COUNCIL REPORT

10.A.

DATE: SEPTEMBER 3, 2024
TO: MAYOR AND COUNCIL MEMBERS
FROM: ERIC CASHER, CITY ATTORNEY
SUBJECT: INTRODUCTION AND FIRST READING OF ORDINANCE ADDING
CHAPTER 9.19 "SAFE STORAGE OF FIREARMS" TO THE PINOLE
MUNICIPAL CODE

RECOMMENDATION

Staff recommends the City Council conduct a public hearing and waive the first reading of an ordinance adding Chapter 9.19 "Safe Storage of Firearms" to the Pinole Municipal Code

BACKGROUND

The City of Pinole does not currently regulate the storage of firearms in residences or vehicles within the Municipal Code. It is widely recognized that there are many risks associated with keeping a firearm unlocked or a loaded firearm not stored in a locked container, such as risk of injury, death, and theft. Requiring that a firearm be stored in a locked container and/or with a trigger lock provides safety and does not interfere with one's ability to defend their home.

California Penal Code Section 25100 makes it illegal to store a firearm on premises if the firearm owner "knows or reasonably should know that a child is likely to gain access to the firearm without the permission of the child's parent or legal guardian" and the child actually gains access to the firearm. The level of penalty depends on what happens to the firearm once the child has possession. A person may be found to have violated this law even if a minor never actually accessed or used the firearm.

Under the Penal Code section 25105, there is no criminal liability for violation of 25100 if the firearm is kept in a locked container or in a location that a reasonable person would believe to be secure," or "if the firearm was locked with a locking device making the firearm inoperable." Penal Code Sections 25105.

Many neighboring cities in the Bay Area have enacted ordinances requiring the Safe Storage of Firearms, such as Union City, Walnut Creek, Mountain View, Lafayette, and Oakland. These cities' ordinances generally require that firearms not within the immediate control and possession of their owner be stored in a secure container and/or have a locking device.

At the March 25, 2024, the Municipal Code Update Subcommittee was presented with examples of safe storage of firearms ordinances from Bay Area cities and provided feedback for the drafting of the ordinance in Attachment A. The Subcommittee reviewed multiple drafts of the ordinance at the April and May 2024 meetings. Some revisions to the initial draft ordinance were requested by the subcommittee members, including applying the requirements

related to storage of ammunition to residences, and establishing penalties for violations of the ordinance.

REVIEW AND ANALYSIS

The proposed ordinance regulates the storage of firearms and would aim to reduce the risk of firearm related injuries and deaths by requiring the safe storage of firearms in residences. The ordinance would require firearms to be stored in a locked container or disabled with a trigger lock when stored in residences, and for ammunition to be stored in a locked container as well. Otherwise, gun owners must have the firearm in their close-proximity and control.

For firearm storage in unattended vehicles, any and all firearms must be disabled with a trigger lock in a locked container in the locked trunk of a vehicle, without the key or disabling device to the lock box in the vehicle. For vehicles with four (4) or more wheels and lacking a trunk, Firearms and Ammunition must be in a locked container that is permanently affixed to the vehicle and underneath a seat, or covered, or otherwise outside the view of the public.

Some exceptions exist- such as when gun owners have the firearm in their close-proximity and control, or are serving as an on-duty law enforcement officer.

All violations of the residential requirements are classified as a misdemeanor. The first violation of the vehicle requirements is an infraction, and all subsequent violations are misdemeanors. The maximum fine the City can impose under state law for a violation that is classified as a misdemeanor is \$1,000.

FISCAL IMPACT

The fiscal impact of adopting the proposed ordinance would be nominal. The costs associated with enforcement of the proposed Ordinance would be nominal.

ATTACHMENTS

A. Safe Storage of Firearms Ordinance

ORDINANCE NO. XX

AN ORDINANCE OF THE CITY OF PINOLE ADDING CHAPTER 9.19 “SAFE STORAGE OF FIREARMS” TO THE PINOLE MUNICIPAL CODE

WHEREAS, the City of Pinole does not presently regulate firearms storage within residential locations in the city’s Municipal Code; and

WHEREAS, firearm injuries have a significant adverse public health and safety impact nationally, regionally, and locally; and

WHEREAS, improperly stored firearms may result in accidental firearm injuries and/or deaths, particularly in homes with children; and

WHEREAS, in California, numerous people die each year from injuries related to firearms, and many more are hospitalized for non-fatal gunshot wounds; and

WHEREAS, having a loaded firearm or unlocked firearm in the home has been associated with an increased risk of firearm-related injury and death, as well as theft of the firearm; and

WHEREAS, a firearm stored while loaded or unlocked increases the risk of accidental shooting; and

WHEREAS, utilizing gun locks or lock boxes when storing firearms in the home reduces the risk of firearm injury and death, as well as theft; and

WHEREAS, keeping a firearm locked when it is not being carried ensures that it cannot be accessed or used by others without the owner’s knowledge or permission, decreasing the risk that the gun will be used to commit suicide, homicide, or inflict injury, whether intentionally or unintentionally; and

WHEREAS, requiring stored, unsupervised firearms to be secured with gun locks or in a locked container does not substantially burden the right or ability to use the firearms for self-defense in the home; and

WHEREAS, the City Council wishes to add Chapter 9.19 of the Pinole Municipal Code to require the safe storage of firearms in residences and vehicles.

NOW, THEREFORE, the City Council of the City of Pinole does ordain as follows:

SECTION 1. Recitals.

The City Council hereby finds that all of the foregoing recitals are true and correct and are hereby incorporated and adopted as findings of the City Council as if fully set forth herewith.

SECTION 2. Pinole Municipal Code Chapter 9.19.

Chapter 9.19 “Storage of Firearms” is hereby added to the Pinole Municipal Code as provided in Exhibit A, incorporated herein by this reference.

SECTION 3. Severability.

SECTION 4. Publication and Effective Date.

This Ordinance shall become effective thirty (30) days after its adoption. The City Clerk shall have this Ordinance published in a newspaper of general circulation within fifteen (15) days after its adoption or have a summary of the Ordinance published twice in a newspaper of general circulation, once five days before its adoption and again fifteen days after its adoption.

The foregoing Ordinance was PASSED AND ADOPTED by the City Council of the City of Pinole, at a regular meeting of said Council on _____ by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

City Clerk

APPROVED:

Maureen Toms, Mayor

EXHIBIT A – DRAFT SAFE STORAGE OF FIREARMS ORDINANCE

CHAPTER 9.19 SAFE STORAGE OF FIREARMS

9.19.10 Definitions

“Ammunition” means a bullet, cartridge, magazine, clip, speed loader, autoloader or projectile capable of being fired from a firearm with a deadly consequent.

“Close proximity and control” means within arm’s reach of a person who is actively paying attention to the firearm such that they could gain control of the weapon before an unauthorized person could access the weapon.

“Firearm” means any gun, pistol, revolver, rifle or any device, designed or modified to be used as a weapon, from which is expelled through a barrel a projectile by the force of an explosion or other form of combustion.

“Locked container” means a locked container as defined in Penal Code Section 16850, as amended from time to time, and as listed on the California Department of Justice Bureau of Firearms roster of approved firearm safety devices.

“Peace officer” means a peace officer as defined in California Penal Code Section 830 as amended from time to time.

“Residence” means any structure intended or used for human habitation, including, but not limited to, houses, condominiums, rooms, in-law units, motels, hotels, single room occupancies, time shares and recreational and other vehicles where human habitation occurs.

“Trigger lock” means a trigger lock that is listed on the California Department of Justice’s roster of approved firearms safety devices and that is identified as appropriate for that firearm by reference to either the manufacturer and model of the firearm or to the physical characteristics of the firearm that match those listed on the roster for use with the device under California Penal Code Section 23655(d), as amended from time to time.

“Trunk” means a fully enclosed compartment that is separate from the main cabin of the vehicle.

“Unattended vehicle” means that a person aged eighteen (18) or over is not present in the vehicle.

“Vehicle” means a vehicle as defined in California Vehicle Code Section 415, as amended from time to time.

9.19.20 Safe Storage of Firearms in Residences.

Except when carried on the person of an individual not prohibited from the ownership or possession of a firearm or when in the close-proximity and control of a person not prohibited from the ownership or possession of a firearm, no person shall keep a firearm or ammunition in any residence unless:

- a. The firearm is stored in a locked container, or the firearm is disabled with a trigger lock.
- b. The ammunition is stored in a locked container.

9.19.30 Safe Storage of Firearms and Ammunition in Vehicles.

a. No person shall store or keep a Firearm or Ammunition in a vehicle unless the Firearm or Ammunition is stored:

- 1. For any and all Firearms, disabled with a trigger lock in a locked container in the locked trunk of a vehicle.
- 2. The key or other disabling device to the lock box is not left in the unattended vehicle.
- 3. For vehicles with four (4) or more wheels and lacking a trunk, Firearms and Ammunition must be in a locked container that is permanently affixed to the vehicle and underneath a seat, or covered, or otherwise outside the view of the public.
- 4. For vehicles with fewer than four (4) wheels and lacking a trunk, in a locked container that is permanently affixed to the vehicle.

b. Notwithstanding subsections (a)(1) to (3), no person may place, store or keep a Firearm or Ammunition overnight in a vehicle.

c. This Section is not intended to conflict with any applicable state or federal law.

d. This Section is intended to apply to all vehicles within the City of Pinole. However, nothing in this Section shall apply to on-duty peace officers or to federal officers or military personnel who are acting within the scope of their authority and discharging their official duties.

9.19.40 Exceptions

a. Subsections 9.19.20 and 9.19.30 do not apply when a Firearm is carried on the person of, or is otherwise in the immediate control and possession of, an individual in accordance with applicable local, State, and/or Federal laws.

b. Subsections 9.19.20 and 9.19.30 do not apply when a Firearm is carried on the person of, or is otherwise in the immediate control and possession of an on-duty peace officer (as defined in California Penal Code Sections 830 et. seq., as amended from time to time) who is on duty.

c. To encourage reporting of lost or stolen Firearms (as defined in California Penal Code section 16520, as amended from time to time), a person who complies with California Penal Code Section 25250 by reporting the loss or theft of a Firearm they own or possess to a local law enforcement agency within five days from the time they knew or reasonably should have known the Firearm had been lost or stolen shall not be prosecuted for violation of subsections 9.19.20 or 9.19.30.

d. It is not the intention of this section to regulate any conduct if the regulation of such conduct has been preempted by State or Federal law.

9.19.50 Reporting Theft or Loss to Law Enforcement.

Nothing in this ordinance affects a person's obligations to report that a Firearm has been lost or stolen to local authorities within 24 hours of the time they knew or reasonably should have known that the firearm had been lost or stolen.

9.19.60 Violations

a. A person who violates Section 9.19.20 is guilty of a misdemeanor.

b. A person who violates Section 9.19.30 for the first time is guilty of an infraction. A person who violates Section 9.19.30 for a second time, and all subsequent violations, is guilty of a misdemeanor.

c. In addition to the penalties provided for herein, any violation of this Chapter may be punished pursuant to the provisions of Chapter 1.12 of this Code.

d. Notwithstanding anything in this Code to the contrary, a violation of this chapter that is designated as a misdemeanor may be punishable by a fine of up to one thousand dollars per violation.