




## REPORT TO CITY COUNCIL

**DATE:** SEPTEMBER 14, 2016

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** GREG RAMIREZ, CITY MANAGER 

**BY:** NATHAN HAMBURGER, ASSISTANT CITY MANAGER   
ALLISON COOK, ASSISTANT PLANNING DIRECTOR 

**SUBJECT:** AGREEMENT BETWEEN THE CITY AND OAKMONT SENIOR LIVING FOR THE PAYMENT OF COSTS ASSOCIATED WITH THE PREPARATION OF ENVIRONMENTAL DOCUMENTATION RELATED TO THE OAKMONT AGOURA HILLS PROJECT

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The purpose of this item is to seek approval of an agreement between the City and Oakmont Senior Living (Applicant) to receive payment for the costs associated with the preparation of an Initial Study/Mitigated Negative Declaration (IS/MND), pursuant to the California Environmental Quality Act (CEQA) by Envicom Corporation (Consultant). The Agreement amount totals \$47,220, which includes the consultant's cost of preparing the IS/MND in the amount of \$39,350, with an additional \$7,870 to cover City staff costs to manage the preparation of the IS/MND, including preparing legal notices, and consultant coordination. A separate Agreement for Consultant Services between the City and Envicom Corporation for \$39,350 to prepare the IS/MND is also being brought forward to the City Council for consideration at the September 14, 2016 meeting.

Oakmont Senior Living has submitted an application for the Oakmont Agoura Hills Project, which includes a single two-story building with 72 units for senior assisted living and memory care, along with surface parking. City staff has determined that an IS/MND is necessary for this project. Envicom Corporation has submitted to the City a proposed scope of work to prepare the IS/MND, and staff finds the proposal acceptable. Envicom Corporation has provided CEQA document preparation services for the City several times in the past, and staff has been pleased with the firm's quality of work and timely product deliveries.

The proposed agreement has been reviewed by the City Attorney and approved as to form.

### RECOMMENDATION

Staff respectfully requests the City Council approve the Agreement with Oakmont Senior Living in the amount of \$47,220.

Attachment: Agreement for Payment of Costs in Connection with the Preparation of Environmental Documentation (including Exhibit A)

**AGREEMENT FOR PAYMENT OF COSTS  
IN CONNECTION WITH THE PREPARATION OF  
ENVIRONMENTAL DOCUMENTATION**

THIS AGREEMENT is made on September 14 2016, by and between the City of Agoura Hills (hereinafter "City") and Oakmont Senior Living (hereinafter "Applicant").

1. Applicant requests that California Environmental Quality Act (CEQA) documentation ("environmental documentation") be prepared for, and under the direction of, City, but at Applicant's expense, for consideration in connection with processing of the proposed Conditional Use Permit/Oak Tree Permit/Sign Permit application for the construction of Oakmont Agoura Hills, a senior assisted living and memory care facility (the "Project") at 29353 Canwood Street, Assessor's Parcel Number 2053-001-005, Case Nos. CUP-01231-2016, OAK-01233-2016, and SIGN-01233-2016.

2. Costs for preparation of the environmental documentation will be as follows:

a. Costs incurred pursuant to an agreement between Envicom Corporation (hereinafter "Consultant") and City for preparation of the environmental documentation, the scope of work of which is attached hereto as Exhibit A. Consultant's estimate of the maximum cost of Consultant's services in the preparation of the environmental documentation is thirty nine thousand three hundred fifty dollars and zero cents (\$39,350.00) ("Consultant's Cost").

b. Staff time for research, writing, reviewing and processing is calculated by the number of hours spent times the current hourly rate of the employee or contractor, plus general overhead costs. This amount is estimated to be 20 percent of Consultant's Cost, i.e. seven thousand eight hundred seventy dollars and zero cents (\$7,870.00) ("Administrative Cost").

c. Additional Consultant and administrative costs are not included within the estimates in subsections (a) and (b) of this Section. To the extent such additional costs arise out of (1) new information supplied to the City regarding the project or its environmental impacts following circulation of the public draft environmental document; (2) incomplete or inaccurate information supplied to the City by Applicant or Applicant's agents; or (3) revisions to the environmental document made necessary, in the City's judgment, by changes to the Applicant's project.

3. Applicant hereby agrees to pay City in full for all costs and expenses incurred by City for preparation of the environmental documentation. Concurrently with execution of this Agreement, Applicant shall pay City the full amount of forty seven thousand two hundred twenty dollars and zero cents (\$47,220.00) (Consultant's Cost plus Administrative Cost).

4. Any excess of the amount deposited over the actual cost incurred

City to Applicant within fifteen (15) days from the date the Notice of Determination for the Project is filed with the County Clerk.

5. In the event Applicant abandons the Project and upon written request from Applicant directed to City's Director of the Planning Department, City will terminate or suspend performance of work by Consultant under the contract between City and Consultant. Applicant shall pay City for all costs incurred by City pursuant to its contract with Consultant and for all administrative and actual costs incurred by City.

6. Applicant shall not communicate with or discuss any matters relating to the preparation of environmental documentation with Consultant without prior approval from City's Director of the Planning Department or his duly authorized representative. Applicant shall address all questions regarding scheduling, content or distribution of the environmental documentation, or any related matters, to City staff, and not to Consultant. The purpose of this provision is to ensure that the environmental documentation is objective and is prepared on behalf of City, and not a document prepared for purposes of advocating approval of the Project.

7. Applicant hereby acknowledges and agrees as follows:

(a) City has sole discretion to select which of its employees are assigned to work on Applicant's applications;

(b) City has sole discretion to determine which persons City will hire as employees, contractors, and Consultant to work on the Applicant's applications.

(c) City has sole discretion to direct the work and evaluate the performance of the employees, contractors, and Consultant whom the City hires to work on Applicant's applications, and City retains the right to terminate or replace at any time any employee, contractor, or Consultant who is assigned to work on Applicant's applications.

8. City and Applicant hereby acknowledge and agree that processing of Applicant applications is not contingent on the hiring of any specific contractor or consultant.

9. City and Applicant hereby acknowledge and agree that the Applicant's duty to reimburse the City is not contingent upon the City's approval or disapproval of the Project or upon the result of any action of the City.

10. Entire Agreement. This Agreement constitutes the entire agreement between the parties thereto with respect to the subject matter of this Agreement. City and Applicant acknowledge that they have neither made nor accepted any other promise or obligation with respect to the subject matter of this Agreement.

11. Amendment. This Agreement may only be amended by a written document signed by the parties thereto.

12. Interpretation. This Agreement is deemed to have been prepared by all parties hereto, and any uncertainty or ambiguity herein shall not be interpreted against the drafter, but rather, if such ambiguity or uncertainty exists, shall be interpreted according to the applicable rules of contracts under the laws of the State of California.

13. Litigation; Recovery of Fees and Costs. In the event that City is required to initiate litigation to enforce this agreement or collect any sum due hereunder, the City shall be entitled to recover its reasonable attorneys fees and costs of suit should the City prevail.

14. Assignment. This Agreement shall be binding on and inure to the benefit of the parties and their heirs, successors, and assigns of the parties. Notwithstanding the foregoing, any reimbursement rights hereunder shall remain with Applicant unless Applicant specifically assigns those rights to a successor by a written assignment delivered to City. Applicant may assign its rights and transfer its obligations under this Agreement only with City's prior written consent, which shall not be unreasonably withheld or delayed. Immediately upon the granting of such consent and City's receipt of a duly executed assignment and assumption agreement by Applicant and Assignee in accordance with the requirements of this Agreement, Applicant shall be released from all liability and obligations hereunder.

15. Authority to Execute Agreement. The person or persons executing this Agreement on behalf of Applicant warrants and represents that he or she has the authority to execute this Agreement on behalf of Applicant and has the authority to bind Applicant to the performance of its obligations hereunder.

CITY OF AGOURA HILLS:

By: \_\_\_\_\_  
Harry Schwarz, Mayor

ATTEST:

\_\_\_\_\_  
Kimberly M. Rodrigues, MMC  
City Clerk  
APPROVED AS TO FORM:

\_\_\_\_\_  
Candice K. Lee  
City Attorney

APPLICANT:

OSL Properties LLC  
dba Oakmont Senior Living LLC  
9240 Old Redwood Highway, Ste. 200  
Windsor, CA 95452

By:  \_\_\_\_\_

Name: William P. Gallaher

Title Manager

OSL Properties LLC  
dba Oakmont Senior Living LLC  
9240 Old Redwood Highway, Ste. 200  
Windsor, CA 95452

By:  \_\_\_\_\_

Name: Joseph G. Lin

Title Chief Financial Officer

## Exhibit A



July 18, 2016

City of Agoura Hills  
3000 Ladyface Court  
Agoura Hills, CA 91301

Attn: Allison Cook, Assistant Planning Director

Subj: Proposal to Prepare an Initial Study/MND  
Oakmont Senior Living Project, Case #CUP-021231-2016) (*Envicom Project # 56-635-101*)

Dear Ms. Cook:

In response to your request, we have provided the following scope of work and cost proposal to prepare an Initial Study/(Mitigated) Negative Declaration for the Oakmont Senior Living project.

#### PROJECT UNDERSTANDING

The subject property (29353 Canwood Street) is a 5.7-acre site, which is proposed for the development of a 72-unit assisted living and memory care facility, with an anticipated resident population of 87 persons. The entire facility would be licensed by the state of California Department of Social Services as a Residential Care Facility for the Elderly, classified as "Assisted Living." Approximately 36% of the units (26 units) will be set aside specifically for residents needing memory care (i.e., residents with Alzheimer's disease and other forms of dementia). The development will require removal of billboards and a remnant foundation under a separate permit. The proposed project would consist of a two-story, 74,903 square foot structure designed for the special needs of seniors. Amenities would be provided, such as cooking and dining facilities, activity rooms, beauty salon, library, fitness center, private theater, and outside courtyards. The design will include landscaping that incorporates a fuel modification zone and a sound wall designed to reduce freeway noise levels to 65 dB. Parking exceeding code-requirements would be provided, which the applicant has calculated at 51 parking spaces. Transportation services will be included, providing resident access to shopping, doctor's appointments and other activities. The facility will operate a 20+ passenger bus as well as a smaller vehicle for local trips. Residents will be offered month-to-month leasing agreements. The length of stay for residents may range from a few months to over ten years. The facility will operate on a 24-hour basis, seven (7) days a week. The number of employees will fluctuate between a high of 30 employees during the day to a low of five (5) employees during the night shift. The applicant has calculated a total number of 60 individual employees and the full time equivalent at 49 employees.

Envicom Corporations role will be to prepare an Initial Study / Mitigated Negative Declaration (MND) on behalf of the City of Agoura Hills. We understand the applicant has provided or will prepare the following technical studies and plans for the project:

- Biology Report
- Oak Tree Map
- Trip Generation/ Parking Study
- Noise Study
- Conceptual LID/Drainage Report
- ALTA Survey
- Architectural Plans
- Geotechnical Investigation & Addendum
- Landscape Plan & Parking Shading Plan
- Photo Simulations





We have assumed that all of the technical studies have been prepared by qualified individuals/firms and provide accurate and adequate analysis that can be relied upon for preparation of the MND. In addition to the technical studies provided, Envicom Corporation will prepare the following technical studies:

- Jurisdictional Delineation
- Air Quality and Greenhouse Gas Emissions Analysis

The following is a description of the scope of work associated with preparation of the MND and technical studies:

### **SCOPE OF WORK**

#### **Task 1 - Administrative Draft Initial Study / MND**

Envicom Corporation will prepare an Initial Study pursuant to the California Environmental Quality Act (CEQA), which is anticipated to lead to an MND. The Initial Study will provide a detailed project description and address all topical areas contained in Appendix G of the CEQA Guidelines. The project description will be based on the existing conditions at the site, the project grading plans, applicant's project description narrative, architectural plans other descriptive information provided, and a list of required approvals from the City. The project description will include graphics showing the project location, the project site, and the proposed project plans, all of which will be based upon applicant-supplied materials.

The MND will be prepared in accordance with the procedural and substantive requirements set forth in the CEQA statute (Public Resources Code 21000 et seq.), the State CEQA Guidelines (California Code of Regulations, Section 15000 et seq.), including an explanation supporting each finding under each topical area. Technical documents or other data sources such as the General Plan EIR will be clearly cited. Available technical studies will be included as appendices to the Initial Study, or the reader may be referred to City files for lengthy documents.

#### *Deliverables:*

- Administrative Draft Initial Study/MND (MS Word and PDF) for City review

#### **Task 2 - Screencheck Draft IS / MND and MMP**

Upon receipt of one (1) consolidated set of City comments, Envicom Corporation will prepare the Screencheck Draft MND. A Mitigation Monitoring Program (MMP) will be prepared pursuant to Public Resources Code Section 21081.6, addressing all mitigation measures necessary to reduce project environmental impacts to a less than significant level.

#### *Deliverables:*

- Screencheck Draft Initial Study / MND and MMP (MS Word, PDF, and also, upon request one (1) unbound copy, upon request) for proofing and minor final comments by the City

#### **Task 3 - Public Draft IS / MND and MMP**

Upon receipt of one (1) consolidated set of minor final comments from City staff, Envicom Corporation will make required revisions to prepare the Initial Study / MND and MMP for the public review and provide copies to the City.

The City will be responsible for the Notice of Availability and Notice of Intent (NOA and NOI) to adopt the MND, and public distribution of the documents, as required by CEQA, including County Clerk posting, SCH mailing, and newspaper publication.

*Deliverables:*

- Public Draft Initial Study / MND (two volumes, one with the IS/MND and the other with the appendices) and MMP (6 hard copies and 17 CDs assumed)

**Task 4 - Final IS / MND, Response to Comments, and MMP**

Upon completion of the public review period for the Draft MND, we will respond to public and agency comments received during the public review period. Prior to receipt of these comments, it is difficult to estimate the level of effort required to prepare responses. Based on the level of public comments provided on similar projects within the City, we anticipate that no more than five (5) comment letters, with no comments that require additional analysis, or significant response to comments effort. Should the comments received be more extensive than anticipated, additional time required to respond will be billed on a time and materials basis. This task also includes City review of Envicom Corporation's preliminary responses to comments, to be provided electronically (Word format). We assume only minor City edits, as most issues will be well vetted by this stage. The budget for this task will not be exceeded without prior authorization. We have assumed the City will prepare and post the Notice of Determination (NOD).

*Deliverables:*

- Final Initial Study / MND and MMP (10 hard copies and three (3) CDs assumed)
- Assumes one (1) version of the Final Initial Study / MND and MMP

**Task 5 – Project Management/Meetings/Hearings**

Envicom Corporation has provided an allowance for meetings, conference calls, general coordination, and project management. Additionally, we have assumed attendance at two (2) public hearings.

**Materials/Direct Costs**

We assume direct costs to be incurred would include but would not be limited to materials and supplies, equipment usage, mileage, copying, delivery, mailing, and communications charges. Our direct cost fees are indicated in Envicom Corporation's 2016 Professional Fee Schedule (attached).

**TECHNICAL STUDIES**

***Biological Resources Report Peer Review and Supplemental Analysis, Including a Jurisdictional Wetland Delineation***

Envicom has performed a preliminary review of the biological resources report supplied by the applicant's consultant (FirstCarbon Solutions). We find the report to be a bit light in some areas and recommend some supplemental research and analysis. The supplemental analysis will include a more detailed literature review and field surveys. Envicom Corporation's work will be summarized in a brief technical memo to be placed in an appendix to the MND and incorporated into the MND analysis text. We will also prepare a jurisdictional wetland delineation, as a stand alone report, which will also be incorporated into the MND analysis. Tasks will include:

#### *Literature Review*

Adding to the information provided in the existing report, Envicom Corporation biologists will review published information on biological resources relevant to the project site specifically, and the region in general. These sources would include the following:

- Published information on regional plants, wildlife, and habitats that provide detail on habitat preferences, regional occurrences, and natural history.
- Recent reports on local biological resources that may contain information relevant to the project site.

#### *Field Surveys*

To conduct the jurisdictional delineation, we shall use the procedural and substantive requirements of the California Department of Fish and Wildlife (CDFW) and the U.S. Army Corps of Engineers (ACOE). Our field investigations will determine the type and acreage of waters of the United States, including wetlands and riparian habitat. For the determination of ACOE jurisdiction, we shall use the methods described in the Interim Regional Supplement to the Corps of Engineers 1987 Wetland Delineation Manual: Arid West Region 2006.

Our field biologists will also spot check the existing conditions data, and mapping provided by the previous biological resources report. The results of the peer review and spot-checking of the Biological Resources Assessment will be written directly into the Biological Resources section of the MND.

#### *Jurisdictional Delineation Report*

The report will include the following data:

- Setting – description of the site with maps and photographs, and the historical nature of the biological resources.
- Physical Characteristics – description of topography, soil, microclimate, agricultural and other known site disturbance.
- Vegetation – with reference to the plant species inventory, a description of the site's plant communities and their general distribution on the site.
- Jurisdictional Delineation - description of the methods used to identify waters and wetlands, the findings of the field surveys, a map of jurisdictional areas, and calculations of the acreage subject to each permitting agency's authorization description of jurisdictional plant communities, their distribution, and a list of the plant species and their indicator status in the jurisdictional areas. Wetland delineation forms and photographs will be provided as an appendix.
- Jurisdictional Map –the total jurisdictional areas shall be illustrated. The map shall indicate the areas defined as waters of the US, wetlands, and CDFW riparian.
- Impacts – description of the anticipated impacts to sensitive biological resources that would occur as a result of the proposed improvements.
- Mitigation – recommendations for mitigation measures to avoid, minimize, and/or offset the proposed impacts. The mitigation measures will be based upon recent experience in dealing with the Trustee Resource Agencies and will have a nexus to the proposed project's impacts.

#### *Biological Resources Report Peer Review and Jurisdictional Delineation Assumptions*

- Does not include attending meetings or processing permits with the Trustee Resource Agencies.
- Does not include preparation of a springtime rare plant survey or protocol surveys.

- Assumes existing biological resources setting in the applicant's consultants report is comprehensive and does not need significant revisions or additional information.

#### ***Noise Study Peer Review***

Envicom Corporation will peer review the noise study. This work may be performed with the assistance of staff at Giroux and Associates. This proposal assumes that no major changes in the noise study would be required. However, supplemental scope of work, if needed, could be performed by the applicant's technical consultant and peer reviewed by Envicom Corporation, or prepared by Envicom Corporation under a separate cost authorization.

#### ***Noise Study Peer Review Assumptions***

- Assumes the applicant-provided Noise Study is adequate for CEQA purposes and no changes to the study or to the project description occur.

#### ***Air Quality and Greenhouse Gas Emissions Analysis***

Envicom Corporation will provide an air quality and greenhouse gas emissions analysis in response to the state CEQA checklist questions. This work may be performed with the assistance of staff at Giroux and Associates. The analysis will quantify project impacts for the construction and operational phase and evaluate them against the CEQA Checklist and South Coast Air Quality District (SCAQMD) thresholds. The Air Quality and Greenhouse Emissions technical analysis will follow the latest protocols established by the SCAQMD. The analysis will be incorporated into the MND, with technical documentation (i.e., CalEEMod results) to be provided in an appendix.

#### ***Air Quality and Greenhouse Gas Emissions Analysis Assumptions***

- The air quality and greenhouse gas emissions analysis will be prepared for one (1) version of the project description and trip generation. Revisions to the project description, sustainability components, or traffic study may warrant additional costs.

### **WORK SCOPE, PRODUCT COST ASSUMPTIONS**

The scope of work, costs and schedule described herein are based upon the following assumptions:

- **Electronic Files** – All relevant reports, studies, surveys, and exhibits prepared for the project shall be made available, including electronic files of site topography.
- **General Limits of Scope:**
  - An MND is assumed to be the appropriate CEQA document.
  - The technical studies that are provided to us are assumed to be adequate to support the CEQA analysis, requiring minimal to no review comments by Envicom Corporation.
  - Although not anticipated at this point, if warranted, additional technical studies would be provided under separate authorization.
  - The project description will not substantially change once the project description has been completed.
  - Schedule timeframes may be modified upon mutual agreement with the City.
  - Budgets may be shifted between line items to avoid the need for contract amendments.
  - Additional rounds of review and/or attendance at additional public hearings would be provided under separate authorization.

## **COST**

Envicom Corporation will prepare the proposed scope of work on a time and materials basis for an amount not to exceed \$39,350.00. **Table 1** provides a detailed breakdown of the staffing, level of effort, hourly rates, and costs per task. Cost estimates are based on the 2016 Envicom Corporation Professional Fee Schedule.

### *Cost Assumptions:*

- An MND is the appropriate CEQA document.
- The City will provide a conceptual grading and site plans to be included in the project description and environmental analysis.
- The technical studies that are provided to us are assumed to be adequate to support the CEQA analysis, requiring minimal to no review comments by Envicom Corporation.
- The project description will not substantially change once the project description has been completed.
- Budgets may be shifted between line items, upon mutual agreement, to avoid the need for contract amendments.

## **SCHEDULE**

The MND will be completed according to the following time frame:

- Envicom Corporation Prepares Administrative MND – Within six (6) weeks after receipt of authorization, conceptual grading and site plans, and technical reports/materials.
- City reviews and comments on Administrative MND – Two (2) weeks.
- Envicom Corporation produces Screencheck MND in response to City comments – One (1) week.
- City reviews and comments on Screencheck MND – One (1) week.
- Envicom Corporation reproduces Public Draft MND – One (1) week.
- Public review of MND – 30 days.
- Envicom Corporation prepares response to public comments and Final MND – Within two (2) weeks after receipt of all comments received during the public review period.

We are prepared to commence upon your request and have the staff available to meet your schedule needs. We look forward to the opportunity of working with you on this project.

Sincerely,



Travis Cullen  
President

### **Attachments:**

- Table 1 – Cost Detail – Agoura Landmark Light Industrial Project Initial Study/Mitigated Negative Declaration
- 2016 Envicom Corporation Professional Fee Schedule



**PROFESSIONAL FEE SCHEDULE**  
**January 1, 2016**

Envicom Professional Fee Schedule applies to the following services:

- **Environmental Studies (CEQA/NEPA)**
- **Environmental Constraints Analyses**
- **Site Planning/Design**
- **Development Entitlements**
- **Biological Resource Studies**
- **ACOE/CDFW Jurisdictional Studies**
- **Trustee Agency Permit Procurement**
- **Habitat Restoration Plans**
- **Litigation Support**
- **Environmental Compliance**

**PERSONNEL**

Principal	\$200.00
Director	\$135.00-190.00
Senior Associate	\$160.00
Senior Project Manager/Biologist	\$90.00-\$140.00
Environmental Analyst/Staff Biologist	\$85.00-\$125.00
GIS/Mapping	\$95.00
Project Assistant/Production Specialist	\$65.00-\$85.00
Intern	\$50.00

Expert Witness testimony: One and one half times above listed rates (including depositions).

**PROJECT-RELATED EXPENSES:**

A **communication fee** of three percent (3%) of total labor billings will be charged for in-house costs for phone, fax, e-mail, postage, personal computer use, interim working copy reproductions and records maintenance/retention. **Travel expenses** (hotels, meals, rental vehicles, etc.) are charged at cost plus fifteen percent (15%). Per Diem charge for subsistence may be negotiated in lieu of actual direct expenses for hotels/meals. **Printing/Reproduction** rates for black and white copies will be charged at \$0.15 per page and in-house color copies at \$2.40 per 8-1/2x11 and \$2.85 per 11x17 copy. Oversized copies and plots will be as quoted. **Personal vehicle** use will be at current IRS rate (currently \$0.54 per mile). **Out of pocket direct expenses** identifiable to an assignment will be charged at cost plus fifteen percent (15%). **Subcontractors and sub-consultants** services billed at cost plus 10 percent (10%).

**EQUIPMENT RATES**

Envicom Corporation charges for consumable field materials and specialized equipment.

General Field Consumables (Stakes, Flagging, Plant and Tree Tags)	\$20.00/day
Field Animal Traps	\$35.00/day
Trimble GeoXT GPS	\$65.00/day
4 x 4 Trucks	\$25.00/hour

**PAYMENT**

Envicom Corporation invoices are submitted monthly and payment is due on or before the twenty-fifth (25<sup>th</sup>) day following the date of the invoice. Delays in timely payment of invoices may result in delay of work products.



**TABLE 1**  
**Oakmont Senior Living Project**  
**Initial Study / Mitigated Negative Declaration**  
**Cost Estimate**

Task	Staff/Subconsultants	Hours	Rate	Cost
<b>Task 1: Administrative Draft Initial Study / MND</b>				
	Director of Env. Services	12	\$185.00	\$2,220.00
	Project Manager	42	\$100.00	\$4,200.00
	Environmental Analyst 1	24	\$85.00	\$2,040.00
	Environmental Analyst 2	20	\$90.00	\$1,800.00
	GIS	12	\$95.00	\$1,140.00
	Administrative/WP	16	\$70.00	\$1,120.00
		<b>126</b>	<i>Subtotal</i>	<b>\$12,520.00</b>
<b>Task 2: Screencheck Draft IS / MND and MMP</b>				
	Director of Env. Services	6	\$185.00	\$1,110.00
	Project Manager	22	\$100.00	\$2,200.00
	Environmental Analyst 1	8	\$85.00	\$680.00
	GIS	4	\$95.00	\$380.00
	Administrative/WP	4	\$70.00	\$280.00
		<b>44</b>	<i>Subtotal</i>	<b>\$4,650.00</b>
<b>Task 3: Public Draft IS / MND and MMP</b>				
	Director of Env. Services	4	\$185.00	\$740.00
	Project Manager	10	\$100.00	\$1,000.00
	Environmental Analyst 1	6	\$85.00	\$510.00
	GIS/Production	6	\$95.00	\$570.00
	Administrative/WP	6	\$70.00	\$420.00
		<b>32</b>	<i>Subtotal</i>	<b>\$3,240.00</b>
<b>Task 4: Final IS/MND, Response to Comments, and MMP</b>				
	Director of Env. Services	4	\$185.00	\$740.00
	Project Manager	16	\$100.00	\$1,600.00
	Environmental Analyst 1	4	\$85.00	\$340.00
	GIS/Production	2	\$95.00	\$190.00
	Administrative/WP	6	\$70.00	\$420.00
		<b>32</b>	<i>Subtotal</i>	<b>\$3,290.00</b>
<b>Task 5: Project Management/Meetings/Hearings</b>				
	Director of Env. Services	8	\$185.00	\$1,480.00
	Project Manager	20	\$100.00	\$2,000.00
		<b>28</b>	<i>Subtotal</i>	<b>\$3,480.00</b>
			<b>MND Labor Subtotal</b>	<b>\$27,180.00</b>
<b>Materials/Direct Costs</b>				
	Printing of Admin Draft and Final IS/MND + Binding			\$1,100.00
	Graphics Materials/CDS/Reproductions			\$600.00
	General Mailing and Delivery Expenses			\$500.00
	Communications (Fax, Phone, etc.)			\$820.00
			<b>Materials/Direct Costs Subtotal</b>	<b>\$3,020.00</b>
			<b>MND TOTAL</b>	<b>\$30,200.00</b>
<b>Technical Studies</b>				
	<i>Biological Resources Study Peer Review and Jurisdictional Analysis</i>	Envicom Corporation		\$5,600.00
	<i>Air Quality and GHG Analysis</i>	Giroux & Associates		\$2,750.00
	<i>Noise Study Peer Review</i>	Giroux & Associates		\$800.00
			<b>TECHNICAL STUDIES TOTAL</b>	<b>\$9,150.00</b>
			<b>MND + TECHNICAL STUDIES TOTAL</b>	<b>\$39,350.00</b>
<b>NOTES:</b>				
1) Assumptions in the text of the proposal apply.				
2) Additional time for tasks (including meetings) can be provided on a time and materials basis, based upon the 2015 Envicom Corporation Fee Schedule.				
3) Envicom assumes that monies can be moved between tasks without a contract amendment.				