

February 25, 2019

Ms. Melissa Vega, Urban River Program Officer, Los Angeles River  
Mountains Recreation and Conservation Authority  
570 West Avenue 26, Suite 100  
Los Angeles, CA 90065

**Reference:      UPDATED PROPOSAL FOR THE UPPER LOWER LOS ANGELES RIVER AND TRIBUTARIES  
REVITALIZATION PLAN (PHASE II)**

Dear Ms. Vega:

Tetra Tech appreciates the opportunity to re-evaluate and re-submit the enclosed Fee Proposal (Scope of Work, and Cost Proposal) to provide consulting services to develop Phase II of the revitalization plan for the Upper Los Angeles River and Tributaries pursuant to Assembly Bill 466.

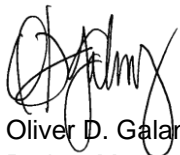
The attached proposal scope and fee modify our originally submitted optional materials to better account for actual efforts conducted under Phase 1. Specifically:

- (1) the web mapping task was omitted because that effort is currently being expedited under Phase 1,
- (2) scope was added for additional project team support of outreach meetings to streamline information transfer and communication, including development of print materials for all meetings and a storytelling exercise to collect and document residents' vision and experiences with their environment,
- (3) scope was added for development of up to four templates for distributed revitalization in addition to site-specific signature projects,
- (4) budget was added to consider baseline condition development, project identification, analysis, and mapping of the Burbank Western Channel, which the Working Group elected to include in the plan,
- (5) scope was added in consideration of additional time and effort necessary to prepare for, participate in, and process feedback from weekly coordination meetings, and
- (6) additional effort was included to account for the requested tributary matrix analysis and mapping exercises, which amounted to over 200 hours of effort beyond the original scope of work for Phase 1.

We look forward to demonstrating our unmatched professionalism, tested leadership, and superb technical fluency to support the MRCA with the next phase of plan development. Should you have any questions, you may contact our Project Manager, Oliver Galang at 626.470.2423 or [oliver.galang@tetrattech.com](mailto:oliver.galang@tetrattech.com). We look forward to the opportunity to collaborate with the City on this exciting project.

Respectfully submitted,

Tetra Tech, Inc.



Oliver D. Galang, PE, ENV SP, QISP, QSD/P  
Project Manager

Enclosures (2)

Ms. Melissa Vega  
February 25, 2019

MRCRA Attachment  
March 6, 2019  
Agenda Item

- A. Attachment A. Updated Scope of Services
- B. Attachment B. Updated Fee Proposal

February 25, 2019

## **ATTACHMENT A. SCOPE OF SERVICES AB 466 Upper Los Angeles River and Tributaries Revitalization Plan Development, Phase II**

The performance of tasks under this scope will require flexibility and strong organization to achieve outcomes that address the California Assembly Bill 466 (AB 466) requirements for the development of a watershed and community-based Revitalization Plan for the Upper Los Angeles River and its tributaries. As part of AB 466, a Working Group of up to 23 representatives was appointed by the Senate President, Speaker of the House, and Secretary of the Natural Resources Agency. The Working Group will create a Revitalization Plan for the Upper LA River, Tujunga Wash, Pacoima Wash, Verdugo Wash, and any other tributary that the Working Group deems relevant. Due primarily to time constraints the addition of further tributaries will require a reduced level of analysis or additional resources to be determined by the working group.

The Tetra Tech Team will work with the Mountains Recreation Conservation Authority (MRCA), the Santa Monica Mountains Conservancy (SMMC), and the Working Group to guide the effort by helping to shape achievable goals and objectives, providing data and analysis to inform decision making, and developing project concepts that meet the needs of the Revitalization Plan. The following initial tasks outline Tetra Tech's approach to accomplishing this work.

### **Scope of Services**

The performance of tasks under this scope will require coordination and in depth analysis to achieve outcomes that address the need for an Upper Los Angeles River and Its Tributaries Revitalization Plan (the Revitalization Plan) that can be embraced by stakeholders throughout the upper LA River. The Working Group and stakeholder meetings should be viewed by participants as an open process where the SMMC and the MRCA are active listeners, and where participants can influence/shape the plan direction. The Tetra Tech Team will work with the SMMC, the MRCA, and the Working Group participants to direct/organize the effort by helping to provide data and analysis representative of existing conditions in the upper LA river watershed, project concepts, community outreach support, potential implementation requirements and a final plan that meet the needs of the stakeholders.

The following tasks outline Tetra Tech's approach to accomplishing this work.

### **Phase II. Developing the Revitalization Plan**

Upon receipt of a notice to proceed with Phase II, from the MRCA, Tetra Tech will implement the following tasks.

#### **Task 201. Outreach Support**

##### **Task 201.1. Additional Public Communication**

Phase 1 of the ULART community engagement initiates outreach with members of the public to gather meaningful input, pursuant to AB 466 which designated the effort as a community-based plan. While outreach is primarily led by a separate team of locally based non-governmental organizations (NGOs), the Tetra Tech team has provided strategic guidance to the NGOs by participating in planning and coordination meetings. This task seeks to ensure clear transfer and continuity of information between the planning and materials presented for both the outreach team and the project team. While there will be 8 formal community outreach and engagement meetings there will also be informal outreach done prior to each event undertaken solely by the NGOs.

Esmeralda García (MIG) will attend and lead Two (2) Community Meetings held in May focusing on soliciting input for draft concepts for the ULART revitalization plan. MIG will also document the discussion on a wallgraphic. The meetings will aim to confirm and bolster the community feedback collected in the Phase 1. This task also assumes time for the project team to develop materials that will be used during the meetings, including agenda, comments forms, and exhibits. The team will produce a summary of the input from each of the two meetings, which will include photo reduction of the wallgraphics.

Esmeralda García will attend three planning team meeting to plan for the community meetings. The team will review and confirm the meeting objectives, facilitation approach, materials needed, and input tools. MIG will also participate in conference and coordination calls with MRCA to review draft meeting materials, assess NGO technical support needs, and to confirm a strategy to respond to these needs.

Finally, to streamline communication between members of the Tetra Tech team, this task includes effort for one additional staffer from the Tetra Tech team (either Tetra Tech or Studio-MLA) to attend each of eight outreach meetings. The participating team member will be available to address technical questions posed by the public and to document any first-hand feedback they gather. 3 hours of base effort are assumed for each meeting. Additionally, one to two staff from the Tetra Tech team (specifically Studio-MLA) will attend and participate in the two workshops focused on concept development and review. The Tetra Tech team will provide existing content to the outreach team for these two meetings and will develop limited new content (including “where do you live/work?” maps; boards featuring precedent projects, inspiration images, diagrams, maps, etc.; and general input into presentation content) for these two concept-focused workshops.

This task assumes print materials and print related tasks will be provided by the Tetra Tech team for all eight outreach meetings and the informal outreach, including:

- (30) 36"x48" unmounted maps
- (1) 36"x48" "Where do you live/work?" unmounted map (1 print to be reused for all meetings)
- (20) 36"x48" unmounted maps and other information (10 per workshop attended by MLA)
- (20) sheets of 36" x 48" foam core to clip maps to
- (8) 36 x 48" unmounted maps for (4 for each of two final meetings)
- (800) 8.5"x11" miscellaneous pages (100 per meeting)

#### Deliverables

- Delivery of the printed materials to the MRCA offices or event
- Compilation and analysis of informal outreach data
- Compilation, analysis of community meeting data from (8) community outreach meetings, including upload of new project opportunities into web mapping tool
- All previously mentioned staff attendance at meetings
- All previously mentioned meeting materials and content
- Collection of hard copies for all meeting materials of all meeting materials larger than 8.5"x11"
- Digital copies, analysis, and storage of all original hard copies for all meeting materials larger than 8.5"x11"
- Description of creation, data collection, and digital copies of the process and related materials to be included in the plan

#### Task 201.2. Storytelling Activity

MIG as part of the Tetra Tech team will design and implement a storytelling activity to include in the four informational meetings planned for Phase 1 of the community engagement for the ULART Revitalization Plan effort. This has been an effective and fun method for gathering feedback from the community about assets, positive attributes, culture, and history of a place. Community members will have an opportunity to record memorable experiences along/in the LA River, Tributaries, or waterways in other places. The stories will be captured digitally using a camera or laptop. There will also be an opportunity to record stories in written form for those who do not choose to use the camera or for small children who would rather draw their ideas.

Photographs will be taken of the written stories. These photographs can include the participant holding her/his response. The information gathered will be used to inform potential amenities or features for consideration in the plan. The digital images and video can be incorporated into materials that communicate the community engagement process and other MRCA materials. MIG will develop the prompts and comment form and provide the required technological tools. Two MIG staff will attend one of the four meetings to support this activity and one will attend three meetings. MIG will provide digital files of all recordings and comment forms.

## **Task 202. Project Concepts**

While Task 103 establishes the guiding principles, prepares baseline information/tools, and outlines the opportunities and limitations offered with the watershed, Task 202 will refine opportunity selection and begin the development of specific multi-benefit project (or program) concepts. The scope of these proposed projects will be outlined and their costs and benefits summarized to facilitate project/program-level decisions that will ultimately be built into the final plan as part of Task 204.

### **202.1 Stakeholder-based Project Opportunities**

Based on the gap areas, direction and guidance from the Working Group, Technical Committees, and Stakeholders, the Tetra Tech Team will identify and compile a preliminary list and description of the proposed project opportunities. The listing will be reviewed with the MRCA staff and project team to determine which opportunities would require a more detailed assessment. An initial list of up to 12 project opportunity site areas will be identified. Up to 6 projects or programs will be selected by the Working Group for early conceptual development. In addition to the 6 projects or programs, up to 8 templates for distributed revitalization will be identified and 4 will be selected by the Working Group to be highlighted in the plan. These templates may include elements that can be applied throughout the tributary corridors such as (but not limited to) signage and wayfinding, green infrastructure, multi-use pathway and connectivity improvements, and/or recommended habitat corridor standards.

### **202.2 Project Concept Development**

The Tetra Tech Team will prepare conceptual level documents and provide preliminary details that describe the recommended Upper Los Angeles River and Tributaries Alternatives. Conceptual materials and renderings will be developed for each of the 6 project/program concepts and 4 templates selected by the Working Group. Templates will undergo limited analysis compared to the project concepts. A conceptual planning level map will also be developed along the Upper LA River and its tributaries, which highlights key plan elements.

#### Deliverables

- Project Gap Opportunities List, map, and description matrix table
- Project Opportunities Evaluation and Prioritization, and Alternatives Recommendation Technical Memorandum.
- Presentation Materials for the Alternatives Recommendation to the Working Group.
- Draft and Final Summary of Project Concepts

#### Assumptions

- No more than 12 individual projects or programs and 8 templates will be identified, with the intent that no more than six projects or programs and 4 templates will ultimately be selected for the final Plan.
- The level of detail of analysis will be dependent upon the sophistication of the tools available and will be scaled to the available budget.
- The project concepts will consist of an overall map highlighting the 6 project locations; typical conditions/typologies for template implementation will be recommended, but specific locations will not be identified.
- No renderings or original conceptual graphics will be generated for the 4 templates; existing and available images, photographs, and standards will be used to exemplify the concepts.

## **Task 203. Implementation**

### **203.1 Project Opportunities Evaluation and Prioritization**

Tetra Tech will use the tools created as part of Task 200 to conduct a technical evaluation of project opportunities for economic, environmental, and social impacts as well as feasibility of implementation. The project evaluation and prioritization criteria generated by the Technical Committees will be applied to assist with screening opportunities. New project opportunities will be categorized based on spatial relationships to include Supervisorial District, city jurisdictions, subwatershed area, etc. This information will be used as the basis for a distributed approach for selecting opportunities throughout the project area.

### **203.2 Alternatives Recommendation**

This task consists of the prioritized opportunities and discussion of Alternatives/Opportunities with the Working Group. The nature of these alternatives will be derived from the Working Group, Working Group Committees, and community and stakeholder responses. The Alternatives will be evaluated based on the Plan Element Framework and crafted to demonstrate the potential outcome and impact of the proposed interventions along the river segments.

### **203.3 Implementation Activities**

This task involves the identification of required permits, approvals, or policy changes required for successful implementation of the recommended project concepts. Tetra Tech will also identify relevant funding sources to finance the implementation of the Final Plan that are long-term and sustainable. In addition, future planning efforts will be discussed for full implementation as well as to further the Watershed Education Programs.

## **Task 204. Upper Los Angeles River and Its Tributaries Revitalization Plan**

### **204.1 Prepare the Draft and Final Upper Los Angeles River and Tributaries Revitalization Plan**

Tetra Tech will compile the Committees technical documents and develop alternatives to prepare the Draft Upper Los Angeles River and Tributaries Revitalization Plan. While Tetra Tech will draw heavily upon previous deliverables to develop a draft Upper LA River and Tributaries Revitalization Plan for submittal to the MRCA and review by the Working Group, the bulk of the work associated with this task will involve integrating all design concepts into a singular plan and prepare a narrative that describes how this plan achieves the stated objectives of the Working Group.

The Final Revitalization Plan will outline the planning process, clearly articulate the goals and objectives, document the project selection criteria, feature the selected project alternatives, and offer a discussion about programmatic needs to support the implementation of the Plan.

Tetra Tech will also present the Draft Revitalization Plan at the Working Group Meeting. This will be an opportunity to solicit input from the Working Group members, verify that the recommendations and plan elements are consistent with the principles developed, and seek agreement that the plan will be embraced by the local community leaders and the community as part of the process for finalizing the Draft Revitalization Plan.

Following receipt of a single consolidated set of comments from the Project Planning Team, the Working Group members, Tetra Tech will finalize the Upper Los Angeles River and Tributaries Revitalization Plan document. Community outreach summaries provided by the NGO outreach team will be synthesized in the main body of the plan and included in their entirety as appendices to the plan.

In January 2019, the Working Group elected to also analyze the Burbank Western Channel in the same level of detail as the tributaries specified by the AB 466 legislation. This task includes effort to characterize this additional tributary's baseline conditions; identify potential revitalization opportunities; process Working Group, Committee, and Public feedback specific to the Burbank Western watershed and corridor; map and document the results in the Guiding Principles and Framework Document; and develop pertinent content for the revitalization plan (including a tributary profile).

Finally, this task includes effort to accommodate additional time for preparation, participation, and post-processing of information received at weekly coordination meetings with the project team. Originally scoped at 0.5-hours per meeting per week, it became apparent during Phase 1 that certain coordination meetings were better facilitated in person over 1 to 2 hour time periods. The scope of this task augments the current Phase 1 scope to assume one coordination meeting per month is held in person for a two hour duration, plus one additional hour of preparation/processing.

#### Deliverables

- Draft and Final Upper Los Angeles River and Tributaries Revitalization Plan

#### Assumptions

- The Draft and Final Upper Los Angeles River and Tributaries Revitalization Plan will consist of up to 6 hard copies for the Project Planning Team. An electronic file will be available for download on either the Interactive Project Website or on a Tetra Tech Sharepoint download site.

### **Task 205. Tributary Matrix Analysis and Mapping**

In the Committee meeting on September 25, 2018 Joe Edmiston, member of the Working Group and Director of the MRCA directed the project team to undergo a mapping exercise to understand the attributes of all of the tributaries along the ULART to assist the working group in determining what additional tributaries should be considered as part of the Plan process. In addition to the mapping, the project team worked to create a matrix to inform decision making by the Working Group by summarizing the following:

1. Tributaries mapping of the overall region
2. Tributaries mapping of the 13 individual tributaries, including:
  - Alignment with legislation goals
  - Alignment with Water and Environment Committee goals
  - Alignment with People and Recreation Committee goals
  - Alignment with overall project goals
  - Population within ½ mile from tributary
  - Access to and along the tributary
  - Publicly owned land within ½ mile
  - Parks within ½ mile
  - Schools within ½ mile
  - Commercial and Industrial land within ½ mile
  - Cal EnviroScreen 3.0 population and pollution data
  - Annual precipitation
  - LID sites
  - Permeable land in acres
  - Pollutants
  - Clean up sites
  - Geotracker sites
  - Impaired water bodies
  - Significant habitat

This effort also includes mapping of individual tributaries to include graphics outlining significant findings for each tributary, and development of a decision-making matrix (in coordination with MRCA staff).

#### Deliverables

- Tributary Matrix and Heat Maps (up to three drafts and one final)

