

CITY OF MENIFEE

PROFESSIONAL SERVICES AGREEMENT

CIP 17-01 EVANS PARK CEQA SERVICES: INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION (IS/MND)

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is made and effective this _____ day of _____, 2021 (“Effective Date”) by and between the CITY OF MENIFEE, a California municipal corporation, (“City”) and **HELIX ENVIRONMENTAL PLANNING, INC.**, a California Corporation (“Consultant”). City and Consultant may sometimes herein be referred to individually as a “Party” and collectively as the “Parties.”

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 Services, attached hereto as Exhibit A and incorporated herein by this reference (the “Services”). Consultant will perform subsequent task orders as requested by the Contract Administrator (as defined below), in accordance with the Scope of Services. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, this Agreement shall prevail.

1.1 Term of Services. The term of this Agreement shall begin on **June 16, 2021** and shall end on **December 31, 2022** unless the term of this 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 City’s right to terminate this Agreement, as provided for in Section 8.

1.2 Standard of Performance. Consultant represents and warrants that Consultant is a provider of first class work and services and Consultant is experienced in performing the Services contemplated herein and, in light of such status and experience, Consultant shall perform the 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 and to the sole satisfaction of the Contract Administrator.

1.3 Assignment of Personnel. Consultant shall assign only competent personnel to perform the Services pursuant to 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 the Services pursuant to this Agreement as may be reasonably necessary to satisfy Consultant’s obligations hereunder.

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

1.6 Covid-19 Safety. If Consultant enters City property or meets in person with City employees during the performance of the Services, Consultant shall comply with all State, County, and local emergency orders, directives, protocols, and best practices related to the COVID-19 pandemic, including, but not limited to: (A) wearing facial coverings, (B) maintaining adequate physical distancing when possible, (C) regular hand washing, and (D) regular hand sanitizing.

SECTION 2. COMPENSATION.

City hereby agrees to pay Consultant a sum not to exceed **ONE HUNDRED FORTY FOUR THOUSAND TWO HUNDRED NINETY ONE DOLLARS AND ZERO CENTS (\$144,291.00)** notwithstanding any contrary indications that may be contained in Consultant's proposal, for the Services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Exhibit A, regarding the amount of compensation, this Agreement shall prevail. City shall pay Consultant for the 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 the Services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized in advance by City, Consultant shall not bill City for duplicate services performed by more than one person.

2.1 Invoices. Consultant shall submit invoices monthly during the term of this Agreement, based on the cost for the Services performed and reimbursable costs incurred prior to the invoice date. Invoices shall contain the following information:

- a. Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- b. The beginning and ending dates of the billing period;
- c. A "Task Summary" containing the original contract amount, the amount of prior billings, the total due this period, the balance available under this Agreement, and the percentage of completion;
- d. At City's option, for each item in each task, a copy of the applicable time entries or time sheets shall be submitted showing the name of the person performing the Services, the hours spent by each person, a brief description of the Services, and each reimbursable expense;
- e. The total number of hours of work performed under this Agreement by Consultant and each employee, agent, and subcontractor of Consultant performing the Services hereunder necessary to complete the Services described in Exhibit A;
- f. Receipts for expenses to be reimbursed;

g. The Consultant Representative's signature.

Invoices shall be submitted to:

City of Menifee
Attn: Accounts Payable
29844 Haun Road
Menifee, CA 92586

2.2 Monthly Payment. City shall make monthly payments, based on invoices received, for the Services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have thirty (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 five percent (5%) of the total amount due pursuant to this Agreement within sixty (60) days after completion of the Services and submittal to City of a final invoice, if all of the Services required have been satisfactorily performed.

2.4 Total Payment. City shall not pay any additional sum for any expense or cost whatsoever incurred by Consultant in rendering the 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 entirety of the Services performed pursuant to this Agreement, unless this Agreement is modified in writing prior to the submission of such an invoice.

2.5 Hourly Fees. Fees for the Services performed by Consultant on an hourly basis shall not exceed the amounts shown on the fee schedule included with Exhibit A.

2.6 Reimbursable Expenses. Reimbursable expenses are included within the maximum amount of this Agreement.

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

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

SECTION 3. FACILITIES AND EQUIPMENT.

Except as otherwise provided, Consultant shall, at its sole cost and expense, provide all facilities and equipment necessary to perform the services required by this Agreement. City shall make available to Consultant only 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 City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall City be required 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.

SECTION 4. INSURANCE REQUIREMENTS.

Before beginning any work under this Agreement, Consultant, at its own cost and expense, shall procure the types and amounts of insurance checked below and provide Certificates of Insurance, indicating that Consultant has obtained or currently maintains insurance that meets the requirements of this section and which is satisfactory, in all respects, to City. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in Consultant's compensation. Consultant shall not allow any subcontractor, consultant or other agent to commence work on any subcontract until Consultant has obtained all insurance required herein for the subcontractor(s) and provided evidence thereof to City. Verification of the required insurance shall be submitted and made part of this Agreement prior to execution. Consultant acknowledges the insurance policy must cover inter-insured suits between City and other Insureds.

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 pursuant to the provisions of the California Labor Code. Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than ONE MILLION DOLLARS (\$1,000,000.00) per accident, ONE MILLION DOLLARS (\$1,000,000.00) disease per employee, and ONE MILLION DOLLARS (\$1,000,000.00) disease per policy. In the alternative, Consultant may rely on a self-insurance program to meet those requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of the Contract Administrator. The insurer, if insurance is provided, or Consultant, if a program of self-insurance is provided, shall waive all rights of subrogation against City and its officers, officials, employees, and authorized volunteers for loss arising from the Services performed under this Agreement.

4.2 Commercial General and Automobile Liability Insurance.

a. 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 ONE MILLION DOLLARS (\$1,000,000.00) per occurrence, combined single limit coverage, for risks associated with the Services contemplated by this Agreement, TWO MILLION DOLLARS (\$2,000,000.00) general aggregate, and TWO MILLION DOLLARS (\$2,000,000.00) products/completed operations aggregate. If a Commercial General Liability Insurance or an Automobile Liability Insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the Services to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection

against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from the Services contemplated under this Agreement, including the use of hired, owned, and non-owned automobiles.

b. Minimum scope of coverage. Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001 Code 2, 8, and 9. No endorsement shall be attached limiting the coverage.

c. Additional requirements. Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.

b. Any failure of Consultant to comply with reporting provisions of the policy shall not affect coverage provided to City and its officers, employees, agents, and volunteers.

4.3 Professional Liability Insurance.

a. 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 the Services pursuant to this Agreement in an amount not less than ONE MILLION DOLLARS (\$1,000,000) covering the licensed professionals' errors and omissions. Any deductible or self-insured retention shall be shown on the Certificate. If the deductible or self-insured retention exceeds TWENTY-FIVE THOUSAND DOLLARS (\$25,000), it must be approved by City.

b. 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 no later than the commencement of the Services.

b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after the expiration or termination of this Agreement or completion of the Services, so long as commercially available at reasonable rates.

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 Effective Date of this Agreement, Consultant must provide extended reporting coverage for a minimum of five (5) years after the expiration or termination of this Agreement or the completion of the Services. Such continuation coverage may be provided by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the Services under this Agreement. City shall have the

right to exercise, at Consultant's sole cost and expense, any extended reporting provisions of the policy, if Consultant cancels or does not renew the coverage.

d. A copy of the claim reporting requirements must be submitted to City prior to the commencement of the Services under this Agreement.

4.4 All Policies Requirements.

a. 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 and admitted in California.

b. Verification of coverage. Prior to beginning the Services under this Agreement, Consultant shall furnish City with Certificates of Insurance, additional insured endorsement or policy language granting additional insured status complete certified copies of all policies, including complete certified copies of all endorsements. All copies of policies and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. The Certificate of Insurance must include the following reference: **CIP 17-01 EVANS PARK CEQA SERVICES: INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION (IS/MND) OR ENVIRONMENTAL IMPACT REPT (EIR).** The name and address for Additional Insured endorsements, Certificates of Insurance and Notice of Cancellation is: City of Menifee, 29844 Haun Road, Menifee, CA 92586. City must be endorsed as an additional insured for liability arising out of ongoing and completed operations by or on behalf of Consultant.

c. Notice of Reduction in or Cancellation of Coverage. Consultant shall provide written notice to City within ten (10) working days if: (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; or (3) the deductible or self insured retention is increased.

d. Additional insured; primary insurance. City and its officers, employees, agents, and authorized volunteers shall be covered as additional insureds with respect to each of the following: liability arising out of the Services performed by or on behalf of Consultant, including the insured's general supervision of Consultant; products and completed operations of Consultant, as applicable; premises owned, occupied, or used by Consultant; and automobiles owned, leased, or used by Consultant in the course of providing the Services pursuant to this Agreement. The coverage shall contain no special limitations on the scope of protection afforded to City or its officers, employees, agents, or authorized volunteers. The insurance provided to City as an additional insured must apply on a primary and non-contributory basis with respect to any insurance or self-insurance program maintained by City. Additional insured status shall continue for one (1) year after the expiration or termination of this Agreement or completion of the Services.

A certified endorsement must be attached to all policies stating that coverage is primary insurance with respect to City and its officers, officials, employees, and volunteers, and that no insurance or self-insurance maintained by City shall be called upon to contribute to a loss under the coverage.

e. Deductibles and Self-insured Retentions. Consultant shall obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the Services.

During the term of this Agreement, only upon the prior express written authorization of the Contract Administrator, Consultant may increase such deductibles or self-insured retentions with respect to City, its officers, employees, agents, and volunteers. The Contract Administrator may condition approval of an increase in deductible or self-insured retention levels with a requirement that Consultant procure a bond guaranteeing payment of losses and related investigations, claim administration, and defense expenses that is satisfactory in all respects to each of them.

f. Subcontractors. Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

g. Variation. The Contract Administrator may, but is not required to, approve in writing a variation in the foregoing insurance requirements, upon a determination that the coverage, scope, limits, and forms of such insurance are either not commercially available, or that City's interests are otherwise fully protected.

4.5 Remedies. In addition to any other remedies at law or equity 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, exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Consultant's breach:

a. Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under this Agreement;

b. Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or

c. Terminate this Agreement.

SECTION 5. INDEMNIFICATION.

5.1 Indemnification for Professional Liability. Where the law establishes a professional standard of care for performance of the Services, to the fullest extent permitted by law, Consultant shall indemnify, protect, defend (with counsel selected by City), and hold harmless City and any and all of its officers, employees, officials, volunteers, and agents from and against any and all claims, losses, costs, damages, expenses, liabilities, liens, actions, causes of action (whether in tort, contract, under statute, at law, in equity, or otherwise) charges, awards, assessments, fines, or penalties of any kind (including reasonable consultant and expert fees and expenses of investigation, costs of whatever kind and nature and, if Consultant fails to provide a defense for City, the legal costs of counsel retained by City) and any judgment (collectively,

“Claims”) to the extent same are caused in whole or in part by any negligent or wrongful act, error, or omission of Consultant, its officers, agents, employees, or subcontractors (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this Agreement.

5.2 Indemnification for Other than Professional Liability. Other than in the performance of professional services and to the full extent permitted by law, Consultant shall indemnify, protect, defend (with counsel selected by City), and hold harmless City, and any and all of its officers, employees, officials, volunteers, and agents from and against any and all Claims, where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to officers, agents, employees or subcontractors of Consultant.

5.3 Limitation of Indemnification. The provisions of this Section 5 do not apply to claims occurring as a result of City’s sole or active negligence. The provisions of this Section 5 shall not release City from liability arising from gross negligence or willful acts or omissions of City or any and all of its officers, officials, employees, and agents acting in an official capacity.

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 the 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 the Services rendered pursuant to this Agreement. The personnel performing the Services under this Agreement on behalf of Consultant shall at all times be under Consultant’s exclusive direction and control. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents is in any manner officers, officials, employees, or agents of City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner. Except for the fees paid to Consultant as provided in this Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing the Services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing the Services hereunder. 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 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.

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 subcontractor shall comply with all applicable local, state, and federal laws and regulations applicable to the performance of the work hereunder. Consultant shall not hire or employ any person to perform work within City or allow any person to perform the Services required under this Agreement unless such person is properly documented and legally entitled to be employed within the United States. Any and all work subject to prevailing wages, as determined by the Director of Industrial Relations of the State of California, will be the minimum paid to all laborers, including Consultant's employee and subcontractors. It is understood that it is the responsibility of Consultant to determine the correct scale. The State Prevailing Wage Rates may be obtained from the California Department of Industrial Relations ("DIR") pursuant to California Public Utilities Code, Sections 465, 466, and 467 by calling 415-703-4774. Appropriate records demonstrating compliance with such requirement shall be maintained in a safe and secure location at all times, and readily available at City's request. Consultant shall indemnify, defend, and hold City and its elected and appointed boards, members, officials, officers, agents, representatives, employees, and volunteers harmless from and against any liability, loss, damage, cost or expenses (including but not limited to reasonable attorneys' fees, expert witness fees, court costs, and costs incurred related to any inquiries or proceedings) arising from or related to (i) the noncompliance by Consultant or any party performing the Services of any applicable local, state, and/or federal law, including, without limitation, any applicable federal and/or state labor laws (including, without limitation, the requirement to pay state prevailing wages and hire apprentices); (ii) the implementation of Section 1781 of the Labor Code, as the same may be amended from time to time, or any other similar law; and/or (iii) failure by Consultant or any party performing the Services to provide any required disclosure or identification as required by Labor Code Section 1781, as the same may be amended from time to time, or any other similar law. It is agreed by the Parties that, in connection with performance of the Services, including, without limitation, any and all public works (as defined by applicable law), Consultant shall bear all risks of payment or non-payment of prevailing wages under California law and/or the implementation of Labor Code Section 1781, as the same may be amended from time to time, and/or any other similar law. Consultant acknowledges and agrees that it shall be independently responsible for reviewing the applicable laws and regulations and effectuating compliance with such laws. Consultant shall require the same of all subcontractors.

7.3 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, and 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.

SECTION 8. TERMINATION AND MODIFICATION.

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

8.2 Termination by Consultant. Consultant may cancel this Agreement upon 30 days' written notice to City.

8.3 Consequences of Termination. In the event of termination, Consultant shall be entitled to compensation for the Services performed up to the 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 City in connection with this Agreement.

8.4 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 require a written amendment to this Agreement, as provided for herein. Consultant understands and agrees that, if City grants 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 Contract Administrator, City shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

8.5 Amendments. The Parties may amend this Agreement only by a writing signed by all the Parties.

8.6 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 personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in Consultant's proposal, without prior written approval of the Contract Administrator. In the event that key personnel leave Consultant's employ, Consultant shall notify City immediately.

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

8.8 Options upon Breach by Consultant. If Consultant materially breaches any of the terms of this Agreement, City's remedies shall include, but not be limited to, any or all of the following:

- a. Immediately terminate this Agreement;
- b. Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;
- c. Retain a different consultant to complete the Services described in Exhibit A; and/or
- d. Charge Consultant the difference between the cost to complete the Services 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 Services.

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 City. Consultant hereby agrees to deliver those documents to City upon the expiration or termination of this 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 City and are not necessarily suitable for any future or other use. Any use of such documents for other projects by City shall be without liability to Consultant. 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 required by law.

9.2 Licensing of Intellectual Property. This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, rights of reproduction, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, test data, survey results, models, renderings, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings, digital renderings, or data stored digitally, magnetically, or in any other medium, which are prepared or caused to be prepared by Consultant under this Agreement ("Documents and Data"). Consultant shall require all subcontractors to agree in writing that City is granted a non-exclusive and perpetual license for any Documents and Data the subcontractor prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents and Data. Consultant makes no such representation and warranty in regard to Documents and Data which were prepared by design professionals other than Consultant or provided to Consultant by the City. City shall not be limited in any way in its use of the Documents and Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

9.3 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 the Services or expenditures and disbursements charged to 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 Consultant under this Agreement. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible.

9.4 Inspection and Audit of Records. Any records or documents that Section 9.3 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 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), this 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 City, for a period of three (3) years after final payment under this Agreement.

SECTION 10. MISCELLANEOUS PROVISIONS.

10.1 Attorneys' Fees. If either 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 and expenses including costs, in addition to any other relief to which that Party may be entitled; provided, however, that the attorneys' fees awarded pursuant to this Section shall not exceed the hourly rate paid by City for legal services multiplied by the reasonable number of hours spent by the prevailing Party in the conduct of the litigation. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 Applicable Law; Venue. The internal laws of the State of California shall govern the interpretation and enforcement of this Agreement. 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 Riverside County.

10.3 Severability. If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

10.4 Section Headings and Subheadings. The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

10.5 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.

10.6 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.

10.7 Consultant Representative. All matters under this Agreement shall be handled for Consultant by ("Consultant's Representative"). The Consultant's Representative shall have full authority to represent and act on behalf of Consultant for all purposes under this Agreement. The Consultant's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences, and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

10.8 City Contract Administration. This Agreement shall be administered by a City employee, Bryce Howell, Park/Landscape Maintenance Manager ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his designee. The Contract Administrator shall have the power to act on behalf of City for all purposes under this Agreement. Unless otherwise provided in this Agreement, Consultant shall not accept direction or orders from any person other than the Contract Administrator or his designee.

10.9 Notices. Any written notice to Consultant shall be sent to:

HELIX ENVIRONMENTAL PLANNING, INC
Attn: Michael Schwerin, CEO
7578 EL CAJON BOULEVARD
LA MESA, CA 91942

Any written notice to City shall be sent to the Contract Administrator at:

City of Menifee
29844 Haun Road
Menifee, CA 92586
Attn: Bryce Howell, Park/Landscape Maintenance Manager

with a copy to:

City Clerk
City of Menifee
29844 Haun Road
Menifee, CA 92586

10.10 Professional Seal. Where applicable in the determination of the Contract Administrator, 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. The stamp/seal shall be in a block entitled “Seal and Signature of Registered Professional with report/design responsibility,” as in the following example.

Seal and Signature of Registered Professional with report/design responsibility.

10.11 Rights and Remedies. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other Party.

10.12 Integration. This Agreement, including the scope of services attached hereto and incorporated herein as Exhibit A, represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either Party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

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 Execution of Contract. The persons executing this Agreement on behalf of each of the Parties hereto represent and warrant that (i) such Party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said Party, (iii) by so executing this Agreement, such Party is formally bound to the provisions of this Agreement, and (iv) that entering into this Agreement does not violate any provision of any other Agreement to which said Party is bound.

10.15 Nondiscrimination. Consultant covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that in the performance of this Agreement there shall be no discrimination against or segregation of, any person or group of persons on account of any impermissible classification including, but not limited to, race, color, creed, religion, sex, marital status, sexual orientation, national origin, or ancestry.

10.16 No Third Party Beneficiaries. With the exception of the specific provisions set forth in this Agreement, there are no intended third-party beneficiaries under this Agreement and no such other third parties shall have any rights or obligations hereunder.

10.17 Nonliability of City Officers and Employees. No officer, official, employee, agent, representative, or volunteer of City shall be personally liable to Consultant, or any successor in interest, in the event of any default or breach by City or for any amount which may become due to Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

10.18 No Undue Influence. Consultant declares and warrants that no undue influence or pressure is used against or in concert with any officer or employee of City in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of City shall receive compensation, directly or indirectly, from Consultant, or from any officer, employee, or agent of Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement.

10.19 No Benefit to Arise to City Employees. No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or has responsibilities with respect to this Agreement during his/her tenure or for one (1) year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for the Services to be performed under this Agreement.

[Signatures on Following Page]

IN WITNESS WHEREOF, the Parties hereto have executed and entered into this Agreement as of the Effective Date.

CITY OF MENIFEE

CONSULTANT

Armando G. Villa, City Manager

Michael Schwerin, CEO

Attest:

Sarah A. Manwaring, City Clerk

Andrea Bitterling, Division Manager

Approved as to Form:

[Note: 2 officer's signatures required if
Consultant is a corporation, unless provided
with a certificate of secretary in-lieu]

Jeffrey T. Melching, City Attorney

EXHIBIT A

SCOPE OF SERVICES

Services shall include, but are not limited to CIP 17-01 Evans Park CEQA Services: Initial Study (Task 1) and Mitigated Negative Declaration IS/MND (Task 2) in the amount not to exceed **ONE HUNDRED FORTY FOUR THOUSAND TWO HUNDRED NINETY ONE DOLLARS AND ZERO CENTS (\$144,291.00)** as further detailed in the following page(s).

HELIX Environmental Planning, Inc.
7578 El Cajon Boulevard
La Mesa, CA 91942
619.462.1515 tel
619.462.0552 fax
www.helixepi.com



May 24, 2021

Ms. Margarita Cornejo, Financial Services Manager
City of Menifee Finance Department
29844 Haun Road
Menifee, CA 92586
mcornejo@cityofmenifee.us

Subject: REVISED Letter Proposal to Provide CEQA Consulting Services for the CIP 17-01 Evans Park Project (RFP 2021-1)

Dear Ms. Cornejo:

HELIX Environmental Planning, Inc. (HELIX) is submitting this revised letter proposal to the City of Menifee (Client; City) to provide California Environmental Quality Act (CEQA) consulting services for the CIP 17-01 Evans Project (Project) located in the City. We understand this work would be performed per the City's standard contract and Year 3 rates identified in HELIX's response to RFQ 2018-1 (*Exhibit A*).

PROJECT UNDERSTANDING

In two separate phases, the City proposes to construct a multi-recreational park on both sides of Craig Road. For the first (southern) phase, the City proposes to build an approximate 6-acre bicycle trails park on the 9-acre site near the southeast corner of Evans Road and Craig Avenue. The bicycle trails park would include a parking lot at the northeast corner with an entrance off Craig Avenue and a prefabricated restroom. The park would be divided into two separate sections a smaller paved tight circuit area called a "Pump Track" and the larger dirt trail portion of the track, which would have some wooden slat sections to add challenging elements to the track. This southern phase of the Project is in the design stage and will be analyzed at a project-level of detail within the technical studies (Task 1) and CEQA document – to be either an Initial Study/Mitigated Negative Declaration (IS/MND) (Task 2) or an Environmental Impact Report (EIR) (Task 2A).

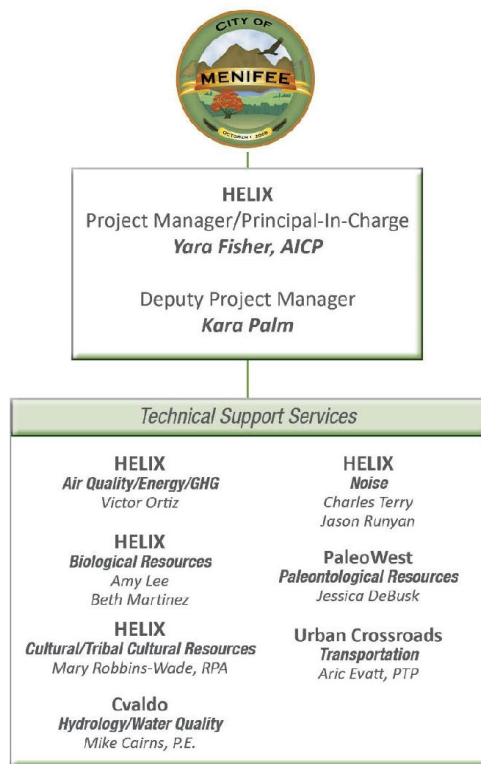
The second (northern) phase of the Project is in conceptual design and may include a mixture of active and passive spaces including a gym, sports fields and courts, a playground, pool, restroom, snack bar, and more natural areas for walking, contemplation, and relaxing. Because the northern phase is conceptual in nature and not expected to be developed in the immediate future, the technical studies and CEQA document will address the northern phase at a program-level of analysis.

HELIX has prepared a Biological Resources Due Diligence Report for the site and is in the process of finalizing a Cultural Resources Survey. Information from these reports, the Project site plans, and RFP 2021-1 inform our approach and scope of work.

EXHIBIT A

KEY PROJECT STAFF

Key Project Staff are shown in the Organizational Chart (below). Ms. Yara Fisher, AICP will serve as Principal-in-Charge and Project Manager, and will be the City's primary Project contact. She will be supported by Kara Palm as Deputy Project Manager. The HELIX team also includes specialists in the technical issue areas of air quality/greenhouse gas emissions (GHGs), biological resources, cultural and tribal cultural resources, and noise. As shown in the Organizational Chart, we have supplemented our team with PaleoWest, a consultant included in the HELIX 2018-1 RFQ submittal, to provide paleontological resources services. We are also proposing to include subconsultants CValdo Corporation, to support the hydrology/water quality analysis for the Project, and Urban Crossroads, to support the transportation analysis. Summaries of the qualifications of the Key Project Staff are provided in *Exhibit B*.



SCOPE OF SERVICES

HELIX will complete the following technical studies (Task 1) and prepare either an IS/MND (Task 2) or EIR (Task 2A) to support the Project.

TASK 1: TECHNICAL STUDIES

HELIX will manage the preparation of several technical studies to support the Project. Each technical study will clearly delineate impacts for each phase of the project. For each technical study described below, our scope of work assumes one draft of each technical analysis will be submitted electronically to the City. After receipt of City comments on the draft technical analyses (assumed to be minor), HELIX will provide a final electronic version of each technical analysis. Should additional drafts of any of the technical analyses be requested, an amendment to this scope of work would be required. The Cultural Resources Survey previously prepared by HELIX is expected to be adequate to support the CEQA document prepared pursuant to Task 2 (IS/MND) or Task 2A (EIR), and no additional Cultural Resources technical analysis is assumed to be required.

Task 1.1. Air Quality/Greenhouse Gas Emissions

HELIX will prepare an air quality and GHG technical report analyzing construction and operational period criteria pollutant and GHG emissions for the two phases in accordance with the requirements of CEQA. For the southern phase, HELIX will coordinate with the City to obtain the project description and drawings; data relative to project phasing; construction methods and timing; export and import of soils and materials (if applicable); anticipated energy and water use; project design features that will reduce energy use and GHG emissions; and other data relative to air quality and GHG emissions. HELIX will estimate the emissions of criteria pollutants and GHGs using California Emission Estimator Model (CalEEMod) using City-provided details for the southern phase and CalEEMod defaults and professional judgement for the northern phase.

HELIX will analyze the proposed project's air quality impacts, addressing the issues described in the State CEQA Guidelines Appendix G and in accordance with significance criteria established by the South Coast Air Quality Management District (SCAQMD). Exposure of sensitive receptors to criteria pollutants generated on the project site will be analyzed using the SCAQMD Local Significance Thresholds (LST) lookup table methodology. It is expected that the proposed project would not cause severe congestion at a major intersection resulting in a local carbon monoxide (CO) "hotspot;" therefore, no dispersion modeling is included in this Scope of Work for LST or CO analysis; if dispersion modeling is required for local impact analysis, a contract amendment will be required.

A qualitative evaluation of potential health risks and objectionable odors will be conducted in accordance with the recommendations found in the California Air Resources Board's (CARB's) *Air Quality and Land Use Handbook: A Community Health Perspective*. Additionally, the analysis will include a determination of project conformity with the Air Quality Management Plan. If potential significant impacts are identified, HELIX will recommend appropriate mitigation measures.

HELIX will analyze potential GHG emission impacts, describing the methodology used to estimate GHG emission impacts and assessing potential impacts and identifying mitigation measures, as appropriate and necessary. Significance will be assessed based on the SCAQMD-approved interim threshold of



3,000 metric tons of GHG emissions per year for development projects. Significance will also be assessed by considering whether implementation of the project would conflict with an applicable plan, policy, or regulation adopted for the purpose of reducing the emissions of GHGs including the Western Riverside Council of Governments Subregional Climate Action Plan.

HELIX will provide the results of the air quality and GHG analyses in a technical report. The report will include descriptions of existing air quality and applicable regulations and policies; the results of the analyses described above, including a determination of the level of significance of impacts in accordance with CEQA guidelines; and mitigation measures, if applicable.

Task 1.2. Biological Resources

Task 1.2.1. Burrowing Owl Surveys. HELIX will conduct presence/absence surveys for the burrowing owl (*Athene cunicularia*) in the 9-acre southern site. Surveys will be conducted according to the March 29, 2006 Burrowing Owl Survey Instructions for the Western Riverside Multiple Species Habitat Conservation Plan (MSHCP) Area and will consist of a habitat assessment, a burrow survey, and a focused owl survey. The focused survey, consisting of four site visits, will be conducted during the breeding season (March 1 through August 31), and will be documented in a letter report discussing the survey methods, transect width, duration, conditions, and results. Appropriate maps showing burrow locations will be included. A preconstruction survey is also required no more than 30 days prior to ground disturbance. The preconstruction survey is not included in this task. A contract augment would be required if HELIX is asked to conduct the preconstruction survey.

Task 1.2.2. General Biological Resources Assessment. HELIX will prepare a biological resources technical report to be submitted in support of project documentation of the City's environmental review process. This report will address and analyze the two phases of the project. For the southern phase, HELIX will describe the survey methods employed, present the results of the fieldwork, assess the potential for additional sensitive resources to occur on the site, identify regulatory issues related to the resources on the site, calculate project impacts (including fire clearing), and recommend potential mitigation measures per City requirements. For the northern phase, which will be developed in the future, HELIX will analyze the site in a programmatic manner, and discuss the potential biological constraints for future development of the property and recommend necessary surveys and potential mitigation measures per City and MSHCP requirements prior to development. This scope of work assumes the City will provide a site plan for the southern phase that includes grading (including remedial) and brush management for the project. This site plan will be analyzed for impacts based on MSHCP requirements and thresholds. For the northern phase, it is anticipated that the City will provide the most up-to-date conceptual design. This task does not include field surveys or additional reporting such as Habitat Evaluation and Negotiation Strategy or Determination of Biologically Equivalent or Superior Preservation Report that may be required for compliance with the MSHCP.

Task 1.3. Hydrology/Water Quality

To support the CEQA document, HELIX will oversee preparation of a Preliminary Hydrology/Water Quality Analysis addressing the full Project site. The following describes the tasks to be completed by CValdo and compiled into Preliminary Project Hydrology/Water Quality Analysis.



Task 1.3.1. Preliminary Hydrology Study – Southern Phase. As a subconsultant to HELIX, CValdo Corporation will prepare a preliminary (planning level) hydrology study for the southern phase (south of Craig Avenue) of the Project. The study will provide existing and developed condition flow rate calculations for the 10- and 100-year storm events tributary to the upstream and downstream property limits, excluding the areas tributary to the existing improved channel along the westerly site boundary. It is assumed for this scope of services that this existing improved channel conveys the tributary 100-year off-site flows from the south northerly across Craig Avenue (through an existing road culvert) without overtopping the channel banks, and that as-built plans for this channel will be made available. Off-site flow rate calculations for the area south of the southerly project limits will be based upon the built-out land use condition for the tributary watershed based on the City's current General Plan land use and zoning designations. Topographic data for the on-site and off-site hydrology analysis will be based on publicly available topographic mapping and/or as provided by the City. Major flow paths and corresponding flow rates will be identified on site hydrologic work maps. Planning level hydraulic calculations (normal depth analysis) will be performed to determine approximate storm drain facility sizes required, if any.

Task 1.3.2. Preliminary Water Quality Management Plan (PWQMP) – Southern Phase. To support the CEQA document, CValdo will prepare a PWQMP for the Project based on the 2012 Santa Ana Region WQMP Guidance Document and WQMP Template, per Regional Water Quality Control Board Order R8-2010-0033. Preliminary volume-based Best Management Practices (Vbmp) and Hydrologic Conditions of Concern (HCOC) basin sizing will be provided. This scope of work assumes one combined use basin will be used and that the basin will be permitted to drain to either the adjacent on-site channel along Evans Road or to the culvert beneath Craig Avenue. Work will be based on site plan information to be provided by the City. Site infiltration rates will be provided by the City, or if no rate is available, the PWQMP will be prepared assuming that infiltration is not a viable alternative at this location because, based on preliminary research, the site soils are identified as hydrologic soil groups C and D, and therefore infiltration rates are anticipated to range from slow to very slow.

Task 1.3.3. Preliminary Hydrology Study – Northern Phase. CValdo will prepare a preliminary (planning level) hydrology study for the northern phase of the Project (north of Craig Avenue). The study will provide existing and developed condition flow rate calculations for the 10- and 100-year storm events tributary to the downstream property limits considering on-site areas only. It is assumed for this scope of services that either the draft City Master Drainage Plan (MDP), currently being prepared by others, or as-built plans for the tributary storm drain systems will be made available for review. It is further assumed that off-site flow rates tributary to the upstream property limits that reach the site from the north through the culvert beneath Craig Avenue and from the west through storm drain systems beneath Evans Road can be determined from either the MDP or the as-built plans. Topographic data for the on-site hydrology analysis will be based on publicly available topographic mapping and/or as provided by the City. Major flow paths and corresponding flow rates will be identified on site hydrologic work maps. It is anticipated that preliminary sizing for the on-site channel and storm drain systems conveying off-site flows will be either as presented in the draft MDP or will be determined based on planning level hydraulic calculations (normal depth analysis) to be prepared by CValdo.

Task 1.3.4. PWQMP – Northern Phase. To support the CEQA document, CValdo will prepare a PWQMP for the Project based on the 2012 Santa Ana Region WQMP Guidance Document and WQMP Template, per Regional Water Quality Control Board Order R8-2010-0033. Preliminary volume-based Best Management Practices (Vbmp) and Hydrologic Conditions of Concern (HCOC) basin sizing will be

provided. This scope of work assumes one combined use basin will be used and that the basin will be permitted to drain to an on-site watercourse. Work will be based on conceptual site plan information to be provided by the City. Site infiltration rates will be provided by the City, or if no rate is available, the PWQMP will be prepared assuming that infiltration is not a viable alternative at this location because, based on preliminary research, the site soils are identified as hydrologic soil groups C and D, and therefore infiltration rates are anticipated to range from slow to very slow.

Task 1.4. Noise

HELIX will prepare a brief Noise Technical Report. The Noise Technical Report will briefly analyze construction noise for the two phases based on the expected site equipment usage and surrounding sensitive receptors. For the southern phase, the operational analysis will include a qualitative discussion of the parking lot usage, human verbal interaction, and bicycle noise in the dirt or on the wooden slat section of the track. Site usage in the southern phase is expected to be limited to human-powered bicycles. This scope of work assumes no spectator competitive events will occur at the park, and no analysis of spectator noise or amplified announcement is planned by HELIX.

The qualitative analysis for the northern phase would be based on estimations of future activities at the site and the number of park users expected by the City.

No site visit or noise measurement would be provided for the Project, and the change of ambient noise discussion for both phases would be qualitative based on assumed existing and future ambient conditions.

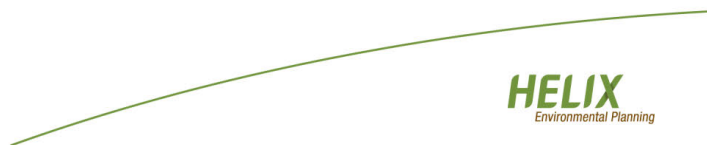
Task 1.5. Paleontological Resources

As a subconsultant to HELIX, PaleoWest will conduct a desktop paleontological resources assessment to identify the geologic units that may be impacted by Project development, determine the paleontological sensitivity of geologic unit(s) within the Project site, assess potential for impacts to paleontological resources from development of the proposed Project, and recommend mitigation measures to avoid or mitigate impacts to scientifically significant paleontological resources (if necessary). The stand-alone paleontological resource assessment will consist of a fossil locality record search at the Western Science Center, review of existing geologic maps, and a review of primary literature regarding fossiliferous geologic units within the Project vicinity and region. No field survey is proposed.

Task 1.6. Transportation/VMT

Task 1.6.1. Traffic Study. The following subtasks will be performed to support the Traffic Study.

Subtask 1.6.1a. Traffic Study Scoping Agreement. Consistent with City of Menifee traffic study guidance, Project-related vehicle trips will be based on the Institute of Transportation Engineers (ITE) Trip Generation Manual 10th Edition (2017) trip generation rates. Urban Crossroads will determine project trip distribution patterns based on existing and planned land uses in the area along with the planned circulation system. Based on the Project-related trip generation and trip distribution patterns, the required study area intersections to be evaluated in the traffic impact analysis will be identified based on the City of Menifee traffic study guidance, or as otherwise



directed by the City. The traffic study scoping assumptions will identify known cumulative development projects and ambient growth patterns.

Subtask 1.6.1b. Existing Traffic Data and Existing Roadway Conditions Inventory. Urban Crossroads will obtain weekday morning (7:00 a.m. to 9:00 a.m.) and weekday evening (4:00 p.m. to 6:00 p.m.) peak hour turning movement counts for up to three intersections. Considering the current economic conditions and social-distancing practices in place, it may not be feasible to collect traffic counts in the immediate future. As such, Urban Crossroads will work with the City to obtain historic data (where available) to determine whether such data can be utilized. If traffic has returned to normal (schools in session, no closure of businesses, etc.), then current traffic counts may be collected at that time. This data collection effort will include a field inventory of intersection traffic control measures, approach lanes at intersections, and through travel lanes along segments.

Subtask 1.6.1c. Opening Year Traffic Projections. Urban Crossroads will estimate trip generation and trip distribution for other (cumulative) development. It is estimated that up to 35 individual cumulative development projects may need to be included in this traffic analysis. As such, this scope of work assumes that this number of cumulative projects will need to be modeled as part of the future year cumulative traffic forecasting process. The projections will calculate cumulative near-term future peak hour turning movement volumes for up to three study area intersections and identify cumulative near-term future daily traffic (average daily trips [ADT]) flows on study area roadway segments.

Subtask 1.6.1d. Intersection Operations Analysis. Based on the above tasks, Urban Crossroads will assess intersection capacity and level of service (LOS), for up to three study area intersections for each of the following traffic conditions:

- Existing
- Existing Plus Project
- Opening Year Cumulative Without Project
- Opening Year Cumulative with Project

Urban Crossroads will perform traffic signal warrant analyses, for unsignalized study area intersections, for each of the traffic scenarios described above and recommend improvements necessary to maintain acceptable intersection performance at the study area intersections. The analysis will include applicability of existing transportation impact fee programs to the Project.

Subtask 1.6.1e. Traffic Study. Urban Crossroads will prepare a draft traffic report that incorporates the findings and all supporting calculations from the above tasks.

Task 1.6.2. VMT Screening Analysis. Urban Crossroads will conduct a VMT screening analysis to determine if the Project meets the VMT screening criteria included in the City of Menifee Traffic Impact Analysis Guidelines for Vehicle Miles Traveled (June 2020). The screening analysis will first address whether the southern phase alone meets the VMT screening criteria, and then whether the combined Project phases meet the VMT screening criteria. The results of this analysis will be provided in a memorandum. Based on the results of the analysis and review by the City, an Optional VMT analysis may need to be performed per Optional Task 1.6.3.

OPTIONAL TASK 1.6.3. VMT Analysis. Based on an initial review, Urban Crossroads assumes that the Project would be considered local-serving and screened from the requirement to perform a VMT analysis. However, if the conclusion is reached that the Project would not meet the screening criteria, and it is determined that a full VMT analysis is required, Urban Crossroads will coordinate with City staff to establish the methodology and clarify the scope of work. An initial estimate of this effort is presented as an Optional task in the Fee Summary table below.

Task 1.7. Technical Studies Project Management

HELIX will provide Project management and coordination of the technical studies (Task 1). This includes progress reporting, schedule creation and management, and regular communications with the City and subconsultants, including phone calls and emails. Project management also includes quality assurance review by the Project Manager and Principal technical specialists. This assumes Task 1 will be approximately four months in duration. If this task extends beyond four months, additional Project management time may be required.

Task 1.8. Technical Studies Meetings

As part of Task 1, HELIX will lead two Project virtual kick-off meetings, one with the City and one with the HELIX Key Project Staff, including subconsultants. This scope of work assumes up to four additional virtual meetings (e.g., conference calls, Teams, Zoom) with the City, HELIX Project Manager, and technical specialists to discuss technical study approach and/or City comments on draft technical studies.

TASK 2: IS/MND

Task 2 includes preparation of a Public Review Draft IS/MND, a Final IS/MND, and Mitigation Monitoring and Reporting Program (MMRP), as well as Project management, coordination, and meetings to support the IS/MND. These subtasks are described below.

Task 2.1. Public Review Draft IS/MND

Using information developed in Task 1, the previously prepared Cultural Resources Study, consultation to be performed by the City in accordance with Assembly Bill 52 (AB 52), and other readily available information, HELIX will prepare a Public Review Draft IS/MND in compliance with CEQA, the State CEQA Guidelines, and the City's Environmental Review Guidelines. The Draft IS/MND will include a description of the Project, an IS checklist, and supporting figures. The IS checklist will include detailed discussions of environmental resource or issue areas that may be significantly affected by the Project, as well as measures to mitigate those impacts to less than significant levels, as applicable. In addition, brief explanations of why the Project would not result in significant effects on other issues will be provided. The IS checklist will provide information to support conclusions that the Project would not result in significant environmental impacts that cannot be mitigated to below a level of significance. Should any significant impacts remain after mitigation, it is assumed the City would instead proceed with Task 2A below.

HELIX will produce an electronic copy of an Administrative Draft IS/MND for City review. Upon incorporation of appropriate revisions, HELIX will produce a pre-print Draft IS/MND for the City's review.

Upon the City's approval of the pre-print Draft IS/MND, HELIX will produce a complete PDF of the Public Review Draft IS/MND for the City's use and distribution.

HELIX will prepare the Notice of Intent (NOI) and the Notice of Completion (NOC). HELIX assumes that the City will submit the NOI and Environmental Document Transmittal Form to the State Clearinghouse and the County Clerk (along with applicable fees); and that the City will arrange for publication of the NOI in a local newspaper. This scope assumes that the City will directly mail copies of the NOI to owners and occupants of contiguous properties to the Project site as needed.

Task 2.2. Final IS/MND and MMRP

In consultation with the City, HELIX will respond to substantive comments received on the content of the Draft IS/MND during public review of the document. An introduction, responses, revisions to the Draft IS/MND (as needed), and a Mitigation Monitoring and Reporting Program (MMRP) will be incorporated into the final document. HELIX will submit an Administrative Draft version of the Final IS/MND and revise once per City comments (assumed not to be substantive or alter the analyses). HELIX will provide a Final IS/MND electronically. HELIX also will prepare the Notice of Determination for the City to file with the County Clerk and submit to the State Clearinghouse. This effort is anticipated to require a maximum of 72 hours of staff time.

Task 2.3. IS/MND Project Management

Project management will consist of coordination with the Project team, including subconsultants and City staff. Communications will take the form of telephone conversations and e-mail. Other management responsibilities will include quality assurance review, tracking budgets, and reviewing schedule progress. For cost-estimating purposes, it is assumed that project management will average four hours per month of the HELIX PM's time over a maximum 5-month Task 2 schedule.

Task 2.4. IS/MND Meetings

HELIX's PM and Deputy PM will prepare for and participate in up to four conference calls with the City. HELIX's PM will also attend up to two public hearings. This scope of work does not include the preparation of presentations and meeting graphics for meetings or hearings.

TASK 2A: EIR

Task 2A.1. CEQA Scoping

HELIX will prepare a draft Initial Study (IS) Checklist and Notice of Preparation (NOP) for the EIR consistent with the CEQA Guidelines. The IS will identify which environmental issues have the potential for a significant impact and will be addressed in detail in the EIR. The IS will be attached to, and circulated with, the NOP. The NOP will invite responsible agencies, trustee agencies, other interested parties, and members of the public to provide their comments regarding the scope and content of the EIR.

The IS/NOP will be provided electronically. HELIX will revise the IS/NOP one time based on minor comments received from City staff. It is assumed that City staff will be responsible for distribution, filing,

and publication of the NOP in the local newspaper (however, HELIX can provide these services for an additional fee if preferred). Following the close of the 30-day public review period, HELIX will review the NOP comment letters and organize them for inclusion as an appendix of the EIR. The comments in the NOP will be addressed within the EIR, as directed by City staff. If any of the issues raised are beyond the scope of work described in this Agreement, HELIX will discuss with City how best to proceed and if necessary, a contract augment will be prepared. This scope of work assumes the City will coordinate, prepare for, and lead a Project Scoping Meeting. The HELIX PM will attend the Project Scoping Meeting.

Task 2A.2. Administrative Draft EIR

HELIX will prepare an Administrative Draft EIR in accordance with CEQA and the procedures for implementation of CEQA set forth in the State CEQA Guidelines. The First Administrative EIR will be submitted to City for review in electronic format. The EIR will include the following key elements: Executive Summary; Introduction; Project Description; Environmental Setting; Environmental Impact Analysis; Other CEQA-Mandated Sections; and Alternatives. An internal quality assurance review will be conducted prior to submittal of the EIR to the City.

Executive Summary. HELIX will prepare an Executive Summary of the findings of the EIR, including all elements required in CEQA Guidelines Section 15123. The Executive Summary will provide a convenient overview of the Draft EIR. It will include a brief narrative describing the proposed project, a tabular summary of the potential significant project-level and cumulative environmental impacts, and the mitigation measures available to reduce or avoid those impacts. The Executive Summary will also include a description of project alternatives and qualitative comparison of the impacts of each alternative with those of the proposed project. Lastly, the Executive Summary will identify any known areas of controversy.

Introduction. The Introduction will describe the purpose, scope, and legislative authority for the EIR. It will describe the environmental review process. It will also include an overview of the format and content of the EIR.

Project Description. The Project Description will include a discussion of the Project's location; purpose and need; primary features, proposed phases, including background of the Project and technical, economic, and environmental characteristics; general aspects of project construction and operation; and improvements proposed as part of the Project that would reduce or eliminate potential environmental impacts. This section will also provide the Project objectives, which will be developed in consultation with City staff. Accompanying the Project Description will be a list of responsible and trustee agencies and necessary discretionary actions, including permits, characterized by jurisdiction.

Environmental Setting. The Environmental Setting will briefly describe physical conditions as they exist in the Project vicinity, with emphasis on conditions important to the analysis of impacts, especially any which are considered rare or unique to the region. This section will also include applicable setting information from the Menifee General Plan Vision 2030 EIR (2013) and other available sources. The environmental setting will also provide the scope of the cumulative analysis relative to approved and planned projects in the Project vicinity. It is assumed that HELIX will obtain the relevant information about the cumulative projects from City staff.

Environmental Impact Analysis. In accordance with Sections 15128 and 15143 of the State CEQA Guidelines, this chapter will contain a discussion of the possible environmental effects of the Project for the specific issues that were identified through the scoping process. Each environmental resource category in the Draft EIR will be discussed separately and include the following: Introduction; Existing Conditions; Regulatory Framework; Project Impacts (including Methodology, Thresholds of Significance, Impact Analysis, and Mitigation Measures); and Cumulative Impacts.

Based on our preliminary review of the Project description and location, HELIX proposes to focus the Draft EIR on the following issues: Air Quality; Biological Resources; Cultural Resources/Tribal Cultural Resources; GHG Emissions; Hydrology and Water Quality; Land Use; Noise; Paleontological Resources; Transportation; and Utilities. It may, however, be possible to further focus the scope of the EIR and address additional topics in the “Effects Found Not to be Significant” portion of the EIR, based on the conclusions in the Project-specific technical reports and the IS, thus reducing the level of effort. It is assumed that the EIR will not require a detailed analysis of Aesthetics, Agricultural Resources, Energy, Mineral Resources, Geology/Soils, Hazards/Hazardous Materials, Population and Housing, or Public Services, and that these issues will be described briefly in the EIR as “Effects Found Not to be Significant in the Initial Study.”

Air Quality. This section will be based on the Air Quality/Greenhouse Gas Emissions Technical Report prepared in Task 1. It will summarize existing conditions in the air basin, anticipated emissions associated with construction and operation of the Project, consistency with applicable air quality management plans, and potential for the Project to expose sensitive receptors to substantial pollutant concentrations and create objectionable odors. Mitigation measures to reduce potentially significant impacts will be identified as appropriate.

Biological Resources. The discussion of biological resources impacts will be based on the analysis prepared in Task 1, including the findings of the biological assessment and burrowing owl survey. It will summarize existing conditions; anticipated impacts to sensitive vegetation communities, species, and jurisdictional features; and mitigation measures required to reduce potentially significant impacts.

Cultural Resources/Tribal Cultural Resources. This section will be based on the Cultural Resources Report prepared by HELIX as part of the due diligence process and the AB 52 consultation performed by the City. It will describe the areas of archeological sensitivity based on the results of the record search, field survey, and Native American consultation. Potential impacts to sensitive cultural resources will be identified, and mitigation measures required to avoid or lessen project impacts will be provided. In addition, this section of the EIR will address the issue of Tribal Cultural Resources. The analysis will document whether the Project would cause a substantial adverse change in the significance of a Tribal Cultural Resource, defined as a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe.

Greenhouse Gas Emissions. This section will be based on the Air Quality/Greenhouse Gas Emissions Technical Report prepared in Task 1.

Hydrology and Water Quality. The discussion will be based on hydrology and water quality studies prepared in Task 1. The analysis will identify conceptual water quality control features and Best

Management Practices (BMPs) included in the Project's design. The section will evaluate drainage patterns and flows generated as a result of development, potential effects on the natural drainage condition, the adequacy of downstream drainage features, and potential effects on water quality from construction and operation of the Project.

Land Use. This section of the EIR will evaluate the consistency of the project with regional and local planning policies and ordinances. Consistency with existing and planned land uses in the surrounding community will also be discussed.

Noise. This section will be based on the Noise Technical Report prepared in Task 1.

Paleontological Resources. The Paleontological Report prepared by PaleoWest in Task 1 will be referenced to describe the paleontological resource sensitivity of the site. This section will discuss the existing conditions of the site, the potential for impacts, and (if necessary) monitoring requirements to reduce impacts to less than significant levels.

Transportation. This section will be based on the traffic and VMT analysis results prepared in Task 1.

Other CEQA-Mandated Sections.

Effects Found Not to be Significant. The discussion of effects found not to be significant will include a brief statement indicating the reasons that various possible effects of project implementation were determined not to be significant, and were therefore not discussed in detail in the EIR. The contents of this section will be determined based on preliminary analysis of the topics described as part of the IS/NOP and are expected to include Aesthetics, Agricultural Resources, Energy, Mineral Resources, Noise, Population and Housing, and Public Services.

Growth Inducement. HELIX will address the Project's potential direct and indirect growth-inducing effects, as required by Section 15126.2(d) of the State CEQA Guidelines. The discussion of growth inducement will be based on the potential of the Project to induce, either directly or indirectly, economic or population growth resulting in the need for construction of additional housing or infrastructure beyond that proposed within the Project site that could adversely affect the surrounding environment.

Unavoidable Adverse Impacts and Significant Irreversible Environmental Changes Resulting from Project Implementation. In accordance with Section 15126.2(b) and (c) of the State CEQA Guidelines, this section will discuss those significant impacts that cannot be avoided and the significant irreversible changes that would result from implementation of the Project.

Alternatives. This scope assumes the EIR will analyze the CEQA-required "no project" alternative and up to two additional Project alternatives. The Project alternatives are required to reduce at least one significant impact of the Project and should therefore be determined once the anticipated nature and extent of the environmental impacts of the Project are known. HELIX anticipates working with the City to agree upon the appropriate alternatives to be addressed in the EIR. This section will describe each alternative, its ability to meet the identified project objectives, and the associated environmental impacts. As appropriate, alternatives considered but rejected will be discussed to fully inform the public and decision makers of the process that went into development of the

proposed project, and the reasons that certain alternatives that may have been preferred by others were not carried forward.

References. The EIR will include lists of sourced references, organizations and persons consulted, and EIR preparers.

Task 2A.3. Screencheck Draft EIR

Upon receipt of City comments on the Administrative Draft EIR, HELIX will prepare and submit the Screencheck Draft EIR in electronic format for review and comment. It is assumed that the level of effort to produce the Screencheck Draft EIR will be substantially less than the effort required for the Administrative Draft EIR (not to exceed 100 hours of staff time), and that the Project plans/description, technical studies, and assumptions upon which the analysis is based, and analysis methodologies/approach will not change during this time.

Task 2A.4. Public Review Draft EIR

HELIX will coordinate closely with City staff to address any questions or concerns on the comments received on the Screencheck Draft EIR. An electronic version of a Pre-Print Public Review Draft will be provided to the City to authorize finalizing the Public Review Draft EIR. It is assumed that only minor formatting changes would be needed between the Pre-Print and Public Review Drafts, and no substantive comments related to the technical analysis for any issue area would remain. This scope assumes that HELIX will prepare the Notice of Completion and Notice of Availability, and the City would file the notice with the County Clerk, upload the documents to the State Clearinghouse, photocopy and distribute the Draft EIR, as needed, and arrange for publication of notices in the local newspaper.

Task 2A.5. Final EIR

HELIX will prepare and submit electronic versions of a Screencheck Final and Final EIR. The Final EIR will include a list of persons, organizations, and public agencies that commented on the Draft EIR, responses to comments on the Draft EIR, and any changes or additions of relevant information to the Draft EIR. HELIX will coordinate with City staff to respond to comments received on the content of the Draft EIR during public review of the document. For a project of this scale, HELIX assumes a moderate number of comments to be generated (we have assumed no more than 6 comment letters and a total of up to 40 individual comments). The preparation of responses to up to 40 comments excludes those where no response is required or comments that are duplicative. The responses will be appended to the final document. If necessary, based on the comments received, corresponding revisions will be made to the body of the EIR in strikeout/underline format. It is assumed that revisions, if any, would be minor and would not require additional data collection, reanalysis of any environmental issue, or revisions to any technical reports.

HELIX will prepare the Notice of Determination. This scope assumes that the City will be responsible for any photocopying and distribution of the Final EIR to decision-makers and commenting parties; uploading final documents to the State Clearinghouse; and filing the Notice of Determination with the County Clerk.

Task 2A.6. Findings, Mitigation Monitoring and Reporting Program (MMRP), and Statement of Overriding Considerations

HELIX will prepare draft Findings of Fact pursuant to the requirements of Section 15091(a) of the State CEQA Guidelines. The findings will include those environmental effects of the Project that will be mitigated by measures incorporated into the Project; those impacts that are within the jurisdiction of another agency; and those impacts that, for legal, social, technological, or other considerations, make infeasible the mitigation measures or project alternatives. HELIX will rely on City staff input for discussion of environmental infeasibility of a mitigation measure or project alternative. If significant unmitigated impacts are identified, HELIX will prepare the Statement of Overriding Considerations, pursuant to Section 15093 of the State CEQA Guidelines.

The MMRP will identify each mitigation measure, the monitoring effort, the time frames for implementing the mitigation and verifying that the mitigation has been implemented, and the person/agency responsible for carrying out the mitigation and verification.

The draft Findings, Statement of Overriding Considerations, and MMRP will be submitted electronically to the City for review and revised once based on City comments. The MMRP will be included in a separate chapter in the Final EIR.

Task 2A.7. EIR Project Management

Management tasks will include conducting general City communications by phone and email, monitoring the budget, enforcing administrative record-keeping procedures, and keeping the Project schedule on track. For cost estimating purposes, it is assumed that the EIR task will require up to four hours per month of PM coordination time over an approximately 9-month period for a total of 36 professional staff hours.

Task 2A.8. EIR Meetings and Hearings

This scope of work assumes that the HELIX PM and Deputy PM will participate in up to 10 conference calls, and other Principal level staff will be available for up to 6 hours of meeting time as needed. Our scope of work also assumes PM attendance at up to two public hearings regarding the Project, at up to eight hours per hearing (including preparation and attendance).

SCHEDULE

HELIX will work with Client in a timely and professional to complete the scope of work. Below provides an initial schedule estimate for each Task:

Milestone	Schedule
Project Notice to Proceed/Task Order Approval	Week 1
Task 1: Technical Studies	
First Draft Technical Studies	Week 10
<i>City Review</i>	<i>Week 14</i>
Final Technical Studies	Week 16
<i>Decision to Pursue Task 2 or 2A</i>	<i>Week 16</i>
Task 2: IS/MND	
Administrative Draft IS/MND	Week 20
<i>City Review</i>	<i>Week 24</i>
Pre-Print Public Review Draft IS/MND	Week 26
<i>City Review</i>	<i>Week 27</i>
Public Review Draft IS/MND	Week 28
30-day Public Review Period	Weeks 28-32
Administrative Draft Final IS/MND	Week 34
<i>City review</i>	<i>Week 35</i>
Final IS/MND	Week 36
IS/MND Hearings	Weeks 38-41
Task 2A: EIR	
Draft Project Scoping IS/NOP	Week 18
<i>City Review</i>	<i>Week 20</i>
Final IS/NOP 30-day review period	Weeks 21-25
Administrative Draft EIR	Week 26
<i>City Review</i>	<i>Week 30</i>
Screencheck Draft EIR	Week 34
<i>City Review</i>	<i>Week 36</i>
Pre-Print Public Review Draft EIR	Week 38
<i>City Review</i>	<i>Week 39</i>
Public Review Draft EIR	Week 40
45-day public review period	Weeks 40-46
Screencheck RTCs/Final EIR	Week 48
<i>City Review</i>	<i>Week 49</i>
Final EIR, Findings, MMRP	Week 51
EIR Hearings	Weeks 53-56

COST ESTIMATE AND PAYMENT PROCEDURES

HELIX submits this cost estimate, which is provided below in a breakdown by task. Task 1 Technical Studies plus Task 2 IS/MND would total \$144,291. Task 1 Technical Studies plus Task 2A EIR would total \$221,273. All work shall be invoiced on a time-and-materials basis pursuant to the Year 3 Hourly Rate Schedule submitted as Attachment A to HELIX's response to the City's RFQ 2018-1 (*Exhibit A*) and the Fee Schedules of CValdo and Urban Crossroads and the detailed cost spreadsheets provided in *Exhibit C*.

Task Number	Task Name	Cost
1	Technical Studies	
1.1	Air Quality/Greenhouse Gas Emissions	\$10,356
1.2	Biological Resources	
1.2.1	Burrowing Owl Surveys	\$7,583
1.2.2	General Biological Resources Assessment	\$17,122
1.3	Hydrology/Water Quality	
1.3.1	Preliminary Hydrology Study – Southern Phase	\$4,662
1.3.2	PWQMP – Southern Phase	\$4,477
1.3.3	Preliminary Hydrology Study – Northern Phase	\$7,029
1.3.4	PWQMP – Northern Phase	\$4,477
1.4	Noise	\$6,497
1.5	Paleontological Resources	\$3,015
1.6	Transportation/VMT	
1.6.1	Traffic Study	\$14,770
1.6.2	VMT Screening Analysis	\$8,800
1.6.3	OPTIONAL VMT Analysis*	\$13,750
1.7	Technical Studies Project Management	\$4,400
1.8	Technical Studies Meetings	\$5,748
Task 1 Subtotal*		\$98,936
2	IS/MND	
2.1	Draft IS/MND	\$25,690
2.2	Final IS/MND and MMRP	\$9,501
2.3	IS/MND Project Management	\$4,400
2.4	IS/MND Meetings	\$5,764
Task 2 Subtotal		\$45,355
2A	EIR	
2A.1	CEQA Scoping	\$11,131
2A.2	Administrative Draft EIR	\$56,761
2A.3	Screencheck Draft EIR	\$11,852
2A.4	Public Review Draft EIR	\$5,712
2A.5	Final EIR	\$13,606
2A.6	Findings, MMRP, and Statement of Overriding Considerations	\$6,176
2A.7	EIR Project Management	\$7,920
2A.8	EIR Meetings and Hearings	\$8,920
Task 2A Subtotal		\$122,337
TOTAL TASK 1 + TASK 2*		\$144,291
TOTAL TASK 1 + TASK 2A*		\$221,273

*Optional Task not included in totals.

ASSUMPTIONS AND LIMITATIONS

The following assumptions and limitations are a material component of this proposal.

- Client will provide HELIX with current available digital baseline data and project plans for producing all maps and graphics, which should be submitted in one of the following formats: .dxf, .dwg (AutoCAD), .dgn (MicroStation), .shp (ArcView shapefiles), .gdb (ArcGIS geodatabase) or .kmz (Google Earth). In some cases, .pdf files will be acceptable.

- HELIX will not prepare visual simulations to support the CEQA document.
- Costs associated with additional public meetings, surveys not specifically described above, and/or permit preparation and processing ("additional work") are not included within the scope of services required of HELIX.
- This scope of work does not include coordination with the Western Riverside County Regional Conservation Authority (RCA). Additional authorization would be required for coordination with the RCA.
- This scope of work does not include processing of the preliminary hydrology studies or PWQMPs through plan check.
- Client will pay any required California Department of Fish and Wildlife environmental document review fee and any County filing fees.
- Once preparation of the screencheck draft documents has begun, no changes to the project design will occur such that major revisions to the project description or re-analysis of any environmental issue will be required.
- Client will identify all potential off-site components associated with the Project prior to HELIX conducting the site assessment.

CLOSING

We appreciate the opportunity to provide this Proposal. If you have any questions concerning this Proposal, please call Yara Fisher, AICP or me at (619) 462-1515.

Sincerely,



Andrea S. Bitterling
Planning Division Manager

Enclosures: Exhibit A, City of Menifee RFQ-2018-1 Hourly Rate Schedule
Exhibit B, Key Project Staff Biographical Sketches
Exhibit C, CValdo and Urban Crossroads Fee Schedules and Detailed Cost Spreadsheets



HELIX
Environmental Planning

Exhibit A

City of Menifee RFQ-2018-1 Hourly Rate Schedule

HOURLY RATE SCHEDULE: (Please list all positions anticipated)

SPECIALTY	TITLE & DESCRIPTION	HOURLY RATE (\$)			
		YEAR 1 (2018/19)	YEAR 2 (2019/20)	YEAR 3 (2020/21)	YEAR 4 (2021/22)
Contract Management	Contract Manager - Manages and administers contract requirements, conducts quality control (QC) over contract documents and subcontractor deliverables, tracks project budgets and schedules, serves as main client point of contact	\$215.00	\$218.00	\$220.00	\$224.00
Planning	Principal Planner - Provides planning expertise, manages staff and subconsultants preparing planning studies for CEQA/NEPA compliance, conducts QC over deliverables, tracks budgets and schedules	\$215.00	\$218.00	\$220.00	\$224.00
	Senior Project Manager II - (15+ years of experience) Provides planning expertise, manages project staff and subconsultants preparing planning studies for CEQA/NEPA compliance, conducts QC over deliverables, tracks budgets and schedules	\$178.00	\$182.00	\$185.00	\$187.00
	Senior Project Manager I - (10 - 15 years of experience) Provides planning expertise, manages project staff and subconsultants preparing planning studies for CEQA/NEPA compliance, conducts QC over deliverables, tracks budgets and schedules	\$158.00	\$162.00	\$165.00	\$167.00
	Project Manager III - (8+ years of experience) Provides planning expertise, prepares planning studies for CEQA/NEPA compliance, conducts QC over deliverables	\$145.00	\$147.00	\$150.00	\$153.00
	Project Manager II - (6 - 8 years of experience) Provides planning expertise, prepares planning studies for CEQA/NEPA compliance, conducts QC over deliverables	\$135.00	\$137.00	\$140.00	\$142.00
	Project Manager I - (4 - 6 years of experience) Provides planning expertise, prepares planning studies for CEQA/NEPA compliance, conducts QC over deliverables	\$120.00	\$122.00	\$125.00	\$127.00
	Environmental Planner III - (3+ years of experience) Provides planning expertise, researches and prepares planning documents	\$106.00	\$108.00	\$110.00	\$112.00
	Environmental Planner II - (2 - 3 years of experience) Researches and prepares planning documents	\$95.00	\$97.00	\$100.00	\$103.00

SPECIALTY	TITLE & DESCRIPTION	HOURLY RATE (\$)			
		YEAR 1 (2018/19)	YEAR 2 (2019/20)	YEAR 3 (2020/21)	YEAR 4 (2021/22)
	Environmental Planner I - (<2 years of experience) Assists with researching and preparing planning documents	\$87.00	\$89.00	\$92.00	\$94.00
Environmental Technical Specialties (Noise, Air Quality, Agriculture, Visual)	Principal Specialist - (20+ years of experience) Leads technical studies/disciplines, conducts modeling and analysis, directs staff, supports multidisciplinary studies, prepares deliverables, performs quality assurance reviews	\$195.00	\$198.00	\$200.00	\$202.00
	Senior Environmental Specialist II - (15+ years of experience) Manages environmental technical studies, conducts modeling and analysis, directs staff, supports multidisciplinary studies	\$175.00	\$177.00	\$180.00	\$182.00
Air Quality	Senior Air Quality Specialist I - (10 - 15 years of experience) Manages and oversees the collection and analysis of data, prepares and performs quality control for air quality reports prepared by Air Quality Specialists	\$160.00	\$162.00	\$164.00	\$167.00
	Environmental Specialist III - Conducts modeling and analysis, directs less experienced staff on projects, prepares technical reports	\$145.00	\$147.00	\$150.00	\$152.00
	Environmental Specialist II - prepares reports and deliverables addressing specialty environmental topics	\$135.00	\$142.00	\$145.00	\$147.00
	Environmental Specialist I - Assists with researching and writing environmental specialty documents	\$120.00	\$127.00	\$130.00	\$132.00
Biology	Principal Biologist - Manages and reviews biological studies and deliverables, prepares complex technical reports and/or habitat or restoration plans, manages field mapping, assesses potential constraints, conducts focused surveys	\$215.00	\$217.00	\$220.00	\$222.00
	Senior Scientist II - (15+ years of experience) Manages complex biological resource investigations that require an expert understanding of local and regional biological resources, including specific expertise in the identification of sensitive wildlife species, rare plants, and/or the delineation of wetlands, streambeds and Waters of the U.S. pursuant to	\$165.00	\$167.00	\$170.00	\$173.00

SPECIALTY	TITLE & DESCRIPTION	HOURLY RATE (\$)			
		YEAR 1 (2018/19)	YEAR 2 (2019/20)	YEAR 3 (2020/21)	YEAR 4 (2021/22)
	applicable laws (e.g., Clean Water Act) and regulations (e.g., U.S. Army Corps of Engineers guidance). Prepares survey reports, habitat restoration plans, and other biology technical reports. Advises clients on strategies for regulatory compliance. Helps train in-house staff and others.				
	Senior Scientist I - (10 - 15 years of experience) Manages complex biological resource investigations that require an expert understanding of local and regional biological resources, including specific expertise in the identification of sensitive wildlife species, rare plants, and/or the delineation of wetlands, streambeds and Waters of the U.S. pursuant to applicable laws (e.g., Clean Water Act) and regulations (e.g., U.S. Army Corps of Engineers guidance). Prepares survey reports, habitat restoration plans, and other biology technical reports. Advises clients on strategies for regulatory compliance. Helps train in-house staff and others.	\$145.00	\$147.00	\$150.00	\$152.00
	Biology Project Manager - Manages complex biological resource investigations that require an expert understanding of local and regional biological resources. Prepares survey reports, habitat restoration plans, and other biology technical reports. Help train in-house staff and others in the identification of sensitive plant or wildlife species and/or in the assessment of sensitive biological communities (habitat types).	\$152.00	\$155.00	\$157.00	\$160.00
	Biologist V - Prepares complex reports and/or habitat or restoration plans, manages/participates in field mapping, assesses potential constraints, conducts focused surveys	\$120.00	\$122.00.00	\$125.00	\$127.00
	Biologist IV - Prepares complex reports and/or habitat or restoration plans, manages/participates in field mapping, assesses potential constraints, conducts focused surveys	\$105	\$108.00	\$111.00	\$114.00
	Biologist III - Prepares technical reports and/or habitat or restoration	\$94.00	\$97.00	\$99.00	\$102.00

SPECIALTY	TITLE & DESCRIPTION	HOURLY RATE (\$)			
		YEAR 1 (2018/19)	YEAR 2 (2019/20)	YEAR 3 (2020/21)	YEAR 4 (2021/22)
	plans, participates in field mapping, assesses potential constraints, conducts focused surveys				
	Biologist II - Provides input for technical reports and/or habitat or restoration plans, participates in field mapping, assesses potential constraints, conducts focused surveys, conducts monitoring	\$85.00	\$87.55	\$90.18	\$92.88
	Biologist I - Provides input for technical reports and/or habitat or restoration plans, conducts field mapping, helps to conduct focused surveys, conducts monitoring	\$75.00	\$77.25	\$79.57	\$81.95
Regulatory Compliance	Principal Permitting Specialist - Provides expertise and understanding of local, state and federal permitting requirements, oversees technical studies to support permitting	\$215.00	\$217.00	\$220.00	\$222.00
	Regulatory Specialist II - Provides expertise and understanding of local, state and federal regulatory requirements and oversees technical studies	\$160.00	\$163.00	\$165.00	\$167.00
	Regulatory Specialist I - Provides expertise and understanding of local, state and federal regulatory requirements and oversees technical studies	\$140.00	\$143.00	\$145.00	\$147.00
Construction/Landscaping	Construction Project Manager - Designs and implements habitat restoration and construction projects, oversees the work of construction and landscaping technicians, manages schedules and budgets	\$150.00	\$153.00	\$155.00	\$158.00
Cultural Resources	Principal Investigator/ Principal Archaeologist -Oversees the design and implementation of archaeological studies, manages subconsultant services and Tribal services - meets Secretary of the Interior's qualifications standards	\$150.00	\$153.00	\$155.00	\$158.00
	Senior Archaeologist - Oversees Field Directors, prepares reports and deliverables, coordinates with subconsultants and Native American tribes, reviews project deliverables prior to review by the Principal Investigator	\$145.00	\$147.00	\$150.00	\$153.00

SPECIALTY	TITLE & DESCRIPTION	HOURLY RATE (\$)			
		YEAR 1 (2018/19)	YEAR 2 (2019/20)	YEAR 3 (2020/21)	YEAR 4 (2021/22)
	Project Archaeologist - manage archaeology studies, prepares reports and deliverables, coordinates with subconsultants and Native American tribes	\$120.00	\$122.00	\$125.00	\$127.00
	Archaeology Field Director -Oversees fieldwork and laboratory studies, supervises field crew, and prepares deliverables	\$100.00	\$103.00	\$105.00	\$107.00
	Staff Archaeologist -Conducts records searches, fieldwork, and prepares deliverables, performs monitoring, prepares site documentation and report sections	\$85.00	\$87.00	\$89.00	\$91.00
	Field Crew/Laboratory Technician - Conducts fieldwork, assists with site documentation and reporting, performs records searches and monitoring	\$75.00	\$77.00	\$79.00	\$81.00
Paleontology	Principal Investigator/ Principal Paleontologist -Oversees the design and implementation of paleontological field and laboratory studies, reviews project deliverables	\$110.00	\$113.00	\$116.00	\$119.00
	Paleontology Field Director -Oversees paleontological fieldwork and laboratory studies, prepares technical reports	\$95.00	\$98.00	\$101.00	\$104.00
	Paleontology Field Crew/Laboratory Technician - conducts field studies, assists with laboratory analysis, conducts monitoring	\$75.00	\$77.00	\$79.00	\$81.00
History/Architectural History	Senior Architectural Historian/ Historian - Manages background and archival research, surveys projects to identify and assess historic buildings and structures, prepares historic context statements, prepares HABS/HAER/ HALS documentation, assesses the built environment for significance, coordinates with historic architects and construction personnel on historic built environment issues	\$110.00	\$113.00	\$116.00	\$119.00
	Architectural Historian/ Historian - Conducts background and archival research, surveys projects to identify and assess historic buildings and structures, prepares historic context statements, prepares HABS/HAER/ HALS documentation, assesses the built environment for significance,	\$85.00	\$88.00	\$91.00	\$94.00

SPECIALTY	TITLE & DESCRIPTION	HOURLY RATE (\$)			
		YEAR 1 (2018/19)	YEAR 2 (2019/20)	YEAR 3 (2020/21)	YEAR 4 (2021/22)
	coordinates with historic architects and construction personnel on historic built environment issues				
GIS/Mapping	Senior GIS Specialist - Provides GIS support to outside clients and HELIX staff technical specialists, imports data from other software into GIS, coordinates with GIS vendors, software providers, etc., manipulates digital data, conducts 2-D and 3-D modeling, converts resource mapping into vector data, prepares meta-data, generates mapping	\$135.00	\$137.00	\$140.00	\$142.00
	GIS Specialist III - (6-8 years of experience) Provides GIS support. imports data from other software into GIS, manipulates digital data, conducts 2-D and 3-D modeling, converts resource mapping into vector data, prepares meta-data, generates mapping	\$115.00	\$117.00	\$119.00	\$121.00
	GIS Specialist II - (3-5 years of experience) Provides GIS support. imports data from other software into GIS, manipulates digital data, conducts 2-D and 3-D modeling, converts resource mapping into vector data, prepares meta-data, generates mapping	\$95.00	\$97.00	\$100.00	\$102.00
	GIS Specialist I - (1-3 years of experience) Provides GIS support. imports data from other software into GIS, manipulates digital data, conducts 2-D and 3-D modeling, converts resource mapping into vector data, prepares meta-data, generates mapping	\$85.00	\$87.00	\$90.00	\$92.00
	GIS Technician - Assists with the collection, analysis, manipulation, and distribution of GIS and mapping data	\$75.00	\$77.00	\$79.00	\$81.00
Administration	Graphics Coordinator - Prepares graphical displays of information, maps, report figures, coordinates with vendors	\$110.00	\$112.00	\$114.00	\$116.00
	Technical Editor - Reviews technical reports for style, grammar, clarity, and consistency with agency guidelines	\$85.00	\$87.00	\$89.00	\$91.00
	Operations Manager - Schedules biological surveys, oversees compliance with protocols for surveys of Threatened and Endangered species	\$100.00	\$102.00	\$104.00	\$106.00
	Word Processor - Converts handwritten text and edits into typed	\$75.00	\$77.00	\$79.00	\$81.00

SPECIALTY	TITLE & DESCRIPTION	HOURLY RATE (\$)			
		YEAR 1 (2018/19)	YEAR 2 (2019/20)	YEAR 3 (2020/21)	YEAR 4 (2021/22)
	text using word processing programs, formats documents for production, produces bound, hard-copy and digital copies of deliverables				
	Clerical - provides clerical support including filing and mailings	\$65.00	\$67.00	\$69.00	\$71.00

LIST ALL ANTICIPATED REIMBURSABLE COSTS

REIMBURSABLE COST DESCRIPTION	AMOUNT
Mileage	At current GSA rate
Per Diem	At current GSA rate
Archaeological records searches	At cost
Copies	B/W = 0.10 Color = 0.25
Records Searches	At cost
GIS/GPS Daily Rate	\$60.00/day
4-WD field vehicle	\$25.00/day plus mileage

Note: List all equipment hourly rate on a separate sheet as needed.

City reserves the right to negotiate this price on a project-by-project basis.

PLEASE MARK ALL ACKNOWLEDGEMENTS AND COMPLETE FOLLOWING SECTION:

- ☒ The Proposal provided reflects any additional addendum(s) issued with respect to this RFQ
- ☒ Submittal of this proposal indicates we have reviewed the proposed written agreement and if selected would accept all terms of the proposed agreement.

HELIX Environmental Planning, Inc.
 Company Name

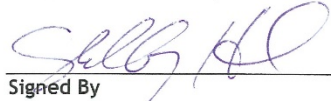
7578 El Cajon Boulevard
 Address

La Mesa, CA 91942
 City State Zip Code

(619) 462-1515 (619) 462-0552
 Telephone Number Fax Number

Company Type:

- ☒ Corporation ☐ Partnership ☐ Trust/Estate ☐ Limited Liability Company (LLC)
☐ Individual/Sole Proprietor or single member LLC ☐ Other: _____


 Signed By

Shelby Howard Vice President, Biology Division Manager
 Print Name Title

Exhibit C

CValdo and Urban Crossroads Fee Schedules and Detailed Cost Spreadsheets



CVALDO CORPORATION HOURLY RATE SCHEDULE

(January 1 through December 31, 2021)

ENGINEERING SERVICES

Administrative	\$62.00
Engineering Technician	\$78.00
CAD Technician / Drafter	\$98.00
Engineering Designer	\$106.00
Junior Project Engineer	\$122.00
Project Engineer	\$141.00
Associate Engineer	\$154.00
Senior Engineer / Project Manager	\$165.00
Principal	\$172.00

FORENSIC ENGINEERING

Deposition	\$380.00
Court Appearance per Half Day or Part	\$1,520.00
Principal / Project Manager Coordination	\$168.00

EXPENSES

Plotting and Reproduction	1.15 x Cost
Other Expenses: Including Sub-Consultants and Purchased Services through Subcontracts	1.15 x Cost

2255 Avenida de la Playa, Ste. 5, La Jolla, CA 92037 (p) 858-866-0128 (f) 858-866-0131

Ms. Yara L. Fisher
HELIX Environmental Planning, Inc.
May 6, 2021
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EXHIBIT A

BILLING RATES FOR URBAN CROSSROADS, INC.

<u>Position</u>	<u>Hourly Rates</u>
Principal	\$205–275
Senior Associate	\$150–220
Associate	\$110–170
Senior Analyst	\$105–135
Analyst	\$70–105
Assistant Analyst	\$60–115
Administrative Support	\$65–105

General

- (1) Reimbursable direct costs, such as reproduction, supplies, and messenger service will be billed at cost.
- (2) Hourly rates apply to work time, travel time, and time spent at public hearings and meetings. For overtime work, the above rates may be increased 50 percent.
- (3) Monthly billing statements are due within thirty (30) days of receipt.

Evans Park Task 1: Technical Studies
HELIX Environmental Planning, Inc.
May 1, 2021

HELIX LABOR	1.1 Air Quality/ Greenhouse Gas Emissions			1.2.1 Burrowing Owl Surveys			1.2.2 General Biological Resources Assessment			1.3.1 South Preliminary Hydrology Study			1.3.2 South PW/QMP			1.3.3 North Preliminary Hydrology Study			1.3.4 North PW/QMP			1.4 Noise			1.5 Paleontological Resources			1.6.1 Traffic Study			1.6.2 VMT Screening Analysis			1.7 Technical Studies Project Management			1.8 Technical Studies Meetings			TOTAL	
	Rate	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost						
Personnel																																									
Principal Planner	\$220	2	\$440	1	\$220	1	\$220	1	\$220	1	\$220	1	\$220	1	\$220	1	\$220	2	\$440	2	\$440	16	\$3,520	14	\$3,080	44	\$9,680														
Envr. Project Manager III	\$145	4	\$580	2	\$290	4	\$580	2	\$290	2	\$290	2	\$290	2	\$290	2	\$290	-	\$0	-	\$0	8	\$1,160	30	\$4,350																
Envr. Project Manager I	\$125	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	40	\$5,000	-	\$0	-	\$0	-	\$0	40	\$5,000														
Sr. AD Specialist III	\$180	18	\$2,880	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	2	\$360	-	\$0	-	\$0	18	\$3,240														
Air Quality/House Specialist	\$130	44	\$5,720	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	44	\$5,720														
Principal Cultural Resources Specialist	\$155	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	2	\$310	-	\$0	-	\$0	-	\$0	2	\$310														
Principal Biologist	\$220	-	\$0	2	\$440	16	\$3,520	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	4	\$880	4	\$880	26	\$5,720														
Sr. Scientist	\$150	-	\$0	24	\$3,600	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	24	\$3,600														
Biological Project Manager	\$157	-	\$0	12	\$1,884	80	\$12,560	1	\$157	1	\$157	1	\$157	2	\$314	-	\$0	-	\$0	-	\$0	-	\$0	4	\$628	92	\$12,614														
Biologist II	\$90	-	\$0	-	\$0	16	\$1,440	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	16	\$1,440														
Technical Editor	\$98	-	\$0	2	\$196	0	\$0	0	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	18	\$1,764														
Sr. GIS Specialist	\$140	3	\$420	4	\$560	0	\$0	0	\$0	-	\$0	-	\$0	2	\$280	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	17	\$2,380														
Word Processor	\$19	4	\$76	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	2	\$38	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	6	\$114														
Subtotal HELIX Labor		75	\$10,358	47	\$7,174	110	\$12,010	4	\$880	4	\$880	4	\$880	4	\$880	60	\$6,480	6	\$780	4	\$520	2	\$440	30	\$4,400	50	\$5,740	389	\$55,918												
SUBCONSULTANTS	1.1	1.2.1	1.2.2	1.3.1	1.3.2	1.3.3	1.3.4	1.4	1.5	1.6.1	1.6.2	1.7	1.8	TOTAL																											
Ovalde	-	\$0	-	\$0	-	\$3,832	-	\$3,464	-	\$5,784	-	\$3,464	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$16,544													
PalcoWest	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$1,985	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$1,985													
Urban Crossroads	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	-	\$12,700	-	\$7,860	-	\$0	-	\$0	-	\$0	-	\$20,560													
Subtotal Subconsultant Cost		\$0	\$0	\$0	\$0	\$3,832	\$3,464	\$5,784	\$3,464	\$0	\$1,985	\$12,700	\$7,860		\$38,839																										
HELIX mark-up	10%	\$0	\$0	\$0	\$0	\$383	\$346	\$578	\$346	\$0	\$200	\$1,270	\$760		\$2,883																										
Total Subconsultant Cost		\$0	\$0	\$0	\$0	\$3,832	\$3,810	\$6,362	\$3,810	\$0	\$1,985	\$13,970	\$8,646		\$42,622																										
EXPENSES	1.1	1.2.1	1.2.2	1.3.1	1.3.2	1.3.3	1.3.4	1.4	1.5	1.6.1	1.6.2	1.7	1.8	TOTAL																											
OPS (per city)	\$60	\$0	1	\$60	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$60																										
Aerial Imagery	\$0	\$0	\$0	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$100																										
Mileage	\$0.680	\$0	\$60	\$214	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$214																										
Subtotal Expenses	\$0	\$0	\$374	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$474																										
HELIX Mark-Up on Expenses	10%	\$0	\$37	\$10	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$47																										
Total Expenses	\$0	\$0	\$411	\$110	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$521																										
TOTAL		\$10,358	\$7,583	\$17,192	\$4,662	\$4,477	\$7,025	\$4,477	\$6,497	\$3,015	\$14,770	\$9,803	\$4,400	\$5,740		\$98,930																									

Evans Park Task 2: IS/MND
HELIX Environmental Planning, Inc.
May 7, 2021

		Task 2.1 Public Review Draft IS/MND		Task 2.2 Final IS/MND and MMRP		Task 2.3 IS/MND Project Management		Task 2.4 IS/MND Meetings		TOTAL	
HELIX LABOR											
Personnel	Rate	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
Principal Planner	\$220	16	\$3,520	4	\$880	20	\$4,400	20	\$4,400	60	\$13,200
Envir. Project Manager III	\$145	80	\$11,600	28	\$4,060		\$0	8	\$1,160	116	\$16,820
Envir. Project Manager I	\$125	2	\$250	2	\$250	-	\$0	-	\$0	4	\$500
Sr AQ Specialist III	\$180	2	\$360	2	\$360	-	\$0	-	\$0	4	\$720
Air Quality/Noise Specialist	\$130	4	\$520		\$0	-	\$0	-	\$0	4	\$520
Environmental Planner II	\$100	60	\$6,000	16	\$1,600	-	\$0	-	\$0	76	\$7,600
Principal Cultural Resources Specialist	\$155	4	\$620		\$0	-	\$0	-	\$0	4	\$620
Principal Biologist	\$220	2	\$440	2	\$440		\$0	-	\$0	4	\$880
Biology Project Manager	\$157	4	\$628	4	\$628		\$0	-	\$0	8	\$1,256
Sr. GIS Specialist	\$140	8	\$1,120	2	\$280		\$0	-	\$0	10	\$1,400
Word Processor	\$79	8	\$632	12	\$948		\$0	-	\$0	20	\$1,580
Subtotal HELIX Labor		190	\$25,690	72	\$9,446	20	\$4,400	28	\$5,560	310	\$45,096

EXPENSES		Task 2.1	Task 2.2	Task 2.3	Task 2.4	TOTAL
Document Reproduction		\$0	\$50	\$0	\$0	\$50
Mileage	\$0.560	\$0	\$0	\$0	330 \$185	\$185
Subtotal Expenses		\$0	\$50	\$0	\$185	\$235
HELIX Mark-Up on Expenses	10%	\$0	\$5	\$0	\$19	\$24
Total Expenses		\$0	\$55	\$0	\$204	\$259

TOTAL		\$25,690	\$9,501	\$4,400	\$5,764	\$45,355
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Evans Park Task 2A: EIR
 HELIX Environmental Planning, Inc.
 May 24, 2021

HELIX LABOR	Rate	Task 2A.1 CEQA Scoping		Task 2A.2 Administrative Draft EIR		Task 2A.3 Screencheck Draft EIR		Task 2A.4 Public Review Draft		Task 2A.5 Final EIR		Task 2A.6 Findings, MMRP, SOC		Task 2A.7 EIR Project Management		Task 2A.8 EIR Meetings and Hearings		TOTAL	
		Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
Personnel																			
Principal Planner	\$220	14	\$3,080	40	\$8,800	8	\$1,760	2	\$440	8	\$1,760	8	\$1,760	36	\$7,920	24	\$5,280	140	\$30,800
Envir. Project Manager III	\$145	12	\$1,740	80	\$11,600	20	\$2,900	8	\$1,160	44	\$6,380	20	\$2,900		\$0	16	\$2,320	200	\$29,000
Envir. Project Manager I	\$125	2	\$250	1	\$125		\$0		\$0	4	\$500		\$0		\$0		\$0	7	\$875
Sr AQ Specialist III	\$180	2	\$360	2	\$360		\$0		\$0	4	\$720		\$0		\$0		\$0	8	\$1,440
Environmental Planner II	\$100	50	\$5,000	320	\$32,000	60	\$6,000	32	\$3,200	16	\$1,600	12	\$1,200		\$0		\$0	490	\$49,000
Principal Cultural Resources Specialist	\$155		\$0	4	\$620		\$0		\$0		\$0		\$0		\$0		\$0	4	\$620
Principal Biologist	\$220		\$0		\$0		\$0		\$0	2	\$440		\$0		\$0	6	\$1,320	8	\$1,760
Biology Project Manager	\$157		\$0	4	\$628		\$0		\$0	6	\$942		\$0		\$0		\$0	10	\$1,570
Sr. GIS Specialist	\$140	2	\$280	12	\$1,680	4	\$560	2	\$280		\$0		\$0		\$0		\$0	20	\$2,800
Word Processor	\$79	4	\$316	12	\$948	8	\$632	8	\$632	16	\$1,264	4	\$316	-	\$0	-	\$0	52	\$4,108
Subtotal HELIX Labor		86	\$11,026	475	\$56,761	100	\$11,852	52	\$5,712	100	\$13,606	44	\$6,176	36	\$7,920	46	\$8,920	939	\$121,973

EXPENSES		Task 2A.1	Task 2A.2	Task 2A.3	Task 2A.4	Task 2A.5	Task 2A.6	Task 2A.7	Task 2A.8	TOTAL
Document Reproduction		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50	\$50
Mileage	\$0.580	170	\$95	\$0	\$0	\$0	\$0	\$0	330	\$185
Subtotal Expenses		\$95	\$0	\$0	\$0	\$0	\$0	\$0	\$235	\$330
HELIX Mark-Up on Expenses	10%	\$10	\$0	\$0	\$0	\$0	\$0	\$0	\$24	\$34
Total Expenses		\$105	\$0	\$0	\$0	\$0	\$0	\$0	\$259	\$364

TOTAL		\$11,131	\$56,761	\$11,852	\$5,712	\$13,606	\$6,176	\$7,920	\$9,179	\$122,337
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