

**AMENDMENT NO. 3 TO
AGREEMENT BETWEEN CIVILPROS
AND THE CITY OF MENIFEE FOR CIP 20-01: BUNDY CANYON ROAD/SCOTT ROAD
WIDENING PROJECT PROFESSIONAL ENGINEERING SERVICES**

This is Amendment No. 3 to that certain AGREEMENT for Professional Services Agreement ("Agreement") made on **September 18, 2019** between the City of Menifee ("City") and **CIVILPROS** ("Consultant") for **CIP 20-01: BUNDY CANYON ROAD/SCOTT ROAD WIDENING PROJECT PROFESSIONAL ENGINEERING SERVICES** which Amendment No. 3 is made and entered into on January 19, **2022** to increase the scope of work and compensation amount as indicated below:

1. Section 2, "Compensation" is amended to increase the maximum compensation by **\$520,900.00 (FIVE HUNDRED TWENTY THOUSAND NINE HUNDRED DOLLARS AND ZERO CENTS)**, and is amended to read as follows:

Section 2. COMPENSATION.

City hereby agrees to pay Consultant a sum not to exceed **\$2,996,759.00 (TWO MILLION NINE HUNDRED NINETY SIX THOUSAND SEVEN HUNDRED FIFTY NINE DOLLARS AND ZERO CENTS)** notwithstanding any contrary indications that may be contained in Consultant's proposal, for 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 services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized in advance by City, Consultant shall not bill City for duplicate services performed by more than one person.

2. **Section 3.** Exhibit A, Scope of Services is supplemented to include **Amendment No. 3 Scope of Work Additional Work**, which supplement is attached as Exhibit A hereto. **"Amendment No. 3 Scope of Work Additional Work (Amendment No. 3)"** is not intended to replace the original Exhibit A to the Agreement, but instead to augment and increase the scope of work listed in the original Exhibit A to the Agreement.
3. All other terms and conditions of the Agreement remain in full force and effect.

CITY OF MENIFEE

DocuSigned by:



Armando G. Villa, City Manager

Attest:

DocuSigned by:



Sarah A. Manwaring, City Clerk

Approved as to Form:

DocuSigned by:



Jeffrey T. Melching, City Attorney

CIVILPROS

DocuSigned by:



Basem Muallem, Vice President

DocuSigned by:



David Berryman, Senior Project Manager

Amendment No. 3 – Exhibit A: Scope of Work Additional Work

(See following pages for additional detail)



December 8, 2021

The City of Menifee
Public Works Department
29844 Haun Road
Menifee, CA 92586

Attention: Carlos Geronimo, PE Principal Engineer

**Subject: Bundy Canyon / Scott Road Widening (CIP 20-01) – Additional Services for NEPA
Environmental Document
AMENDMENT #3**

Dear Carlos:

Based on the desire to access federal funding to help secure construction funding for this project, it is our understanding that the City would like to prepare a NEPA (National Environmental Protection Agency) document to be ready for such funding opportunity. This will involve additional level of effort from our civil/environmental team. See summary of items below and the attached. These items are not part of our current scope for this project.

- 1. NEW Environmental effort to prepare NEPA Environmental Document**
 - See attached Scope "Attachment A" from Rincon
 - **Total Additional Fee = \$355,034**
- 2. Additional Project Management to support Item #1 above**
 - Extend monthly PDT Meetings and General Administration
 - **Total Additional Fee = \$21,648**
- 3. Additional Civil effort to support Item #1 above**
 - Prepare exhibits and provide information in order to support the NEPA effort
 - **Total Additional Fee = \$7,575**
- 4. Traffic Impact Analysis to support Item #1 above**
 - **Total Additional Fee = \$71,893**
- 5. Water Quality Assessment Report to support Item #1 above**
 - **Total Additional Fee = \$64,750**



Attached to this letter and the NEPA scope of work is a complete cost breakdown for each of the noted items above.

CivilPros hereby requests that the Public Works Department issue a contract change order for the above noted items in the total amount not to exceed **\$520,900** and would result in a new total contract amount of \$2,996,759.

Feel free to contact me at 909-214-5995 or Basem.Muallem@civilpros.com if you have any questions or would like to discuss this request in more detail.

Sincerely,

Basem Muallem
Assistant Vice President

Attachments:
Detailed NEPA Scope of Work
Fee Schedule

ATTACHMENT A**Scope of Work****Bundy Canyon / Scott Road Project – NEPA Clearance****SCOPE OF WORK****TASK 1.0 PROJECT MANAGEMENT**

Rincon Consultants (Rincon) will manage project duties to assure a cost efficient, quality product and defensible process. As the environmental National Environmental Policy Act (NEPA) consultant, our staff will provide a suite of disciplines to effectively coordinate and communicate leading to project approval. Within this task, Rincon will do the following:

- Prepare and maintain the environmental quality control plan
- Prepare monthly project documentation and invoicing
- Prepare and maintain the project schedule for environmental approval activities

Rincon will take an aggressive approach to ensure the timely resolution of issues. Note: This budget assumes that the project NEPA Environmental Assessment (EA) phase will take no more than 18 months. If this project phase lasts longer, the budget for project management will be adjusted to accommodate additional meetings, monthly documentation, etc. Objectives of the coordination will include identifying feasible mitigation options and preparing for initial and final coordination with regulatory agencies. Rincon will arrange kick-off meeting, prepare project description, attend and prepare Project Development Team (PDT) meetings, meet with agencies (up to 3 meetings), prepare agendas, provide progress reports including schedule updates, and provide a list of action items to the team.

TASK 2.0 ENVIRONMENTAL APPROVAL

The Rincon Team would provide management and analysis services to complete the NEPA EA and supporting technical studies. Our approach will utilize the existing California Environmental Quality Act (CEQA) Environmental Impact Report (EIR) technical studies to the extent possible. Although we anticipate the addition of several studies along with updating the existing studies that are required for NEPA approval.

The Caltrans environmental experience of the Rincon Team will ensure a streamline preparation of the environmental documentation pursuant to FHWA Standards consistent with Caltrans' Standard Environmental References (SER). In addition, the Rincon Team's extensive background in regulatory permitting will enable the Rincon Team to utilize



relationships with local jurisdictions to complete the required permits, coordinate successful meetings, and provide leverage during negotiations with the resource agencies.

TASK 2.1 PROJECT DESCRIPTION AND ALTERNATIVE EVALUATION

The Rincon team will assist the City in getting the project moving in fast forward. Based upon the kick-off meeting discussion and City direction, Rincon will prepare a detailed work plan and schedule for completing key milestones for project implementation. The Rincon team will bring their knowledge and experience from working on similar projects that have transitioned from CEQA to NEPA to the table for discussion. Rincon will work with the Public Works Department to determine the management and communication approach best suited for this project and the extent to which the team will convene throughout the course of the project (e.g., monthly or bi-weekly progress meetings). Project team communication protocol would be established at this time as well. The kick-off meeting would be used to establish schedules and expectations of the project team and participating agencies. All available documentation and files on the project would be provided to the Rincon team in order to expedite the first leg of the project - existing data review and research.

TASK 2.2 RESEARCH, INVESTIGATION AND REFINEMENT OF PURPOSE & NEED

Following the project kick-off meeting, the Rincon team will review all available data, including engineering/feasibility studies, environmental studies, planning documents, and geohydrology for the project. Rincon will utilize as much existing data as possible and supplement where necessary.

The Rincon team will identify data gaps, additional data needs and environmental survey or assessment constraints, such as seasonal survey limitations and compatibility with the project schedule. Rincon will continue to work with City and Caltrans to refine the Purpose and Need statement so that it accurately reflects the project intent and clearly defines the goals of the project.



TASK 2.3 PRELIMINARY ENVIRONMENTAL STUDY (PES)

In accordance with current Caltrans Guidelines, Rincon will prepare a PES for the project in support of the engineering and design services to be provided by the CivilPros project engineer. Rincon will meet with City staff, CivilPros project engineer, and Caltrans to define the project description and schedule and to develop a mutual understanding of the issues and impacts of the project. During this task, Rincon will review existing information and participate in a field review of the project site with the CivilPros project engineer, the City, and Caltrans. Rincon will prepare a draft PES form (using the standard Caltrans form) prior to the site meeting with the CivilPros project engineer, the City, and Caltrans. The draft PES will be reviewed and revised, if necessary, per discussions at the field meeting. Then, the PES will be submitted to Caltrans for signature and distribution to the project team. Rincon's technical staff will attend one field meeting (site visit) as required by Caltrans to discuss possible environmental issues with its staff.

This task includes up to 3 rounds of comments from Caltrans.

TASK 2.4 TECHNICAL STUDIES

The following environmental issue areas may need further review and/or analysis for NEPA compliance. The work efforts associated with each of these issue areas is provided below.

FINALIZE ENVIRONMENTAL FOOTPRINT

Rincon in coordination with the CivilPros will prepare the environmental footprint to include all project elements. The footprint will be used as a cornerstone of the environmental analysis (in the technical studies and environmental document) to identify the physical boundaries of the project study area.



BIOLOGICAL RESOURCE SERVICES**NATURAL ENVIRONMENT STUDY**

Rincon will review previously prepared 2021 MSHCP Consistency Analysis and Habitat Assessment Report to ensure that the literature review is up to date and document any existence or potential occurrence of sensitive plant and animal species on the project site or in the vicinity. Federal and State lists of sensitive species and current database records, including the California Natural Diversity Database (California Department of Fish and Wildlife, 2019) and the California Native Plant Society's Electronic Inventory of Rare and Endangered Vascular Plants of California (Skinner, et al., 2007), will be examined. In accordance with Caltrans guidelines, Consultant will re-submit, if necessary, a letter to the U.S. Fish and Wildlife Service requesting a list of threatened and endangered species known from the project vicinity. The results of the records search will be summarized in a table and included in the Natural Environment Study – Minimal Impact (NES-MI). The Biological Study Area (BSA) will be determined through coordination with a Caltrans Biologist.

If necessary, the fieldwork will be conducted by qualified biologists in order to re-document the presence/absence of sensitive biological resources (e.g., species or habitats), or to determine the potential for occurrence of such resources that may not be detectable when the fieldwork is conducted. The location of any sensitive biological resources present on site, including plants and plant communities, will be mapped. A jurisdictional delineation, described below, will be reviewed and updated as needed as part of this NES-MI. Additional focused surveys that may be required are described in the Potential Additional Technical Studies section below.

Rincon will update the 2021 MSHCP Consistency Analysis and Habitat Assessment Report into the NES-MI format that will include a description of the field methods used and the results of the biological assessment of the project area. The report will include a list of plant and animal species present within the project area and a general description of the plant communities occurring. If any sensitive resources are found on the site, Consultant will prepare and include in the NES-MI a graphic displaying the location of the sensitive plant communities on site and any sensitive biological resources observed. Tables describing sensitive species and their habitats that are present or potentially present will also be provided in the report. Our report will also identify and assess project impacts on the existing biological resources, including any sensitive species. Mitigation measures will



Scope of Work**Bundy Canyon / Scott Road Project – NEPA Clearance**

also be included as necessary. These mitigation measures may be conceptual (i.e., specific restoration plans are not included in this scope).

The proposed scope of services includes an update to the existing 2021 MSHCP Consistency Analysis and Habitat Assessment Report into the required NES document to be reviewed by (1) the City of Menifee, and (2) Caltrans. The Rincon team will prepare and distribute electronic copies of the NES-MI for each of the two review cycles and will respond to comments and update the NES-MI as needed for completion of each cycle.

The Rincon biologist will be available to attend up to two team meetings, including PDT meetings.

Focused Surveys for Special Status Species

Based on the results of a previous literature review, the proposed project may have potential effects to the following special status species:

- least Bell's vireo

Understanding that the Rincon team is currently conducting 2021 protocol surveys for the least Bell's vireo (LBVI), it is determined we need data for a subsequent year, this task assumes protocol surveys for 2022. The scope of these surveys would be dependent on the extent of habitat to be surveyed for a particular species, and coordination with the U.S Fish and Wildlife Service (USFWS) and/or California Department of Fish and Wildlife (CDFW) as appropriate. Since the scope and nature of the surveys has not yet been determined by Caltrans, the cost for focused surveys cannot be accurately estimated. However, an estimate of costs has been included based on the focused survey study area noted in the 2021 MSHCP Consistency Analysis and Habitat Assessment Report for each species.

Consultant will prepare letter reports summarizing the results of any necessary focused surveys.

BIOLOGICAL ASSESSMENT

If threatened or endangered species may be affected by the project, coordination with the USFWS and CDFW will be required for compliance with the Federal/State Endangered Species Acts.

In the event that endangered species (i.e., Vernal Pool / Fairy Shrimp, least Bell's vireo, & southwestern willow flycatcher) or critical habitats are present, Rincon will be available to



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provide assistance with the Endangered Species Act Section 7 Consultation process, including preparation of the Biological Assessment, attendance at meetings, coordination with the project team, responding to information requests from the U.S. Fish and Wildlife Service, and researching mitigation options. If assistance with the Section 7 Consultation process along with a Biological Assessment (BA) is required, a separate scope and fee will be developed. However, based on the previous biological report prepared for the CEQA, there is no evidence to support a BA would be required.

CULTURAL RESOURCE SERVICES**AREA OF POTENTIAL EFFECT**

Rincon shall prepare a draft Area of Potential Effect (APE) for cultural resources at the proposed project area prior to the survey and in conjunction with the Caltrans District 8 Professionally Qualified Staff (PQS). The map will be modified depending upon the findings of the field survey and any changes will be reflected in a revised APE. It should be noted that Rincon can only draft APE maps, and the final APE maps must be reviewed and approved by Caltrans.

HISTORICAL PROPERTIES SURVEY REPORT

Rincon shall prepare the HPSR. The proposed project will be subject to compliance with Section 106 of the National Historic Preservation Act. Caltrans administers Section 106 compliance on behalf of FHWA and requires that documentation conform to specifications contained in the SER and the Section 106 Programmatic Agreement (PA). All work required for this contract will be supervised by professionals that meet the standards established by the U.S. Secretary of the Interior for work in history and architectural history.

ARCHEOLOGICAL SURVEY REPORT

Rincon shall prepare the Archeological Survey Report (ASR). Because the Bundy Canyon / Scott Road corridor is in a primarily developed section of Riverside County and the project alternative is not anticipated to impact areas much beyond the current rights of way, it is likely that prehistoric and historic archaeological resources have been not been preserved due to recent development. All work required for this contract will be supervised by professionals that meet the standards established by the U.S. Secretary of the Interior for work in archaeology.



Scope of Work**Bundy Canyon / Scott Road Project – NEPA Clearance**

A Historical Resources Evaluation Report (HRER) is not included in the scope rather it is anticipated that the project can rely on the HRER that was prepared for the project as part of the CEQA Addendum.

AIR QUALITY ASSESSMENT

Rincon will update the air quality analysis technical study and global climate change documentation consistent with Caltrans SER guidelines, to include a discussion on the current status of the California Clean Air Act and the South Coast Air Pollution Control District's (SCAPCD). Existing pollutant data will be obtained from the nearest SCAPCD monitoring station.

Consistency with the Southern California Association of Governments' (SCAG) projections for socio-economic data (e.g. population, housing, employment by industry) and transportation activities from the 2016 Regional Transportation Plan / Sustainable Communities Strategy (2016 RTP/SCS) will be evaluated based upon Conformity Analysis criteria for public works projects.

Utilizing the CEQA compliant air quality analysis to the maximum extent possible, Rincon will provide additional analyses that are required per FHWA Conformity requirements ensuring the additional analyses are performed and documented in consistency with Caltrans SER guidelines. FHWA Conformity requirements may include the include completing the transportation air quality checklist, determining if the project is subject to conformity requirements, if it is documented in and thereby conform to the RTP and RTIP, ensuring the project is not a Project of Air Quality Concern (POAQC) for PM 10 and PM 2.5, a CO Hot Spot Analysis, and a Mobile Source Air Toxics (MSAT) analysis. These additional work efforts and analysis related to FHWA Conformity requirements must strictly adhere to Caltrans SER guidelines.

AIR QUALITY CHECKLIST

The Air Quality Conformity Findings Checklist (DOCX) summarizes and documents the conformity analysis and determination for projects. The checklist must be completed for all projects on and off the SHS for which a NEPA environmental document or determination will be prepared. The checklist is completed and signed by the District/Region air quality specialist, indicating that the analysis is complete and documented in the project file. If the project is exempt from conformity analysis (Steps 1 and 2 only), then the Environmental Planner/Generalist may sign the checklist.



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For projects processed pursuant to 23 USC 326 CE Assignment (except for 771.117(c)(22), (c)(23), (c)(26), (c)(27), or (c)(28)¹) for which an Air Quality Conformity Analysis is required, the Senior Environmental Planner's signature on the Categorical Exclusion (CE) formally documents the conformity determination for the project. If hot-spot or other analysis is done to back up checklist entries, such as use of the CO Protocol to determine whether modeling is needed, that analysis must be retained in the project file.

For projects processed pursuant to 23 USC 327 NEPA Assignment, the Department will document the air quality conformity analysis and submit it to FHWA who will make the formal conformity determination. The air quality conformity analysis and request for air quality conformity determination must be submitted by the Department to FHWA. The Air Quality Conformity Analysis annotated outline is available on the [SER Forms and Templates page](#). The FHWA conformity determination must be received before NEPA can be completed. FHWA's June 21, 2007 letter and "Transportation Conformity and NEPA Assumption Questions and Answers" describe FHWA's expectations for the 23 USC 327 project-level air quality conformity determination process. The FHWA determination shall be included in the environmental document.

AIR QUALITY CONFORMITY ANALYSIS

The project-level conformity documentation is done by the air quality specialist and documented in the technical report. The environmental document preparer will summarize the results in the environmental document. Ensuring conformity and documenting it is a step-by-step process. Here are the basic steps:

- Determine if the project area is subject to conformity requirements (within a nonattainment or maintenance area for a federal criteria air pollutant).
- If so, determine if the project exempt from conformity, or at least from regional conformity analysis, requirements

If not exempt, confirm:

- Status of Regional Transportation Plan (RTP) and Transportation Improvement Program (TIP) conformity, or if an Isolated Rural area the date and status of the most recent regional conformity analysis.
- That the project listed in the conforming RTP and TIP, or in a previous regional emission analysis if in an Isolated Rural area.
- If not, include the results of a regional emission analysis done for the project (usually only in Isolated Rural areas).
- If in a carbon monoxide (CO) and/or particulate matter (PM_{2.5}, PM₁₀) area, include results of "hot-spot" analysis with respect to conformity requirements.


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rincon

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Scope of Work**Bundy Canyon / Scott Road Project – NEPA Clearance**

- Determine whether the project implements a Transportation Control Measure (TCM) identified in the applicable air quality plan (SIP) and RTP; if not a TCM, confirm that the project does not interfere with implementation of any TCMs.

ISA CHECKLIST**Project Screening and Scheduling of Subsequent Studies**

During the Project Initiation Document (PID; K) phase, the DHWTS and environmental generalists screen the project for the potential to encounter hazardous materials, hazardous waste, and contamination and assess the need for subsequent studies. For projects off the SHS, local agencies, or their consultants perform the screening and document it on the PES form. Project screening activities generally include the following:

- Project evaluation;
- Department record review;
- Regulatory agency record review; and
- Field visit.

Project Evaluation

Determine what activities the project will include, such as excavation, acquisition of new right of way, structure demolition or modification, etc. The nature of the project will control how extensive activities to identify hazardous materials, hazardous waste, and contamination need to be and what they will include. For example, a project not involving acquisition of new right of way, structure demolition or modification, or excavation of any kind may not require extensive evaluation; however even in this case, the DHWTS must still be consulted in order to evaluate the potential for hazardous materials and hazardous waste issues (e.g., lead based paints, asbestos containing materials, etc.).

Department Records Review

Utilize all available Department records (and local agency records when appropriate) and confer with knowledgeable staff. For example, Right of Way records may have information about past land uses. Maintenance may have records of chemical spills along the SHS within the project study area. As-builts may show structures of concern such as underground storage tanks or the proximity of the highway to nearby suspect properties such as mining and mill sites. As of July 2009, the Department began maintaining a database of locations where soils containing aerially deposited lead (ADL) have been placed in accordance with the variance issued by DTSC. This database must be checked to determine whether proposed projects have the potential to disturb these soils. The DHWTS may have specific knowledge about property conditions as a result of work on other projects.



Scope of Work**Bundy Canyon / Scott Road Project – NEPA Clearance****Regulatory Agency Records Review**

Research regulatory agency records for the properties that are within the project alternatives. Typically this is done through a private vendor who generates a report for the study area from regulatory information they have compiled in a geographical information system (GIS). The report generated includes, but is not limited to, sites with reported leaking underground storage tank (LUST) sites, registered tanks, waste generators, and sites on the Cortese List. It is important to obtain this information early in the process. It is particularly important because when a site or property within the project boundaries is on the [Cortese List](#), California law prohibits the use of a Categorical Exemption (CE). The regulatory records report will be incorporated into the ISA, if one is necessary.

Field Visit

The field visit for project screening may be as minimal as a windshield survey if the property is uniform and featureless or as extensive as walking through the area and making visual observations of all accessible properties. In all cases, all observations must be well documented in field notes.

Scheduling of Subsequent Studies

If there is the potential for contamination within the project footprint, the risk posed to the project is evaluated during the screening process so that input can be provided to the Project Delivery Team (PDT) and the project schedule can be adjusted to accommodate the required subsequent studies. Different types of land uses have differing levels of risk for site contamination and related impacts to a transportation project. Additionally, certain types of non hazardous materials found on a property may impact the project because there are special handling requirements necessary as part of project delivery activities (e.g., NOA is not a hazardous waste, but requires special handling). The timing of the ISA, PSI, and DSI must be based upon the level of risk a property or site may pose to the cost, scope, and schedule of the transportation project. The higher the risk, the earlier the investigation steps should be taken in the project delivery process. For example, since high-risk properties or sites can make a project alternative nonviable, information detailed enough to support realistic cost estimates, risk assessments, and resulting adjustments to the transportation project schedule must be developed during the PID Phase (or, in the case of local assistance projects, by the time the Request for Authorization to Proceed Package is completed). In addition, if there are multiple properties or sites of any risk level located within the project footprint, the cumulative risk to the project may be elevated necessitating earlier assessment and investigation.

After project screening, at each subsequent step of the process (ISA, PSI, DSI) the risk posed to the project by any individual property, site, or combination of properties and sites must be



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reassessed and the schedule of subsequent studies and the schedule of the entire project adjusted accordingly.

If a full Initial Site Assessment Report is needed a separate scope and fee will be prepared.

NOISE IMPACT ANALYSIS

As this project will receive federal funding it is required to undergo CEQA and NEPA review to identify the environmental impacts of the project and determine whether identified impacts are significant. However, the requirements for CEQA compliance and NEPA compliance vary greatly within the requirements and approaches to analyses between a CEQA noise study and a NEPA compliant Noise Study Report (i.e. utilizing the Caltrans Traffic Noise Analysis Protocols (TNAP)). Details of the required components for the Noise Study Report, as provided in the Caltrans SER guidelines are discussed in further detail below.

The Bundy Canyon / Scott Road project will physically alter an existing roadway which significantly changes either the horizontal or vertical alignment or increases the number of through traffic lanes, classified as Type 1 projects, are required to undergo a detailed traffic noise analysis to satisfy NEPA/CEQA, FHWA, and the California Streets and Highways Code, Section 216 requirements. The traffic noise analysis will be performed in accordance with FHWA guidance 23 CFR 772, the Caltrans Traffic Noise Analysis Protocol (April 2020) and the Caltrans Technical Noise Supplement (September 2013).

The initial noise analysis was presented in the 2014 Environmental Impact Report covered CEQA, therefore, the technical team will develop the initial noise analysis, including the Caltrans updated Noise Protocol document from April of 2020. It is anticipated that the overall conclusions from the previous noise analysis will not change substantially but that the Noise Study Report will be prepared to reflect new Caltrans format and model changes. Further, it is assumed that the design alternatives will remain the same as defined in the initial NSR.

NOISE STUDY REPORT

A noise study report will be developed to summarize the findings from the traffic noise analysis.



Construction Noise Impacts

Short-term noise impacts from construction sources also will be analyzed qualitatively.

Development of the NSR

Rincon will prepare a Noise Study Report (NSR) based on Caltrans annotated outline dated April 2015. The NSR shall be prepared in accordance with the Caltrans and FHWA requirements to support the CEQA/NEPA environmental documentation. The NSR shall take into consideration impacts to frequent outdoor uses, as defined by FHWA, and recommend abatement measures as appropriate. The noise analysis will be performed in accordance with the Caltrans Traffic Noise Analysis Protocols (April 2020) and Technical Noise Supplement (September 2013).

A Draft Technical Noise report would be developed and circulated to the project team internally electronically for review and comment. The comments from the project team would be incorporated and incorporated into a Draft NSR and would be developed and circulated to Caltrans and the City of Menifee. It is assumed that Caltrans will review the technical noise report for a completeness review within 5 days of submittal. After the completeness review, Caltrans and the City of Menifee will provide comments to the project team within 45 calendar days. Comments received from Caltrans and the City of Menifee will be reviewed and incorporated and a final version of the NSR will be developed and circulated for Caltrans approval.

RELOCATION IMPACT REPORT

If relocations are anticipated, a relocation impact document should be prepared according to the guidance for relocation assistance provided by the Caltrans [Right-of-Way Manual, Chapter 10](#). Depending on the number and complexity of relocations, either a relocation impact memorandum, relocation impact statement, or relocation impact report may be appropriate. The community impact assessment technical report should assess all potential relocation impacts that could result from each project alternative, both positive and negative, and incorporate the appropriate relocation impact document (RID) as an appendix.

Analyzing Relocation Impacts

There are three aspects to displacements:

- number and characteristics of families, businesses, and community facilities displaced;
- probability that comparable decent, safe, and sanitary relocation sites can be found for those affected; and
- psychological and economic impacts associated with the relocation process.



Scope of Work

Bundy Canyon / Scott Road Project – NEPA Clearance

The analysis of relocation impacts in the community impact assessment technical report should include a discussion of the characteristics of the existing housing stock and business establishments in the affected area; housing policies and programs; development trends in the study area and larger regional context; and characteristics, attitudes, and special needs of those residents, and others who are being displaced.

Relocation impacts should be assessed in collaboration with Caltrans Right-of-Way Program staff, because these units typically collect most of the critical information needed for an analysis. [Chapter 10, Section 10.05.00.00 of the Caltrans Right-of-Way Manual](#) is an important reference for the type of information collected by Right-of-Way staff, which can also be beneficial for preparing a community impact assessment. The analysis of relocation impacts should begin with the preparation of the appropriate RID. The data gathered in the preparation of the RID will support the preparation of the relocation chapter of the community impact assessment technical report.

Relocation Impact Documents

The RID is prepared in support of the environmental document and will be completed at two intervals during the planning stage of the project: prior to the draft environmental document and prior to any route selection or acquisition activities. The RID format depends on the complexity of the project as determined by the number of displacements and the availability of replacement property.

Analysis Techniques

A relocation impact memorandum (RIM) is prepared if there are fewer than ten displacements and there is ample replacement property. A relocation impact statement (RIS) is prepared if there are ten or more displacements and ample replacement property is available. The relocation impact report (RIR) is prepared if there are complex relocations because of available replacement property, special considerations for displaced persons, or major impacts to minorities, the elderly, large families, and/or persons with disabilities.

Generally, a draft RID that is prepared for the draft environmental document will require a final RID when the project alternative has been selected and the final environmental report is prepared. Listed below are the minimum requirements for each RID.

- Identification of the project (Co., Rte., KP [PM], and description), including a general location map
- Identification of the displacement area and the potential replacement area, by alignment
- Number and type of occupants that may be displaced by each alignment
- Availability of replacement property by type, and a statement of its affordability
- List of all sources of information, including interviews with potential displaces (usually conducted for final documents only)
- Statement of how relocation will occur in a manner that minimizes the hardships on the displacees



- Project map showing the alignment

The RID should also contain helpful data, including the information listed below.

- Relocation advisory services information
- Proposed actions to remedy insufficient relocation housing, including commitments to last resort housing
- Summary of discussion with businesses, groups, and social agencies related to impacts on remaining businesses, potential sources of funding and other incentives that will be furnished to assist businesses and relocation impacts on special populations

COMMUNITY IMPACT ASSESSMENT

Rincon will prepare a Community Impact Assessment (CIA) that will identify the community impacts on neighborhoods, businesses, and minority and low-income populations, as well as the project's compatibility with the existing and future land uses and consistency with local land use plans, general plans, regional transportation plans, and habitat conservation plans. The community impact analysis will be prepared in accordance with Caltrans Environmental Handbook, Volume 4: Community Impact Assessment. The CIA will consider residential and business acquisitions and relocations; changes in access/circulation, community cohesion characteristics, demographic characteristics and growth; and demand for new or expanded community facilities. Data from the 2010 & 2020 U.S. Census will be used to identify characteristics of populations within census block groups traversed by or adjacent to the proposed project. Community profiles will also be collected for the City of Menifee, the County of Riverside, and the State of California to help identify regional and local trends related to demographics, local industry, occupations, and tax base. Property tax and sales tax revenue issues will be identified and discussed.

The CIA will include documentation on Environmental Justice issues pursuant to Executive Order 12898, Federal Actions to Address Environmental Justice in Minority and Low-Income Populations. The Environmental Justice documentation will include information on demographic and economic characteristics of the project area population and will identify the presence of any minority and low-income population groups. Potential adverse effects on the project area population, including minority and low-income population groups and disproportionately high and adverse effects on minority and low-income population groups will be analyzed.



WETLANDS ONLY PRACTICABLE ALTERNATIVE FINDING

Wetlands Only Practicable Alternative Finding

Early stage planning meetings allow for full discussion of project alternatives to avoid wetland/waters. These alternatives may need to be discussed in the environmental document as a "Wetlands Only Practicable Alternative Finding" (WOPAF). [Executive Order 11990](#), Protection of Wetlands (1977), calls for no net loss of habitats referred to as wetlands and established a national policy to avoid adverse effects on wetlands wherever there is a practicable alternative. The Federal Department of Transportation promulgated DOT Order 5660.1A in 1978 to comply with this direction. On Federally funded projects, effects to wetland/waters must be identified in the environmental document. Alternatives that avoid wetland/waters must be considered. If wetland/waters effects cannot be avoided, then all practicable measures to minimize harm must be included. If the preferred alternative is located in wetlands/waters, the final EIS needs to contain the finding required by Executive Order 11990. The finding will document compliance with the Executive Order 11990 requirements (23 CFR 771.125(a)(1)). The finding should be included in a separate subsection entitled "Wetlands Only Practicable Alternative Finding" and should be supported by the following information:

1. A reference to Executive Order 11990;
2. An explanation why there are no practicable alternatives to the proposed action;
3. An explanation why the proposed action includes all practicable measures to minimize harm to wetland/waters; and
4. A concluding statement that: "Based upon the above considerations, it is determined that there is no practicable alternative to the proposed construction in wetland and that the proposed action includes all practicable measures to minimize harm to wetlands which may result from such use."

VISUAL IMPACT CHECKLIST – QUESTIONNAIRE

To determine the level of analysis require, our technical team will prepare and fill out the questionnaire to evaluate the score as a guide to help determine the appropriate level of VIA documentation. This questionnaire assists the VIA preparer (i.e. Landscape Architect) in estimating the probable visual impacts of a proposed project on the environment and in understanding the degree and breadth of the possible visual issues. The goal is to develop a suitable document strategy that is thorough, concise and defensible. This task includes a team meeting with Caltrans to develop a work plan that will include the specific requirements that Caltrans wants in the VIA. Once Caltrans determine the low, mid or high range potential for the project, our technical team will put together a more detailed scope and fee.

This task includes the checklist questionnaire and one meeting with Caltrans.



TRAFFIC IMPACT ANALYSIS – ADD FROM CIVILPROS

TASK 2.5 ENVIRONMENTAL DOCUMENT

Utilizing the environmental analysis of the technical studies and the existing CEQA environmental document, the Rincon will prepare an Environmental Assessment (EA), consistent with the SER Guidelines. Preparation of the EA will include the following work efforts:

DRAFT PRELIMINARY ENVIRONMENTAL EVALUATION

Working in consultation with the relevant agencies, Rincon will prepare a draft statement of NEPA purpose and need. In cooperation with the agencies and the project engineer, Rincon will use the project description for each of the alternatives from the existing CEQA environmental document to be considered to meet the purpose and need. The establishment of purpose and need along with the project description are critical to the success of the project. The purpose and need/project objectives will require approval by the City and Caltrans.

This scope of work is based upon a no-build and up to three build alternatives. Rincon will prepare the Environmental Assessment (EA) per Caltrans SER and FHWA guidelines; its format will be determined in discussions with the agencies.

FINAL PRELIMINARY ENVIRONMENTAL EVALUATION

Rincon will incorporate the City and Caltrans comments into the Environmental Evaluation. In addition, Rincon will prepare the notices of preparation of an environmental document required by NEPA, and Caltrans for local, State and federal agencies and the general public. Rincon will prepare a Caltrans Notice of Initiation of Studies (NOIS) for review by the City and Caltrans and will distribute it by certified mail. If requested, Rincon will arrange a public meeting to initiate the public input.



ADMINISTRATIVE SCREENCHECK DRAFT ENVIRONMENTAL DOCUMENT (EA)

Rincon will incorporate the purpose and need/project description from prior task(s) and the technical studies into the screencheck document. Based upon available data, Rincon will prepare sections for land use, public safety, public services, recreation, and utilities. Rincon will rely on the use of the existing geotechnical and the updated hydrology information.

The EA will determine the following:

- Whether the project will have any significant adverse effects on the environment under both State and federal standards
- What potential mitigation measures are appropriate for such impacts
- Whether the mitigation measures reduce all impacts below a level of significance

Rincon will provide the Screencheck EA to agencies for review and comment, then revise it in response to the agencies' comments; then, a revised Screencheck EA will be provided to the agencies for review and comment, and it will be revised again in response to the agencies' comments.

DRAFT ENVIRONMENTAL DOCUMENT (EA)

Based on the previous task, Rincon will draft the EA for public review. The critical objective of the EA is to provide the general public and responsible agencies with the means to participate in the environmental process via written comments on issues addressed in the EA. Rincon will prepare the requisite public notices under State and federal law for distribution of the EA. Rincon will prepare the requisite number of copies of the document itself, accompanied by its technical documents; most copies will be electronic format. Rincon will coordinate the preparation of the distribution list with the City and Caltrans, and the firm assumes that the agencies will distribute the document.

RESPONSES TO COMMENTS

At the close of the public review period for the EA, Rincon would meet with Caltrans staff to review any received comments on the EA and to discuss potential responses to these comments. Then, Rincon would formulate responses to the comments and submit the response document to the agencies for review and comment. The agencies' comments will



Scope of Work**Bundy Canyon / Scott Road Project – NEPA Clearance**

be incorporated into the Response to Comments document, which will be submitted to Caltrans as an appendix to the EA for use in public hearings.

ENVIRONMENTAL COMMITMENTS RECORD

Prior to City approval, Rincon will prepare a mitigation monitoring plan/environmental commitments record, including monitoring forms, to assist the City in implementing the mitigation measures contained in the EA.

FINAL ENVIRONMENTAL DOCUMENT (EA)

The Rincon team will revise the Final EA based on comments received from the Project Team, and Caltrans, and will submit a Final EA to the Project Team for their review. The Final EA will include all information described above, as well as the Executive Summary and the ECR. On receipt of comments from the Project Team, the Rincon team will revise the document accordingly and will submit the Final EA for concurrence with the Project Team, Caltrans and FHWA review. A final FHWA checklist will be included in the submittal.

DRAFT FINDING OF NO SIGNIFICANT IMPACT (FONSI) (NEPA)

Following public review of the EA, Rincon will prepare a FONSI. The final steps in the NEPA process are dependent on Caltrans/FHWA procedures and any agreements with the cooperating agencies. Rincon would assist Caltrans in the completion of the federal process that would include preparation of a Draft FONSI for agency use.

TASK 3 REVALIDATION**RE-EVALUATION**

§ 23 CFR 771.129 Re-evaluations.

After approval of the EIS, FONSI, or CE designation, the applicant shall consult with the Administrator prior to requesting any major approvals or grants to establish whether or not the approved environmental document or CE designation remains valid for the requested Administration action. These consultations will be documented when



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determined necessary by the Administration. [52 FR 32660, Aug. 28, 1987; 53 FR 11066, Apr. 5, 1988]

Historically, the term “reevaluation” has been used generically to refer both to the process and to the document produced under 23 CFR 771.129. While most of time the meaning is understood, this mixed use of the term has led to some misunderstandings about which types of NEPA documentation need to be re-assessed and when. Consultation applies to all NEPA documentation [23 CFR 771.129(c)], whereas a written evaluation, with its 3 year timeframe, applies only to an EIS [23 CFR 771.129(a) and (b)]. To document consultation or re-validation of Categorical Exclusions (CEs) and Findings of No Significant Impact (FONSI)s, as well as to serve as a written evaluation of an EIS, a NEPA/CEQA Re-validation form has been developed. [Joint FHWA-CA Division/Caltrans Guidance on Reevaluation/Consultation](#) under NEPA has been prepared to provide consistency and clarity for the reevaluation/consultation process.

ADDITIONAL SERVICES**ENVIRONMENTAL DOCUMENT:
DRAFT QA/QC REVIEW (TIME & MATERIALS)**

Subsequent to Project Team, Caltrans and FHWA approval of all technical reports, the results of the technical studies will be presented in an Administrative Draft EA. The Rincon team will prepare an Administrative Draft EA, incorporating the findings of the technical studies for submittal to FHWA and Caltrans for review. The EA will be prepared in accordance with the requirements of NEPA, as well as the most current document formats and guidance posted on Caltrans SER (March 2020) web site. The Executive Summary will not be included in the Administrative Draft EA to reduce duplicative revisions in the document.

Short-term construction and long-term operational effects of each alternative will be considered. Appropriate avoidance, minimization and recommended mitigation measures will be described. Potential environmental effects, if any, of the proposed avoidance, minimization, and/or recommended mitigation measures will be identified. The Administrative Draft EA will address the potential indirect and cumulative effects of each alternative.



Scope of Work

Bundy Canyon / Scott Road Project – NEPA Clearance

The EA will be organized in a manner intended to reduce the presentation of duplicative information to the extent feasible for areas where the alternatives overlap.

The Administrative Draft EA will be provided to the Project Team for their review and comment prior to submittal to Caltrans. The Rincon team will revise the Administrative Draft EA pursuant to their comments and submit the document to the Project Team, and Caltrans for their concurrent review. The submittal to Caltrans will include a draft FHWA Checklist.

As part of the preparation of the Draft EA the Rincon team will prepare a draft Environmental Commitment Record (ECR) in accordance with NEPA for use in ensuring implementation of the recommended mitigation measures for the project. The ECR and the Caltrans SER will be used in the design and construction of improvements for the selected project alternative. For each environmental commitment, the ECR will include the following: description of the mitigation measure if applicable, the timing of implementation, the performance objectives, the requirements for verification of compliance, the party responsible for verifying compliance, and a summary of the potential impacts of the recommended mitigation measures.

Rincon team will review all technical studies to be incorporated into the EA for the following:

- Correct list and descriptions of the Build and No Build alternatives
- Adequate description of the existing setting for the environmental parameter
- Description of the regulatory setting and requirements for the environmental parameter, including the current Caltrans SER Guidance
- Identification of appropriate context when considering the severity of impacts under NEPA
- Identification of the potential short- and long-term adverse impacts and beneficial effects of the Build and No Build alternatives on the environmental parameter
- Description of avoidance, minimization and recommended mitigation measures for each identified adverse impacts; including a clear description of project design features that serve to avoid, minimize, or mitigate adverse project impacts
- List of preparers
- List of references and contacts



- Appendices/attachments as appropriate

The Consultant will not prepare the applicable EA sections until complete, final and approved technical reports for each of these parameters (described above) are provided.

The Rincon team has well established and implemented quality assurance and quality control (QA/QC) procedures for reviewing our environmental documents. All technical reports and the environmental document submitted for internal review and for submittal to all Project Team members will undergo the QA/QC review process to ensure our highest professional quality products. The Consultant's QA/QC procedures (e.g., redlined documents and comments and revisions) ensure records of QA/QC review for file and auditing purposes. The Consultant will prepare, track, and maintain response to comment matrices to accurately document Project Team, and agency comments and how they have been responded to in the revised documents including the technical reports, administrative draft EA and related forms and reports in preparation for public review.

DELIVERABLES:

- Comment matrices documenting Project Team, Caltrans and FHWA comments, and changes to the documents


ENVIRONMENTAL DOCUMENT: FINAL QA/QC REVIEW (TIME & MATERIALS)

Rincon will utilize the same QA/QC process implemented for the Draft EA for the preparation of the Final EA. As stated above, Rincon's QA/QC program is a well established and implemented quality assurance and quality control (QA/QC) procedure for reviewing environmental documents. All technical reports and the environmental document submitted for internal review and for submittal to all Project Team members will undergo the QA/QC review process to ensure our highest professional quality products. The Consultant's QA/QC procedures (e.g., redlined documents and comments and revisions) ensure records of QA/QC review for file and auditing purposes. The Consultant will prepare, track, and maintain response to comment matrices to accurately document Project Team, and agency comments and how they have been responded to in the revised documents including the technical reports, Final EA and related.



[illegible]

Bundy Canyon / Scott Road Widening Project
CIP 20-01
FEE PROPOSAL - AMENDMENT #3

 New. Better. Best.	CivilPros										Rincon Consultants														HydroSolutions					SUMMARY																	
	Basem Muallem	David Berryman	Mark Espinosa Dave Masters	Luis Flores	Mat Brabin	Nick Nichols	Melvinraj B Heckman	\$120	\$102		CivilPros Total Hours	CivilPros Total Cost	Principal in Charge	Director (REV)	Senior Supervisor II	Supervisor I	Senior Professional I	Professional III	Professional II	Associate II	GIS/QA/QC Specialist II	Technical Editor	Production Specialist	Consultant	Rincon Total Hours	Rincon Total Cost	James Miller	Design Engineer	Administration	MBI Total Hours	MBI Total Cost	Total Hours	Total Costs														
Task Descriptions	\$300	\$220	\$227	\$276	\$231	\$202	\$120	\$102					\$270	\$270	\$220	\$215	\$179	\$152	\$135	\$90	\$136	\$120	\$99	\$95		\$175	\$120	\$90																			
Historic Property Survey Report (HPSR)													3	10		20		20		25	2	4	2	1	67	\$14,331						87	\$14,331														
Archaeological Survey Report (ASR)													2	8		10		10		15	2	4	2	1	54	\$8,871						54	\$8,871														
Air Quality Study													2	8			30		25	25		4	2	4	100	\$14,911						100	\$14,911														
Air Quality Checklist													1	6			8		6	5				1	27	\$4,707						27	\$4,707														
Air Quality Conformity Analysis													1	8			12		10	0				1	44	\$7,255						44	\$7,255														
ISA Checklist													1	4			10		15		2				32	\$5,435						32	\$5,435														
Noise Study Report													2	6			15		20	18		4	2	4	71	\$10,325						71	\$10,325														
Relocation Impact Report													3	8		8	12		14	15	10	4	2	2	78	\$12,394						78	\$12,394														
Community Impact Analysis, Land Use & Growth Studies													2	6				25		18	4	2	4	69	\$9,136						59	\$9,136															
Wetlands Only Practicable Alternative Finding													1	4			8	10		15	2	2			40	\$5,924						40	\$5,924														
Visual Impact Checklist Questionnaire													1	2				2		15		2			22	\$2,824						22	\$2,824														
R-2.3 Environmental Document													35	183	50	40	84		30	373	42	44	44	19	944	\$191,377						944	\$191,377														
Administrative Screencheck Draft Environmental Assessment													6	25	30		20		15	75	15	10	10	5	211	\$32,795						211	\$32,795														
Draft Environmental Assessment													4	20	10		10		10	65	15	8	6	4	154	\$22,379						154	\$22,379														
Environmental Document, Draft QA/QC Review													4	12			20								36	\$7,900						36	\$7,900														
Responses to Comment													2	25						60		10	6	4	107	\$15,298						107	\$15,298														
Environmental Commitments Record													2	10					20			4			36	\$5,880						36	\$5,880														
Prepare Public Notices														10					15			2			27	\$4,410						27	\$4,410														
Public Circulation														10											10	\$2,700						10	\$2,700														
Public Meeting (1)													2	5			4			10	4				25	\$4,125						25	\$4,125														
Finalize Compliance with Federal Endangered Species Act Consultation													1	4		20				10					35	\$6,830						35	\$6,830														
Finalize Compliance with Section 106 Consultation													1			20				15			10		46	\$7,020						46	\$7,020														
Final Environmental Document (EA)													4	20	10		10			50	8	8	8	8	124	\$18,784						124	\$18,784														
Draft Finding of No Significant Impact (FONSI)													1	10						15			2	2	30	\$4,976						30	\$4,976														
Project Report and FED Review and Approve FED													2	10					6	18					35	\$5,879						35	\$5,879														
Environmental Document, Final QA/QC Review													4	12			20								36	\$7,900						36	\$7,900														
Completed Environmental Document/Final Notices													2	10						20					32	\$5,200						32	\$5,200														
R-3. Revalidation													2	14	2		2			20	6	2			49	\$6,144						49	\$6,144														
R-3.1 Revalidation													2	14	2		2			20	6	2			49	\$6,144						49	\$6,144														
Environmental Revalidation													2	14	2		2			20	6	2			49	\$6,144						49	\$6,144														
AMENDMENT #3 Totals																																															
												Total Labor Hours	646															Total Labor Hours	380			Total Labor Hours	3131														
												Total Labor Costs	\$ 101,116															Total Labor Costs	\$ 64,200			Total Labor Costs	\$ 511,450														
												ODCs	9,000															ODCs	450			ODCs	9,450														
												CIVILPROS Grand Total Cost	\$ 101,116															HYDRO Grand Total Cost	\$ 64,750			Grand Total Cost	\$ 520,900														
																																Funding Breakdown															