



Request for Proposals to Provide Environmental Review and Documentation Services for the Mission Canyon Trailhead Project

Submitted to

Mountains Recreation and Conservation Authority (MRCA)

570 West Avenue 26, Suite 100
Los Angeles, CA 90065
ATTN: Gabriella Garry

Submitted by

IEC Group (IECG)

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April 14, 2017



TABLE OF CONTENTS

COVER LETTER

PROPOSAL

SECTION 1: QUALIFICATIONS	3
SECTION 2: PROJECT REFERENCES	7
SECTION 3: PROPOSED BUDGET & FEES	8
SECTION 4: PROPOSED PROJECT TIMELINE/SCHEDULE	10
SECTION 5: SCOPE OF WORK	11
SECTION 6: FOCUSED EIR ALTERNATIVE	14

April 14, 2017

Ms. Gabriella Garry
Mountains Recreation & Conservation Authority
570 West Avenue 26, Suite 100
Los Angeles, CA 90065

**SUBJECT: Proposal to Provide Environmental Review and Documentation Services
for the Mission Canyon Trailhead Project**

Dear Ms. Gabriella Gary:

IEC Group (IECG) appreciates the opportunity to submit this proposal to provide environmental review and documentation services for the Mission Canyon Trailhead Project (project). IECG understands that the Mountains Recreation & Conservation Authority (MRCA) requires the services of a qualified team to provide full-service environmental review and documentation services to ensure the project's compliance with the California Environmental Quality Act (CEQA). Based upon a preliminary review of the project site, the sensitivity of the site, and previously prepared documentation regarding this site, IECG understands that having a team with superior qualifications as they relate to CEQA, hazards, air quality and greenhouse gases, noise, and traffic and parking, is critical to the successful completion of this project.

IECG's approach to this project is a **Three-by-Three Approach** to immediately provide: 1) **highly experienced and qualified** professionals in key technical roles; 2) a **dedicated local** team; and the 3) **streamlined and innovative approaches** to fulfill the MRCA's CEQA requirements while simultaneously responding to the neighborhood and site sensitivities. This approach is further highlighted in our guarantee to provide: 1) the most legally defensive documents, 2) streamlined processes, and 3) cost effective services. To achieve this, IECG has outlined the following for this project:

- IECG's **point-of-contact** and Project Manager for this effort (Ms. Eimon Raof) is a CEQA expert and qualified manager with experience directing and completing the efforts outlined in the Request for Proposals (RFP). Her experience includes leading and managing the CEQA compliance process through its entirety for public agency clients and preparing all CEQA documents. Her experience also includes coordinating with public agencies, and interacting with sensitive populations on highly charged and high profile projects. Ms. Raof will be supported by a team of highly qualified professionals who were specifically selected for this project for their expertise, availability, and experience.
- Members of IECG's key team members are **locally based** – all reside within the Los Angeles area and will be **immediately available to the MRCA** for this project. This will eliminate the need for travel costs.
- Our rates are **fully burdened** and **extremely competitive**. Streamlined rates mean that our invoices will be streamlined; there are mark-ups or travel costs; and all administrative costs are incorporated into three hourly billing rates: \$115.00; \$95.00; and \$60.00.
- Our business model ensures various efficiencies in our schedule and enables flexibilities to **mobilize quickly** to respond to various shifts in the project.
- In addition to providing the MRCA with **superior work products and expertise** that meet the immediate needs of this RFP – to prepare an Initial Study/Mitigated Negative Declaration (IS/MND); IECG has also presented an alternative cost and schedule for the preparation of a Focused EIR for comparison.

Thank you for the opportunity to provide MRCA with this proposal. Please feel free to contact me by phone at (323) 787-2556 or via email at emraoof@iecg-inc.com if you have questions or require any additional information.

Respectfully submitted,



Eimon Raof

SECTION 1: QUALIFICATIONS

IECG is a growing multi-disciplinary professional consulting firm. We provide specialized services and solutions through three core competencies: 1) environmental compliance, 2) management, and 3) outreach. Our team has experience finding solutions for a complex and diverse range of projects for a variety of clients and populations. Our team understands the context and requirements of the tasks needed to successfully complete this RFP. IECG's team consists of an intentionally selected group of highly qualified professionals. The following table provides an overview of the individuals and teaming partners assigned to this project. However, additional staff may be employed as needed to meet project objectives.

Name / Project Role	Qualifications	Discipline (Key Issue Areas)
Eimon Raof* <i>Project Manager/Point-of-Contact</i>	M.P.P. (Environmental Policy & Economic Development), University of Southern California , Los Angeles, CA. B.S. (Environmental Engineering), Yale University , New Haven, CT.	<ul style="list-style-type: none"> • Project Description • Noise • Aesthetics • Cultural / Tribal • QA/QC
André Anderson* <i>Sr. Consultant</i>	M.S. (Environmental Engineering), University of Southern California , Los Angeles, CA. B.S. (Biological Sciences), University of Southern California , Los Angeles, CA.	<ul style="list-style-type: none"> • Hazards & hazardous Materials • Geology & Soils • Hydrology & Water Quality
Nefeteria Broussard <i>Sr. Technical Specialist (Planning/GIS)</i>	M.S. (Community Development), Prairie View A&M University , Prairie View, TX. B.S. (Computer Science), Prairie View A&M University , Prairie View, TX.	<ul style="list-style-type: none"> • Land Use & Planning • Population • Public Services • Recreation • GIS
Khadeejah Ebone <i>Consultant</i>	B.A. (Communications), University of Southern California , Los Angeles, CA.	<ul style="list-style-type: none"> • Ag & Forestry • Minerals • Utilities & Service Systems • Technical Editing / QA/QC
Marcus C. England <i>Sr. Technical Specialist (Biology) – Independent Consulting Partner</i>	B.S. (EEO Biology), The Ohio State University , Columbus, OH. Certificate in Tropical Ornithology, Recovery Permit (TE-082233), Scientific Collecting Permit (SC-11354)	<ul style="list-style-type: none"> • Biological Resources (Wildlife and Plants) • Jurisdictional Delineation/ Wetland
BlueScape Environmental (BlueScape) <i>Teaming Partner</i>	Leading Air Quality, Greenhouse Gas Emissions, and Human Health Risk Assessment Consultants	<ul style="list-style-type: none"> • Air Quality • Green House Gas
Crain & Associates <i>Teaming Partner</i>	Leading Transportation & Traffic Consultants	<ul style="list-style-type: none"> • Transportation & Traffic • Parking

Brief resumes are provided for the key personnel in this section.

Eimon Raof
Project Manager (Point-of-Contact)

Ms. Eimon Raof has more than 13 years of experience managing and providing services for environmental programs and projects. Ms. Raof's experience includes taking projects through the entire environmental review process and preparing CEQA documents required to comply with a range of environmental compliance efforts from Categorical Exemptions, Initial Studies, Mitigated/Negative of Declarations, Environmental Impact Reports (EIRs), Mitigation Monitoring Reporting Programs (preparing, implementing, and enforcing), Findings of Facts and Statements of Overriding Considerations, all CEQA noticing, and technical reports including but not limited to: air quality, noise, and cultural resources assessments in support of projects requiring CEQA compliance.

Ms. Raof is an experienced CEQA, NEPA, and environmental compliance expert. Her relevant project experience includes managing and completing CEQA evaluations and a parking assessment for a nearly 2,000 acre park in San Dimas, CA (Bonelli Park), managing and preparing an IS/MND for a Bikeway Trail project in San Juan Capistrano, managing and preparing numerous environmental documents for high-profile projects like the MLK Medical Center Redevelopment in Los Angeles, CA, and managing and completing CEQA evaluations for thousands of acres and miles of renewable energy and utility projects. She served as a board member for the Association of Environmental Professionals and was the Legislative Liaison for the Los Angeles Chapter for two years. Ms. Raof has prepared and facilitated a range of workshops and trainings (including environmental compliance trainings for diverse audiences) and served as an adjunct professor for West Los Angeles College. Ms. Raof has extensive experience managing contracts, multi-disciplinary teams, and preparing documentation in support of a range of planning, development, and capital construction projects for various clients including public agencies and cities located throughout southern California from inception through completion including but not limited to EIRs and IS/MNDs for the County of Los Angeles, California Administrative Office of the Courts, local cities including recreational efforts for the City of Long Beach and City of San Juan Capistrano. She has managed a range of projects to ensure compliance with federal, State, and regional environmental compliance standards. Ms. Raof managed and facilitated agency coordination, public outreach efforts, and mediation between private, public, and not-for-profit stakeholders on a wide range of diverse, controversial, and complex projects. Ms. Raof will be the MRCA's point-of-contact and will provide contract compliance, document preparation/senior review, team coordination, and all management related tasks for the MRCA.

EDUCATION:

M.P.P. (Environmental Policy and Economic Development),
University of Southern California, Los Angeles, CA.

B.S. (Environmental Engineering), **Yale University**, New Haven, CT.

Years with Firm: 5 years

RELEVANT QUALIFICATIONS:

- CEQA/NEPA Expertise
- Noise Specialist (Monitoring and Reporting)
- Certificate 10-hour OSHA Training (OSHA)
- Certificate Hazardous Awareness Training Workshop (SCE)
- Certificate Project Management (UCLA)

André Anderson

Senior Consultant – Hazardous Materials Specialist

Mr. André Anderson has more than 30 years of experience managing and providing CEQA and hazardous compliance services. Given the former use of the site as a landfill Mr. Anderson's background in hazards and gases will be invaluable to the team. His years of experience includes a range of projects where he managed the preparation of CEQA efforts, prepared CEQA documents, and completed: Phase I & II ESAs; oversight and supervision of UST installation and removal; soil and groundwater sampling, analysis and remediation; indoor air quality studies; asbestos, lead-based paint, mold and radon gas surveys; hazardous materials management; storm/groundwater assessments; for sensitive sites. He has regulatory compliance; developed company standard operation procedures regarding environmental investigations; and supervised and/or conducted all phases of environmental assessments including investigation, remedial activities and monitoring.

Additionally, Mr. Anderson has provided oversight as an environmental compliance and planning director and he has conducted environmental due diligence seminars regarding hazards and hazardous materials compliance. Mr. Anderson has worked directly with Ms. Raoof for nearly one decade on various efforts including renewable energy and utility efforts that spanned hundreds of acres. Mr. Anderson's experience includes: coordination with regulatory agencies, such as the Department of Toxic Substance Control (DTSC), Regional Water Quality Control Board (RWQCB), Air Quality Management Board, (AQMD), and Department of Oil, Gas and Geothermal Resources (DOGGR). Mr. Anderson will be the project technical lead and senior staff for all field efforts and reports for the MRCA.

EDUCATION:

M.S. (Environmental Engineering), **University of Southern California**, Los Angeles, CA.
B.S. (Biological Sciences), **University of Southern California**, Los Angeles, CA.

RELEVANT QUALIFICATIONS:

- Registered Environmental Assessor, No. 00143 (Cal EPA)
- Registered Environmental Property Assessor, No. 699249 (NREP)
- Certified Environmental Specialist, No. 12079 (EAA)
- Certified Environmental Consultant, No. 12079 (EAA)
- Certified Air Quality Specialist, No. 12079 (EAA)
- Certified Radon Testing and Consulting Specialist, No. 224 (Cal DHS)
- Certified Radon Measurement Operator, No. 148310T (U.S. EPA)
- Certified AHERA Asbestos Building Inspector, No. RBI 7L021492 BIR (U.S. EPA)
- Certified Lead-Based Paint Risk Assessor, No. I0376 (U.S. EPA)
- Certificate 40-Hour Hazardous Waste Operations, 5094-HMR (OSHA)
- Certificate 24-Hour Hazardous Waste Operations, No. 100047 (OSHA)

Years with Firm: 1 year

Nefeteria Broussard

Senior Technical Specialist – Planning/GIS

Ms. Nefeteria Broussard has served as a planner and implemented various project efforts during her more than 15-year career. She has coordinated with various agencies including various county and cities and supported environmental documentation, field efforts, meetings, and projects. Her experience includes planning, conducting research, preparing documents, and preparing graphics and analytics for CEQA projects. Ms. Broussard has also been responsible for

community relations efforts including stakeholder and community engagement and feedback on various project efforts.

Ms. Broussard's knowledge of community engagement and agency goals and objectives for public programs and services has allowed her to completed efforts for various agencies and organizations. Her experience ranges from preparing planning support for local watershed agencies to supporting utility project such as AT&T. She has a sound technical writing and planning knowledge that accompanied with her GIS and mapping skills provide qualitative descriptions that serve well to summarize and support technical reports and CEQA documents. She has managed on-the-ground outreach and technical assistance on a range of efforts including public planning, GIS and graphics and documentation support for private organizations, planning departments, and local watersheds. She will support planning efforts and will prepare graphics the documents.

EDUCATION:

M.S. (COMMUNITY DEVELOPMENT), PRAIRIE VIEW A&M UNIVERSITY, PRAIRIE VIEW, TX.
B.S. (COMPUTER SCIENCE), PRAIRIE VIEW A&M UNIVERSITY, PRAIRIE VIEW, TX.

RELEVANT QUALIFICATIONS:

- GIS
- Graphics Preparation
- Survey/Document Preparation and Implementation

Years with Firm: 3 years

IECG's in-house team will also include supporting professionals including but not limited to: **Ms. Khadeejah Ebone** who will support the team with document preparation and technical editing and a pool of 5 additional cross-trained staff that will support the core team in the field and/or with document preparation if additional staff are required.

Teaming Partners

While IECG's in-house team has completed air quality, greenhouse gas emissions, and traffic assessments for projects with limited scopes in the past, given the sensitivities of this project site, IECG has retained teaming partners with the unique experience and qualifications that are anticipated for this effort.

Air Quality/Greenhouse Gas Emissions: BlueScape is a provider of air quality and greenhouse gas emissions analysis services in California, and is well qualified for this project. The BlueScape team's experience includes completing hundreds of air quality assessments for air permitting and CEQA projects including but not limited to: recently completing multiple assessments for construction projects in the Los Angeles area, some, like this project, were located directly adjacent to a major freeway. BlueScape is also familiar with the area and has a team that is currently supporting the CEQA review and modeling of a large infrastructure project in west Los Angeles. BlueScape's efforts will be lead by Mr. Michael Stewart, a Chemical Engineer with more than 15 years of experience completing comparable assessments and who has worked directly with Ms. Raooof on other projects located throughout the Los Angeles area.

Transportation and Traffic: Crain & Associates is a leading transportation planning and traffic engineering firm that has provided transportation planning services to clients in the Southern California area for over 30 years. This team has played an integral role in projects in the immediate project area including but not limited to projects at: UCLA, Fox Studios, Century Plaza Hotel, and The Grove and Crain & Associates has direct experience working on formerly proposed developments at the project site. Crain & Associates efforts will be lead by Ms. Diana Skidmore who previously worked at the project site more than a decade ago.

SECTION 2: PROJECT REFERENCES

	<ul style="list-style-type: none"> • Project Name, Location, Size, Date Completed: Montebello Boulevard Project Montebello, CA Approximately 1 acre May 2014 • Brief Description of Project Scope: IECG prepared a CEQA Initial Study and Mitigated Negative Declaration in support of the project. All documents were completed in-house. • Owner's Name, Contact Person, Phone Number: City of Montebello (on behalf of Pace Development) Nancy Lee (323) 887-1200 • A/E's Name, Contact Person, Phone Number: Pace Development Beverly Pekar (909) 595-1321
	<ul style="list-style-type: none"> • Project Name, Location, Size, Date Completed: Washington Boulevard Infill Development Project Pico Rivera, CA Approximately 1 acre September 2016 • Brief Description of Project Scope: IECG prepared a CEQA Notice of Exemption and the technical assessments (Air Quality, Noise, and Traffic) in support of the project. All documents were completed in-house. • Owner's Name, Contact Person, Phone Number: City of Pico Rivera (on behalf of Washington Holdings Corporation) Christina Gallagher (562) 801-2163 • A/E's Name, Contact Person, Phone Number: Zamora Design Workshop Tim Zamora (310) 418-7729
	<ul style="list-style-type: none"> • Project Name, Location, Size, Date Completed: Open Space Site Recommendations Los Angeles, CA Varied December 2016 • Brief Description of Project Scope: IECG provided a feasibility studies for open space and several vacant privately owned lots. The feasibility studies assessed the existing conditions and provided an overview of the potential use, development, and challenges of the sites. • A/E's Name, Contact Person, Phone Number: Commonwealth Holdings and Associates Liam Crawford (323) 399-0599

SECTION 3: PROPOSED BUDGET & FEES

IECG's streamlined billing provides three fully burdened rates for the labor classifications that would be pertinent to this RFP. This method has proven successful with streamlining the billing and invoice approval process, staff scheduling, and identifying budget efficiencies for public sector clients. All standard CEQA fees and costs (see below) are incorporated into the fully burdened billing rates provided in the following table. **Attachment 4 – Fee Proposal Summary** of the RFP is provided on the following page.

Fee Proposal Table

Labor Classification	Rate (Hr)	Technical Studies	Initial Study		MND		Total Cost		
		Units	Cost	Units	Cost	Units	Cost	Units	Cost
Sr. Project Manager	\$115.00	8	\$920.00	80	\$9,200.00	10	\$1,150.00	98	\$11,270.00
Sr. Technical Specialist	\$115.00	302	\$34,730.00		\$-	6	\$690.00	308	\$35,420.00
Sr. Consultant	\$95.00	4	\$380.00	42	\$3,990.00	8	\$760.00	54	\$5,130.00
Consultant	\$60.00		\$-	112	\$6,720.00	32	\$1,920.00	144	\$8,640.00
Technical Editor	\$60.00	8	\$480.00	24	\$1,440.00	10	\$600.00	42	\$2,520.00
Subtotal		322	\$36,510.00	258	\$21,350.00	66	\$5,120.00	646	\$62,980.00

Additional Costs/Services/Fees included in burdened rates:

- Environmental Data Resources (EDR) Report
- South Central Coastal Information Center (SCCIC)
- Noticing/Posting/Newspaper (LA Times and Daily News)
- Filings Fees
- Printing/Mailing
- Monthly Invoices
- Up to 1 monthly (1-hour) project related meeting*

The budget and billing based upon a time-and-materials contract. IECG will not initiate any work efforts outside of the scope of work without prior written consent from the MRCA.

**Although public meetings are not required for IS/MNDs, should the MRCA determine that a public meeting is necessary for this effort, IECG is prepared to facilitate such a meeting and to provide the necessary staff, presentations, and material under this agreement.*

Attachment 4 - Fee Proposal Summary

The undersigned as bidder declares that he/she has carefully examined the location of the proposed work, and hereby proposed and agrees, if the proposal is accepted, to do all work required to complete the said work for the price set forth. The undersigned has checked all words and figures inserted in the bid submittal, and understand that the MRCA will make no allowance for any error or omission on the part of the undersigned. The undersigned has thoroughly read and understood all 5 pages of this RFP.

Preparation of Technical Studies \$ 36,510.00
Preparation on Initial Studies \$ 21,350.00
Preparation of MND \$ 5,120.00
(estimate for MRCA's budgeting purposes)

Please describe any proposal deviations here (note if additional pages are used):

-
- 1) Fully burdened and billing rates prevent the need for cumbersome invoicing.
 - 2) A general cost and schedule for a Focused EIR is attached for the MRCA's consideration.
-

The bidder represents and warrants that they, he, she, or the officers, directors, and/or employees of bidder are not related by blood or marriage to any member of the governing boards of the Santa Monica Mountains Conservancy, the Santa Monica Mountains Conservancy Advisory Committee, the Mountains Recreation and Conservation Authority, or any other joint powers authority for which the Santa Monica Mountains Conservancy is a constituent member, or to any officer, director or staff member of any of the aforesaid public agencies. "Related by blood or marriage" is defined as being a parent, child (including step children), sibling, grandparent, grandchild, aunt, uncle, niece, nephew, spouse, domestic partner, father-in-law, mother-in-law, sister-in-law or brother-in-law. The MRCA reserves the right to immediately cancel any contract entered into if it discovers a breach of this warranty and representation. Bidder shall be liable for all damages sustained by the MRCA as a result of the breach.

THE MRCA RESERVES THE RIGHT, AND IS HEREBY GRANTED THE RIGHT, TO REJECT ANY AND ALL BIDS, TO ACCEPT OTHER THAN THE LOWEST BID, AND TO WAIVE ANY INFORMALITY IN THE BIDS.

Authorized Signature  _____

Printed Name: Eimon Raof

Title: Principal

Name of Company: IECG

State License Number and Classification Designation: N/A

Executed this 14th day of April, 2017 at Los Angeles, California.

SECTION 4: PROPOSED PROJECT TIMELINE

IECG will begin work immediately upon receipt of authorization to proceed from the MRCA. IECG's anticipated timeline provides an approximately six-month schedule for completion of the IS/MND for this effort. However, this schedule is conservative and could be condensed as the identified team will be dedicated to this effort and is available to begin work on this project as soon as authorization is provided.

<u>Anticipated IS/MND Schedule</u>	<u>Start</u>	<u>Finish</u>
Prepare Special Studies	5/1/17	6/15/17
Prepare Initial Study/MND (including NOI & NOC)	5/1/17	6/30/17
IS/MND 1st Review - MRCA	7/3/17	7/17/17
IECG to revise draft IS/MND	7/18/17	7/25/17
IS/MND 2nd Review - MRCA	7/26/17	8/2/17
IECG to finalize IS/MND	8/3/17	8/10/17
IS/MND Sign Off for Public Review	8/11/17	8/14/17
IS/MND Public Review Period	8/15/17	9/14/17
Prepare final IS/MND (including NOD and MMRP)	8/15/17	9/29/17
Final IS/MND 1st Review - MRCA	10/2/17	10/9/17
IECG to revise IS/MND	10/10/17	10/17/17
IS/MND 2nd Review - MRCA	10/18/17	10/25/17
IECG to revise IS/MND	10/26/17	11/2/17
IS/MND Sign Off	11/3/17	11/6/17
 Board Adoption of CEQA IS/MND	 	 November 2017

This schedule is subject to the MRCA's refinements and approval.

SECTION 5: PROJECT SCOPE

IECG will complete all eight items outlined in **Attachment 2 – Scope of Work** of the RFP. An expanded discussion of additional tasks that will be provided are included in this section.

Project Understanding

The Mission Canyon Trailhead Project (project) consists of an approximately 500-acre site that is located at 2301 N. Sepulveda Boulevard, Los Angeles, California (APNs: 4490-002-906, and 4490-002-800). The site is bounded by the 405 Freeway and the Mountaingate Country Club and the nearest cross street is Mission Dump Road and N. Sepulveda Boulevard. The property was an operating landfill from 1959-1980 and is currently monitored by the County Sanitation District. The MRCA is seeking to convert the site into park and recreational use and requires a CEQA evaluation to assess the potential environmental impacts associated with the project and to ensure full compliance with CEQA.

Methodology

IECG's scope of work will provide MRCA with the required services requested in the RFP for completion of an Initial Study/Mitigated Negative Declaration (IS/MND). Based upon a preliminary review of the proposed project, project site, and relevant information pertaining to the site, an IS/MND is the appropriate document to complete for this effort. IECG is prepared to complete these services in the most streamlined fashion - by engaging highly qualified team of experts to complete the services under the management of a CEQA expert and reducing overhead and inefficiencies in staffing, billing, and scheduling.

IECG is prepared to provide a solid and legally defensible IS/MND in support of the project. Technical studies will be provided for issue areas that are the most pertinent to the site or have the potential to generate the most interest, these include: air quality/greenhouse gas emissions (GHG), noise, traffic and parking. Surveys will also be conducted for biological resources, and the findings will be summarized in a technical report. Research will also be collected for hazardous materials (Phase I-level). Although a preliminary review of the site (and the previous site uses) indicate that there is no evidence that cultural/tribal resources would be of any concern at the site, standard research and outreach will be conducted as a part of this scope of work. The findings for all technical studies and research will be incorporated in the IS.

Although we do not anticipate that the project would result in significant impacts, IECG understands that EIRs can provide an added layer of protection and outreach that is not associated with IS/MNDs. The public comment period for the IS will be indicative of the range of support and opposition surrounding the project. The MRCA should use this as a gauge to help determine an appropriate course. Once the IS is complete, IECG is prepared to meet with MRCA to consider the appropriate course of action. The flexibility and constant communication in our project management approach will enable us to work closely with the MRCA to move forward with an IS/MND (while possibly completing a public meeting) or if necessary, to complete a Focused EIR should MRCA request it. IECG has provided an overview of the anticipated cost and schedule that would be related to a Focused EIR for the MRCA's review and consideration in Section 6 of this proposal.

Scope of Work

Task 1: Project Description/Management

Following authorization to proceed, IECG will schedule a kick-off meeting with the MRCA. The meeting will allow the team to meet and to finalize the project understanding, scope, and schedule. IECG will provide the MRCA with meeting minutes, a project description (per Item 1 of the RFP Attachment 2-Scope of Work), and data requests. IECG's project management will

include weekly emails to the MRCA summarizing the activities that were completed for the week. Monthly status reports will be provided along with the monthly invoices.

Task 2: Initial Study/Technical Studies

IECG and our teaming partners will prepare technical studies that will be incorporated into the IS analysis and will be referenced to support the findings provided in the IS. The technical studies for this project will include:

- **Air Quality/GHG** - this report will follow South Coast Air Quality Management District (SCAQMD) and the Office of Environmental Health Hazard Assessment (OEHHA), as applicable, to perform the work. Because SCAQMD has not yet finalized their Air Quality Analysis Handbook for CEQA projects, interim supplemental guidance documents found on the SCAQMD website will be followed, and, as needed, communications with SCAQMD will be ongoing throughout this task in order to ensure compliance with district practices. The air quality study will include: a description of the applicable national and state air quality standards; a description of the affected environment in the project area, including a review of ambient air quality data; an emissions analysis using CalEEMod software and comparison to SCAQMD significance thresholds; and a Localized Significance Threshold (LST) modeling analysis following SCAQMD's *Final Localized Significance Threshold Methodology, Revised July 2008*.
- **Noise** - potential noise impacts would primarily be associated with the construction phases of the project. IECG will complete noise measures to characterize existing conditions and potential construction noise intrusions on the surrounding receptors (i.e. the closest residences the site site). IECG will use industry-standard analysis techniques and information provided by MRCA about scheduling, equipment mix, hauling, and truck trips in order to determine potential impacts.
- **Traffic/Parking** - a traffic study will be prepared that is consistent with the Los Angeles Department of Transportation (LADOT) requirements. The traffic team will coordinate with LADOT to establish an Memorandum of Understanding (MOU) package for the project. Study intersections will be analyzed during the weekday peak periods of 7:00-10:00 AM and 3:00-6:00 PM and Congestion Management Program (CMP) monitoring locations in the vicinity. This scope of work assumes that traffic counts will be collected at up to three (3) study intersections for this project. A per interception cost will be assessed for any additional intersections under a separate agreement. Cumulative project will also be incorporated into the analysis. If significant Project traffic impacts are determined, we will identify feasible mitigation measures, if available. Additionally, based on a site plan provided by MRCA, the team will describe Project Municipal Code parking requirements, parking to be supplied, and driveway access. Project impacts on the CMP and transit networks will also be described in the analysis.
- **Biological Resource** – biological resources surveys for plant, wildlife, and jurisdictional features will be conducted by senior biologists. Following completion of the field surveys a biological technical report will be prepared to summarize the data from the existing documents, new data observed in the field during the above tasks, and information from databases such as the California Natural Diversity Database, the California Wildlife Habitats Relationships Database, eBird, etc. The report will discuss field methods, known and suspected biological resources, and make recommendations (if any) for other biological fieldwork (such as protocol surveys) to be completed.
- Additionally, all research and correspondence relating to the hazardous materials (i.e. the EDR report) and cultural resources data (i.e. SCCIC) will be incorporated into appendices as appropriate.

Consistent with State CEQA Guidelines Section 15070 and Items 2-4 of the RFP Attachment 2-Scope of Work, IECG will prepare an Initial Study to evaluate all 18 CEQA issue areas, including Tribal Cultural Resources and mandatory findings of significance. IECG will review previously prepared documentation, databases, and relevant information related to the site to form a basis for the substantial evidence required under CEQA. It is anticipated that the Initial Study will confirm that an MND is the appropriate document and IECG will provide the IS/MND to MRCA for two iterations of review and comment. Prior to releasing the documents for the 30-day public review period. IECG will prepare all notices and complete all of the required filings, mailings (for residences and property owners within 0.25 mile and other identified stakeholders), and posting for the project. Based upon the MRCA's selected newspapers, this proposal assumes that not translation services will be required at this time.

Task 3: Final IS/MND and Response to Comments

Following the close of the public review period, IECG will prepare a final IS/MND and response to comments. This proposal assumes that IECG will respond to up to 20 substantive comments on the project and that additional modeling and analysis will not be required. The IS/MND will include mitigation measures and a Mitigation Monitoring and Reporting Program that contains measures for avoiding, minimizing, or otherwise mitigating potential impacts. IECG will provide the appropriate notices and is prepared to help the MRCA (per Items 5-8 of the Attachment 2-Scope of Work).