

December 22, 2014

Liz Jennings, ASLA
Project Manager
Mountains Recreation & Conservation Authority
570 West Avenue 26, Suite 100
Los Angeles, CA 90065

Subject: Proposal to Prepare the Environmental Documents for the
Pacoima Wash Mountain Bikeway

Dear Ms. Jennings:

Pareto Planning and Environmental Services (Pareto) is pleased to submit this proposal to prepare the environmental documentation for the Pacoima Wash Mountain Bikeway. The proposed bikeway will require environmental clearance under both the National Environmental Policy Act (NEPA) and the California Environmental Quality Act (CEQA). The MRCA will serve as the Lead Agency for the CEQA document and Caltrans will serve as the Lead Agency for the NEPA document. Given the nature of the project, it is likely that a Mitigated Negative Declaration (MND) will be the appropriate CEQA document for the project. Pursuant to 23 CFR 771.117(c) a bicycle facility is eligible for a Categorical Exclusion (CE) under NEPA. The MRCA will therefore be responsible for submitting a Preliminary Environmental Study (PES) form and any supporting technical studies requested by Caltrans, and Caltrans will complete of the CE form and process. We have had a preliminary discussion with Caltrans regarding the technical studies they are likely to request as part of the NEPA process. The Scope of Work and fee included in our proposal includes preparation of an MND, PES form and the supporting studies Caltrans has preliminarily indicated they are likely to request for this project

Pareto Planning is a small boutique environmental firm established in 2002. Pareto specializes in the preparation of environmental and planning documents. Services include preparation of CEQA and NEPA documents, preparation of comment letters for cities and community groups on environmental documents, provision of customized California Environmental Quality Act (CEQA) training for city staffs, and provision of contract staffing services for cities and other planning and environmental firms. Although Pareto is experienced in preparing both CEQA and NEPA documents, we have chosen to include staff from Willdan on our project team to assist in the preparation of the NEPA document, in order to facilitate timely completion of both the CEQA and NEPA processes. Pareto and Willdan have worked cooperatively for many years and Pareto's principal often serves as contract staff for Willdan. The Willdan staff included on the project team regularly prepares CE's for public works projects.

PROJECT TEAM

Pareto's highly qualified team for this work effort includes:

Susan O'Carroll, Ph.D. Dr. O'Carroll is the Principal of Pareto Planning. Dr. O'Carroll will serve as the **Project Manager** for the work effort. Dr. O'Carroll has managed the preparation of numerous Mitigated Negative Declarations and EIRs during her more than 20 years as an environmental planner. She recently assisted the MRCA as a member of the Final EIR team for the Malibu Parks Public Access Enhancement Plan - Public Works Plan and prepared the MND for the Marsh Park project. She is experienced in preparing EIRs for controversial projects and for projects where development and evaluation of a range of alternatives is key to clarifying the environmental issues facing decision-makers. Over the years she has prepared the CEQA/NEPA documents for two bikeway projects. Dr. O'Carroll will serve as the Project Manger for the work effort and the Task Manager for the CEQA document for the project.

Dean Sherer, AICP ENV SP, Willdan Director of Planning – Dean C. Sherer, will serve as the Task Manager for the preparation of the NEPA document. Mr. Sherer is an urban and environmental planner specializing in environmental documentation and analysis, land use planning, and general plan element preparation. Mr. Sherer has over 30 years of experience in the management and preparation of planning studies, public policy plans, and environmental documents pursuant to CEQA and NEPA. Mr. Sherer oversaw the preparation of the environmental documents for the PCH Bike Route Improvements in Malibu, the Palos Verdes Drive North Bike Lane in Rolling Hills Estates, and numerous roadway improvement projects requiring CEQA/NEPA documents.

Robert Sun, Willdan Senior Planner – Mr. Sun will assist Mr. Sherer with the preparation of the NEPA document and will assist Dr. O'Carroll with the preparation of the CEQA document, as needed. Mr. Sun has 17 years of experience in local government planning, emphasizing discretionary case processing and long-range advance planning programs. He also has prepared NEPA-related environmental studies for various kinds of projects including highway improvement projects and housing projects.

Joanne Itagaki, Willdan Engineering – Ms. Itagaki is a Senior Design Manager at Willdan with more than 30 years of experience in traffic and transportation engineering. She serves as the Traffic Engineering Deputy for the City of Norwalk and Traffic Advisor to the City of Rosemead. She is responsible for analysis, coordination, and design of a variety of projects, including preparation of traffic impact studies, engineering and traffic surveys, and design projects. Ms. Itagaki will act as the Task Manager for the traffic analysis for the project.

GPA Consulting will prepare the Natural Environmental Study (NES) documentation for the project. GPA's environmental division is led by the firm's Vice President, Rich Galvin, who has worked for numerous years in both the public sector (Caltrans) and private sector in Northern and Southern California. He will serve as the Task Manager for the NES. His inside knowledge of the processes of state and local agencies and his relationships within those agencies provide a smooth workflow for


GPA clients. GPA has prepared environmental documents and/or studies for a number of public works projects, including: the Calleguas Creek Bike Trail, the US-101 HOV Widening, the Riverside Drive Bridge Widening, and the Carpenter Road Bridge Seismic Retrofit.

Our proposal and the scopes of work have been developed to meet the needs of the MRCA and satisfy the requirements of CEQA and NEPA. However, should the proposed services exceed or fall short of your expectations, we would appreciate the opportunity to meet with you to review your concerns, make appropriate work program modifications, and revise the fee accordingly.

We appreciate the opportunity to submit this proposal and look forward to the possibility of working with the MRCA on this project. If you have any questions concerning this proposal, please contact me at: (818) 406-5962.

Respectfully submitted,

PARETO PLANNING AND ENVIROMENTAL SERVICES

A handwritten signature in cursive script that reads "Susan O'Carroll" with a small "sc" at the end.

Susan O'Carroll, Ph.D.
Principal

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PROJECT UNDERSTANDING AND KEY ISSUES

The Mountains Recreation & Conservation Authority (MRCA) proposes to create a bikeway along the Pacoima Wash (wash), in Los Angeles, California. The Pacoima Wash Mountain Bikeway would be a 3.25-mile long Class 1 bikeway stretching from the Lopez Earthen Dam and Debris Basin to the existing pedestrian and bicycle bridge at Haddon Avenue. The future Class I Bikeway will be located within some of the most densely populated areas of the San Fernando Valley, along the eastern edge of the City of San Fernando and the Pacoima area of the City of Los Angeles. The Bikeway will connect these communities to the Angeles National Forest providing opportunities for experiencing the natural forest of the foothills, and is a recommended project in the City of Los Angeles' Bicycle Master Plan and the County of Los Angeles' Master Plan. Additionally, the bikeway route will connect visitors to current and future urban parklands including MRCA's Pacoima Wash Natural Park and El Dorado Park (in planning).

The project area is in an urban, developed area adjacent to industrial and residential land uses. The banks of the wash are relatively flat and appear to be mostly paved. Vegetation in and adjacent to the project area is limited to sparse, weedy vegetation along the edges of the wash banks. There is no vegetation within the wash, and water flow in the wash appears to be intermittent. Wildlife is likely to forage and move locally in the project area, but because the project area is mostly surrounded by urban development, the project area is not likely to function as a regional wildlife movement corridor. Habitat in the area is generally disturbed; however, there are trees associated with the residential and industrial properties that could provide habitat for nesting birds, and existing trees and bridge structures could provide roosting habitat for bats.

The bikeway was recommended in the Pacoima Wash Vision Plan, generated in 2010, and would include several design features including a paved bikeway, several new crossings of the wash, fencing along the trail, increased access points, mileage markers, interpretive signage, lighting, pedestrian amenities such as seating, trash receptacles, and water fountains, erosion control measures, and native plantings. As part of the development of the project, two technical studies are being completed for the MRCA: a Geotechnical Study and a baseline hydraulics analysis by Tetra Tech. This information will be provided to assist our team in completion of the CEQA/NEPA documents.

The MRCA is in the process of determining the design of key crossings. It is our understanding that the MRCA intends to avoid any work within the wash. However, we have provided as optional tasks, the scope and fee for permits that would be triggered by any effects of the project on the wash.

As part of the development of our Scope of Work, we have had a preliminary conversation with Caltrans regarding the likely technical studies they will request to support the NEPA CE. Caltrans has indicated they are likely to request:

- A Natural Environmental Study (NES) to assess the potential biological resources effects of the project.
 - A traffic memorandum to discuss the at-grade street crossings and safety issues associated with any crossings.
 - Discussion of 4f (public lands) effects.
-

- Submittal of the hydraulics and flood plain analysis prepared by Tetra Tech

It is possible that Caltrans may request additional or more detailed studies once the NEPA process is and consultation has formally begun.



TASK 1
SCOPE OF WORK - NEPA
PREPARATION OF
THE PRELIMINARY ENVIRONMENTAL STUDY (PES)
AND SUPPORTING TECHNICAL STUDIES

Pursuant to Section 6005 of the NEPA Delegation Pilot Program, Caltrans will act as the lead NEPA agency for the project and will implement the Federal Highway Administration's (FHWA's) NEPA regulations (23 CFR 773). We anticipate the project's NEPA document will be a Categorical Exclusion (CE) (Section 6004) with Technical Studies, with the project qualifying for the following CE:

- *Bicycle and pedestrian lanes, paths, and facilities (See 23 CFR 771.117[c][3])*

To document this CE, we will prepare a Preliminary Environmental Studies (PES) Form and coordinate the preparation of all required Technical Studies to be prepared by Willdan Engineering or GPA Consulting.

Based on our experience, and a preliminary conversation with Caltrans, we anticipate that Caltrans will require the following Technical Studies for the proposed project:

- Biological Resources: Natural Environmental Study (NES)
- Traffic: Technical Memorandum
- Section 4(f): De Minimis Evaluation
- Floodplain: Location Hydraulic Study

The Location Hydraulic Study will be performed by Tetra Tech under a separate contract with MRCA and is not included in this proposal.

The actual CE determination for the bikeway improvement project will be made in consultation with Caltrans District 7 staff. If it is determined through consultation that a higher level of environmental documentation will be required, such as an Environmental Assessment (EA) leading to the adoption of a FONSI (Finding of No Significant Impact), or that additional technical studies are required, we will advise the MRCA and will prepare an amended scope and fee estimate for approval by the MRCA before proceeding with the expanded environmental analysis.

Task 1A -- NEPA Documentation Management/Coordination

The primary goal of this task is to maintain an open line of communication between the environmental team, MRCA, Caltrans and the resource management and permitting agencies throughout the environmental review and regulatory permitting processes. This would be accomplished through a combination of informal communication via telephone calls (4 hours assumed); attendance by the our NEPA Task Manager at one (1) project status or site visit meeting(s) of one to two (1-2) hours; and the submittal of periodic progress reports and pertinent written correspondence. NEPA Task Manager will also participate in a project kickoff meeting and a Caltrans field review meeting.

Deliverables:

- Meeting notes, e-mails summarizing conversations, progress reports
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Task 1B -- Environmental Study (PES) Form

Our NEPA Task Manager will attend a project kick-off meeting with the MRCA and Caltrans. Prior to this meeting, we will prepare a meeting agenda and a draft Preliminary Environmental Study (PES) form based on the preliminary bikeway designs and proposed bridge crossing locations. The primary objectives of this kick-off meeting are to facilitate review and approval of the PES form by Caltrans. Participants will then discuss and achieve consensus on:

- Initial identification of issues
- Scope of technical studies
- Approach to NEPA compliance
- Schedule for submittals
- Agency review periods
- Key environmental (Caltrans) participants/reviewers
- Project communication protocols.
- During the initial project kick-off meeting at the project site our NEPA Task Manager, MRCA, and Caltrans will review and finalize the PES form. Participants will discuss each element of the PES checklist form, refine the environmental study limits and potential modifications to the proposed pedestrian bridge crossing structures, and identify issues of concern and required technical studies. Once the review of the project site has been conducted and the checklist items have been discussed, Caltrans representatives will sign the PES form.

Deliverables:

- Project kick-off meeting and site visit with Caltrans
- Five (5) copies of a Draft PES Form and Final PES Form, Meeting Agenda, Meeting Notes, Tentative Schedule, and List of Key Contacts

Task 1C -- Technical Studies

Based on our review of the available information, and after discussing the project with Caltrans District 7 environmental planning staff, we have identified three technical studies (in addition to the Location Hydraulic Study to be performed by Tetra Tech) that will likely be required. When developing the list of technical studies, the following assumptions were made:

- Caltrans requires a literature review and a reconnaissance-level field survey of the biological resources potentially associated with the project site and a 500-foot zone out from the project site referred to as the biological study area (BSA).
 - A general survey is needed for a baseline evaluation; however if the reconnaissance-level field survey discovers issues that need to be addressed and analyzed in further detail, focus surveys will need to be conducted.
 - Preparation and submittal of an NES requires coordination and consultation with Caltrans.
-

- The proposed bikeway alignment will require three midblock pedestrian/bicycle crosswalk locations at several street locations where the Pacoima Wash Channel cannot provide a separate grade crossing. To ensure the safety and access of Bikeway users at these crossing locations, a technical memorandum will be prepared to assess traffic impacts and recommend appropriate traffic control measures are implemented at each crosswalk location.
- The project will encroach upon an existing public park, the MRCA Natural Park, with the construction of a proposed pedestrian bridge crossing at this park location. Hence, this project impact upon a public land would trigger the need to conduct a Section 4(f) evaluation.

A description of the scope of work for each study is provided below. Please note that the required studies and scopes may need to be refined following initial field surveys, and consultation with Caltrans.

Task 1C.1 – Traffic Technical Memorandum

Because the project proposes three at-grade street crossing on major streets in the area known to carry high volumes of traffic, Willdan will prepare a Traffic Technical Memorandum that analyzes existing and proposed pedestrian and bicycle access improvements, the effect of these improvements on existing and future traffic operations and which will also evaluate the safety benefits of such improvements. Specifically, the Traffic Technical Memorandum will analyze the proposed at-grade street crossings along the proposed Pacoima Wash Mountain Bikeway at Glenoaks Blvd, 5th Street, and Bradley Ave. Caltrans traffic warrants will be prepared at each location. This will include collection of 24-hour traffic volume counts, research and review of accident data and a field site review. After a field site review and consultation with MRCA, the study findings will include any necessary recommendations to provide safety and Bikeway access improvements at all proposed street crossing locations.

Deliverables:

- One (1) electronic of draft Technical Memorandum for MRCA review
- One (1) electronic copy of draft Technical Memorandum for Caltrans review
- One (1) electronic copy of the final Technical Memorandum (CD with Word and PDF files)
- Five (5) hard copies of the final Technical Memorandum

Task 1C.2 – Section 4(f)

There are several public lands adjacent to the right-of-way where the bikeway improvements are proposed. These lands consist of two existing City parks, Lopez Dam and a public high school. There are also four future neighborhood-sized parks proposed along the bikeway with two future parks located on the eastside of the channel south of the Foothill Freeway and another two future parks on the west side of the channel north of the Foothill Freeway. None of these existing or proposed parks properties would be affected by the proposed Bikeway, except possibly for the newly created MRCA Natural Park where a proposed pedestrian bridge crossing may encroach upon the park. Consequently, we will prepare a Programmatic 4(f) Evaluation for the project, if required

by Caltrans. Alternatively, because of recent changes to Section 4(f), we could prepare a De Minimis finding for Section 4(f), which may be sufficient for the proposed project. We are prepared to conduct whatever level of Section 4(f) evaluation that Caltrans requires for the project.

Task 3.3 Deliverables:

- One (1) electronic of draft Programmatic Section 4(f) finding report for LADPW and MRCA review
- One (1) electronic copy of draft Programmatic Section 4(f) finding report for Caltrans review
- One (1) electronic copy of the final Programmatic Section 4(f) finding report (CD with Word and PDF files)
- Five (5) hard copies of the final Programmatic Section 4(f) finding report

Task 1C.3 - Minimal Impacts Natural Environment Study/Natural Environmental Study

Assumptions

- Thirty-five percent plans will be provided prior to initiating biological studies, and necessary access will be provided to allow surveys to be conducted within the entire BSA during the appropriate time of year.
- There are no wetlands in the project area, and a Wetland Delineation will not be required.
- Threatened or endangered species will not be impacted by the project, and no agency consultation will be required.

Background Research

GPA will review available data on biological resources recorded within and near the project area, including all plant and animal species. This review will include conducting searches in databases such as the California Natural Diversity Database (CNDDDB) and the National Wetlands Inventory (NWI). Additionally, a list of protected species with the potential to be in the project area will be requested from the U.S. Fish and Wildlife Service (USFWS). Existing studies completed near the project area will also be referenced, including applicable planning documents. GPA will utilize this background data and project design plans to delineate the Biological Study Area (BSA), which will be used as the boundary for field surveys and project analysis.

Field Surveys

GPA will survey the BSA for potential wildlife, their signs, and/or potential habitat. GPA will inventory all botanical and wildlife resources observed in the BSA. GPA will identify and record all existing vegetation communities in the area. Botanical surveys will be conducted during the blooming period (April and July) for special-status plants with potential to be in the project area, where feasible. The limits of potentially jurisdictional areas, including waters of the U.S. and waters of the state, will be identified based on

appropriate criteria including the ordinary high water mark (OHWM), edge of the wash banks, and riparian boundaries. Based on initial research of the NWI and review of aerial photography, wetlands are not anticipated to be in the BSA.

As part of the development of this scope of work, GPA completed a preliminary CNDDDB and USFWS database search for threatened and endangered species recorded within the vicinity of the project area (San Fernando and surrounding quads). The search identified multiple federally and/or state threatened and endangered species that have been recorded near the project area. Although the existing habitat in the project area is marginal, GPA anticipates that project-level surveys will be needed to determine presence or absence of, and potential impacts on, the following species:

- Swainson's hawk (*Buteo swainsoni*) state threatened, recorded within the project area;
- Western yellow-billed cuckoo (*Coccyzus americanus occidentalis*), federally threatened and state endangered, recorded within the project area; and
- Coastal California gnatcatcher (*Polioptila californica californica*), federally threatened, recorded approximately 2.6 miles west of the project area.

GPA will complete field surveys to determine if suitable habitat is present for these species, or any other listed species. Based on initial research, special-status species are not anticipated to be in the BSA.

Minimal Impacts Natural Environmental Study Documentation

Following completion of background research and field surveys, GPA will summarize the results of these studies in a Minimal Impacts Natural Environmental Study (NES[MI]) or Natural Environmental Study (NES) report. Based on initial research, GPA anticipates that an NES(MI) will be the appropriate level of documentation, pending confirmation by Caltrans; however, based on recent templates published by Caltrans in October and November of 2014, the level of effort for NES documentation is similar. The report will follow the format and content included in Caltrans' *Standard Environmental References* guidelines. The report will include a discussion of existing biological resources in the BSA, potential impacts on those resources, and proposed measures to avoidance or minimize these impacts. The report will also outline any future consultations that may be required with resource agencies to obtain project approvals and environmental permits. GPA will submit the draft report and will coordinate with the project team and Caltrans as needed for its review and approval.

Deliverable:

- One electronic copy and up to three hard copies of the NES(MI) or NES report, as required

Task 1D (Optional) – Regulatory Permitting

Environmental permitting is included in this scope of work as an optional task in the event that work is required within the wash, primarily as part of the new bridge construction.

Assumption

- 65 percent design information will be provided before permit applications are initiated.

Section 404 of the Clean Water Act Nationwide Permit

Section 404 of the Clean Water Act regulates, and authorizes the U.S. Army Corps of Engineers (USACE) to issue permits for the discharge of dredged or fill materials into waters of the U.S. The wash is a natural wash, and is considered jurisdictional by the USACE as waters of the U.S. If work is required within the OHWM of the wash, a Section 404 Permit would be required. It is expected that the project will fall within the scope of the USACE Nationwide Permit 42 for "Recreational Facilities." To qualify for this permit, the project must meet 27 general conditions and not result in greater than 0.5 acre and 300 linear feet of permanent impacts (e.g., loss) on jurisdictional waters of the U.S. The 300 linear feet impact may be waived by the District Engineer for intermittent and ephemeral streams.

If work is conducted within the OHWM of the wash, a pre-construction notification (PCN) would be required. GPA will prepare the PCN package for submittal to the USACE. The application will include a brief description of the project; identify best management practices that would be implemented to minimize discharge to waters of the U.S., and other pertinent project information, as required by the USACE. If feasible, GPA will schedule and attend a site visit with the USACE to discuss the project, identify any required measures, and facilitate the permit review process.

Section 401 of the Clean Water Act Certification

The Clean Water Act provides the Regional Water Quality Control Board (RWQCB) with jurisdiction over waters of the state. Section 401 of the Clean Water Act requires applicants acquiring permits from the USACE under Section 404 obtain a Water Quality Certification from the RWQCB for the state in which the discharge originates. The RWQCB typically takes jurisdiction over the same areas as the USACE; therefore, the wash is also waters of the state. If work within the OHWM of the wash is required, GPA will prepare an application for a Section 401 Water Quality Certification for submittal to the RWQCB. The application will include a brief description of the project; an assessment of impacts on waters of the state, best management practices that would be implemented to minimize discharge to waters of the state, and other pertinent project information, as required by the RWQCB. If feasible, GPA will schedule and attend a site visit with the RWQCB to discuss the project, identify any required measures, and facilitate the permit review process; this visit would be scheduled concurrently with the USACE site visit.

1602 Streambed Alteration Agreement

Section 1602 of the Fish and Game Code requires submittal of a Streambed Alteration Notification to the CDFW for any activity that may substantially divert or obstruct the natural flow or substantially change the bed, channel, or bank of any river, stream, or lake. In practice, notification is also generally required for work over any jurisdictional feature, since there is potential for materials to enter the waters during these activities.

The CDFW reviews the proposed actions and, if necessary, submits to the applicant a proposal for measures to protect affected fish and wildlife resources. The final proposal that is mutually agreed upon by CDFW and the applicant is the Streambed Alteration Agreement.

Streams (and rivers) are defined by the presence of a channel bed and banks and at least an intermittent flow of water; therefore, the wash is expected to fall under the jurisdiction of the CDFW as waters of the state. GPA will prepare a Streambed Alteration Notification package for submittal to the CDFW. The application will include a brief description of the project; identify best management practices that would be implemented to minimize discharge to waters of the state, and other pertinent project information, as required by the CDFW. If feasible, GPA will schedule and attend a site visit with the CDFW to discuss the project, identify any required measures, and facilitate the permit review process; this visit would be scheduled concurrently with the USACE and RWQCB site visit.

Deliverables:

- One electronic copy and up to three hard copies of the 404, 401, and 1602 notification/application packages

TASK 2
SCOPE OF WORK - CEQA
PREPARATION OF A
MITIGATED NEGATIVE DECLARATION OR NEGATIVE DECLARATION

This Scope of Work is for the preparation of a Negative Declaration (ND) or Mitigated Negative Declaration (MND) for the bikeway project. The ND/MND would include analysis of the project, as proposed. No analysis of alternatives is included in a ND/MND. The ND/MND will make use of the technical studies prepared for the NEPA document.

TASK 2A – PREPARATION OF THE INITIAL STUDY (IS)

Task 2A.1 - Preparation of the Administrative Draft of the Initial Study (IS)

Using the California Environmental Quality Act (CEQA) Environmental Checklist Form contained in the CEQA Guidelines, Pareto will prepare an administrative Draft Initial Study Checklist (IS) for MRCA Staff review. The IS will include a detailed description of the proposed project, an overall discussion of the environmental and regulatory setting for the proposed project, individual responses to each of the checklist's questions, and a discussion of CEQA's Mandatory Findings of Significance. The evaluation of environmental impacts will include narrative explanations of impacts, which will be classified as potentially significant, potentially significant unless mitigated, less than significant, or non-existent. As part of the preparation of the IS, Pareto will review the existing studies for the project including any hydrological study.

As part of the IS, Pareto will assess the need for any additional technical studies to be prepared for the proposed project to address potentially significant environmental issues, or issues of concern to the surrounding community. At this time we do not anticipate the need for the preparation of additional technical studies beyond the technical studies likely to be requested by Caltrans for the CE, as discussed under Task 1. Although not currently anticipated, if after preparation of the Initial Study, it is determined that additional technical studies are required, Pareto will notify the MRCA for authorization prior to preparing any such studies. Similarly, if it is determined during the preparation of the IS that an Environmental Impact Report is required, the MRCA will be notified and provided with a revised scope and fee estimate.

Deliverables:

- Pareto will submit the administrative Draft IS to the MRCA for review. Pareto will provide three hard copies and one electronic version of the administrative Draft IS.

TASK 2B – PREPARATION OF A NEGATIVE/MITIGATED NEGATIVE DECLARATION

Based on the results of the IS, Pareto will recommend preparation of either a ND/MND or a Focused EIR to satisfy the CEQA requirements for the project. Should the IS

demonstrate that an ND/MND is the appropriate CEQA document and the MRCA elects preparation of an ND/MND, Pareto would perform the following tasks:

Task 2B.1 - Preparation of the MND or ND and Notices

After receiving the MRCA's comments on the administrative Draft IS and making appropriate changes, Pareto will make any necessary changes to the IS to convert the IS into an ND/MND and will finalize the MND. Pareto assumes no more than one round of MRCA review comments will be needed on the administrative IS and ND/MND. This task also includes completion of the Notice of Completion form and provision of a Notice of Intent to Adopt/Notice of Availability. The MRCA will be responsible for publication of the Notice.

Deliverables:

- Pareto will provide one hard copy and one electronic version of the ND/MND and notices to the MRCA for approval.

Task 2B.2 - Reproduction and Distribution of the ND/MND

Given the nature and location of the project, and that the MRCA's project partners for the Bikeway project include the City of San Fernando, the City of Los Angeles and the County of Los Angeles, the project would be considered to be of areawide significance. It will thus be necessary to submit the MND to the State Clearinghouse for distribution and to allow for a 30-day public comment period.

Pareto will provide the MRCA with copies of the ND/MND and Notice for circulation. Pareto will deliver 15 copies to the State Clearinghouse. The MRCA will distribute the remaining copies, arrange for publication of the notice, and post the ND/MND on the MRCA's website.

Deliverables:

- Pareto will reproduce up 35 CD's of the document. Pareto will send 15 of these copies to the State Clearinghouse along with a summary, and the remaining 20 copies to the MRCA. Pareto will also provide the MRCA with 1 unbound camera-ready hardcopy, one bound hardcopy, and one electronic copy of the document.

Task 2B.3 – Preparation of the Final ND/MND

Following the close of the comment period, Pareto will consider and respond to comments received on the draft ND/MND. All comments received within the public review period will be addressed and incorporated accordingly. Pareto will also revise the ND/MND, if necessary, to address the comments received on the document. Pareto will then provide the MRCA with a final copy of the ND/MND for adoption, as well as a Notice of Determination (NOD) for filing.

Deliverables: Pareto will submit fifteen hard copies and one (1) electronic copy (PDF and Word) of the Final ND/MND. Pareto will provide one electronic copy of the NOD. The MRCA will be responsible for the filing of the NOD and associated fees.

Task 2B.4 – Preparation of the Mitigation Monitoring and Reporting Program

If mitigation measures are required, the MRCA must adopt a Mitigation Monitoring and Reporting Program (MMRP) prior to project approval. Pareto will prepare and submit an administrative draft version of the MMRP to the MRCA for review and comment. After receiving the MRCA's comments and making the appropriate changes, Pareto will submit the final MMRP to the MRCA.

Deliverables:

Pareto will submit fifteen hard copies and one (1) electronic copy of the MMRP to the MRCA.

Task 2C – Task Management and Meetings

Pareto's Project Manager will coordinate with MRCA. This task includes a meeting to discuss comments on the draft ND/MND. In addition Pareto's Task Manager will attend the adoption hearing for the ND/MND. It is assumed that no presentation materials will be required. This task includes periodic telephone coordination with MRCA staff.

TASK 3
PROJECT MANAGEMENT AND COORDINATION

Pareto's Project Manager will coordinate with MRCA staff and will oversee both the CEQA and NEPA processes. This task includes one early coordination meeting, and attendance at the NEPA field meeting. This task includes periodic telephone coordination with MRCA staff. It also includes management of subconsultant efforts.



FEE

Task	Description	Hours	Fee	Subtotal
1	NEPA			\$ 8,436.00
1A	NEPA Meetings, Task Management/Coordination	36	\$ 5,916.00	
1B	Environmental Study Form	16	\$ 2,520.00	
1C	Technical Studies			\$ 25,636.85
1C.1	Traffic Technical Memorandum	40	\$ 7,500.00	
1C.2	Section 4(f)	14	\$ 1,840.00	
1C.3	Natural Environment Study (NES)/1/ /5/	156	\$ 16,296.85	
2	CEQA			\$ 15,300.00
2A	Preparation of the Initial Study			
2A.1	Administrative Draft IS/NOP /5/	60	\$ 9,000.00	
2B	Preparation of the MND/ND			
2B.1	Preparation of the MND/ND and Notices	8	\$ 1,200.00	
2B.2	Reproduction and Distribution of the MND/ND	2	\$ 300.00	
2B.3	Preparation of the Final ND/MND	4	\$ 600.00	
2B.4	Preparation of the MMRP	8	\$ 1,200.00	
2C	CEQA Meetings and Task Management /3/	20	\$ 3,000.00	
3	PROJECT MANAGEMENT AND NEPA/CEQA COORDINATION			\$ 2,400.00
	Meetings and Project Management /6/	16	\$ 2,400.00	
	SUBTOTAL LABOR		\$ 51,772.85	\$ 51,772.85

Deliverables and Direct Costs		Copies	Fee	Subtotal
	NEPA Travel, Printing and other direct costs		\$ 800.00	\$ 800.00
	NES Travel, Printing and other direct costs		\$ 327.36	\$ 327.36
	Initial Study /2/			\$ 105.00
	Hardcopy	3	\$ 105.00	
	Electronic	1	\$ -	
	ND/MND /2/			\$ 35.00
	Hardcopy	2	\$ 35.00	
	Electronic	1		
	Final ND/MND /2/			\$ 185.00
	Hardcopy	2	\$ 70.00	
	CD's for MRCA	20	\$ 60.00	
	CDs and summary to Clearinghouse	15	\$ 55.00	
	MMRP /2/			\$ 75.00
	Hardcopy	15	\$ 75.00	
SUBTOTAL DIRECT COST			\$ 1,527.36	\$ 1,527.36
TOTAL			\$ 53,300.21	\$ 53,300.21
OPTIONAL TASKS				
1D	Regulatory Permitting /1/ /5/		\$ 15,793.12	

NOTES

- /1/ Fee includes a standard 10% markup on subconsultants. MRCA would have the option to contract directly with GPA Consulting.
- /2/ If the MRCA would prefer to be responsible for reproduction and distribution of the documents, Pareto would provide one electronic copy and no charge and these fee items would be eliminated. Costs of deliverables are estimates.
- /3/ Includes a kick-off meeting with MRCA staff, attendance at the adoption hearing for the ND/MND and one additional face-to-face meeting. Additional meetings would be charged at a rate of \$150 per hour for Pareto's Project Manager.
- /4/ This fee assumes no changes to the project description once the work begins. Changes to the project description may result in additional costs.
- /5/ Includes up to two rounds of comments
- /6/ Includes one early coordination meeting and attendance of Project Manager at NEPA field meeting as well as management of subconsultants and quality control.