



## **Denise Duffy & Associates, Inc.**

PLANNING AND ENVIRONMENTAL CONSULTING

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### **PROPOSAL FOR Environmental Review of Water Project 2: Seaside Basin Aquifer Storage and Recovery Facility at Seaside Middle School, Seaside**

December 5, 2011

#### **Project Understanding**

The Monterey Peninsula Water Management District (MPWMD) has requested that DD&A provide environmental review consulting services for a future Board action on Water Project 2, specifically, preparation of an Addendum to the Phase 1 Aquifer Storage and Recovery (ASR) Environmental Impact Report /Environmental Assessment (EIR/EA) (Jones & Stokes/MPWMD, 2006) and associated findings, resolution, and noticing: Water Project 2 is defined as certain improvements to Seaside Basin Aquifer Storage and Recovery Facility at the Seaside Middle School site in Seaside, CA on the west side of General Jim Moore Boulevard just north of its intersection with Coe Avenue and Eucalyptus Road. This preliminary scope of work and budget is based on the Summary of Preliminary Project Specifications for Water Project 2 (MPWMD, November 2011) and information from conversations with Joe Oliver and Henriette Stern on November 22, and on December 1 and 2, 2011.

#### **Scope of Services**

##### **Task 1. Project Initiation/Site Visit**

DD&A will initiate the Addendum process by completing the following tasks necessary for ultimate preparation of a thorough and defensible Addendum to the ASR Phase 1 EIR/EA (Jones & Stokes/MPWMD, 2006) addressing MPWMD's Water Project 2 ASR:

- DD&A will communicate early and often with MPWMD staff to confirm project details and schedule needs, and to gather and review available information;
- DD&A staff will conduct one site visit and photograph existing conditions;
- DD&A will conduct an assessment of the existing relevant background reports, including the ASR Phase 1 EIR/EA, and collect data required to supplement the existing analysis with new regulatory and CEQA requirements that has occurred since the existing EIR was certified, these areas may include greenhouse gas emissions, water resources, growth inducement, and cumulative impacts;
- DD&A will review and edit the MPWMD-provided project descriptions to a format needed for the Addendum; and

- DD&A will provide strategic consultation to expedite preparation of the document and assist MPWMD with adequate content including procedural issues related to adoption of the Addendum.

The Addendum to the Final EIR will concisely describe and graphically depict the relevant site specific features of the newly developed Water Project 2: Well Programs as defined in the project description (MPWMD, November 2011).

## **Task 2. Prepare Administrative Draft Addendum**

An Administrative Draft Addendum will be prepared in compliance with Section 15164 of the CEQA Guidelines and will clearly and concisely describe the changes to the Project due to the additional phase of project development. The Addendum will conform to CEQA Guidelines and provide an explanation for the decision that a supplemental or subsequent EIR is **not** required. Sections of the Addendum may include the following, subject to review and approval by MPWMD:

- Introduction
  - Addendum Overview
  - Background on the Project
  - Addendum Requirements
- Description of the Project
  - Location
  - Description
  - Comparison of Project to Facilities Evaluated in the ASR Phase 1 EIR/EA
- Impacts and Mitigation of the Project
- Comparison to the Conditions Listed in CEQA Guidelines Related to Addendum Preparation
  - Changes to the Project Considered Not Substantial
  - No New Information Leading to Environmental Effects
  - No Change in Project Circumstances
- Conclusion
- References
- Acronyms
- Appendices

The Addendum will tier from the ASR Phase 1 EIR/EA, include a description of the changes to the project and itemize why no events have occurred that would trigger a subsequent EIR for the Project based upon Section 15162 of the CEQA Guidelines. The Addendum will clearly and concisely describe the reasons for that determination. The administrative draft will be submitted in electronic form (in MS Word and PDF via email) to MPWMD staff and to California-American Water Company (CAW) for review and comment.

**Task 3. Prepare Draft Addendum**

Based upon review comments from MPWMD staff and CAW, DD&A will prepare a Draft Addendum for the MPWMD Board packet that would be approving the Water Project 2. This scope of work assumes DD&A will receive up to two sets of comments (one transmittal document from MPWMD and one from CAW). This Draft Addendum is assumed to be attached to the MPWMD Board item that would be an action on the project (or a component of the project), such as approval of the bid document or contract approval for the construction of the well.

**Task 4. Prepare Screen-Check/Final Addendum**

Based upon comments received during the Board consideration of the action item, DD&A will prepare a Screen-check (for MPWMD staff final review) and Final Addendum for filing.

**Task 5. Prepare Draft and Final Resolution and CEQA Findings**

In preparation for the Board action on the addendum and project approval, DD&A will prepare a draft Board Resolution, including CEQA-required findings related to the conclusions of the addendum.

**Task 6. Prepare Notices**

DD&A will prepare Draft and Final Notice of Determination for the project approval, if requested and will be available to file the notice with proper documentation of previous fee payment to the County Clerk and OPR.

**Task 7. Meetings and Conference Calls**

This task includes attendance/involvement in meetings and conference calls with the MWD or other involved agencies. The budget assumes attendance by the Project Manager at up to one (1) meeting with staff, one (1) public hearing, and up to three (3) conference calls of approximately 1 hour each. In addition, DD&A's Project Manager will coordinate meeting and conference call scheduling, and prepare and distribute meeting agendas and summaries of key discussion points, if requested.

**Task 8. Project Management**

This task consists of project management and communication responsibilities, including correspondence, schedule/budget tracking, project oversight, and document production. This task also includes coordination with public agencies and various resource agencies during preparation of the addendum.

**Optional Task 9 (not included in budget). Revise Mitigation Monitoring and Reporting Program (MMRP)**

DD&A will provide recommended changes to the MPWMD MMRP approved in 2006. Changes will be recommended based upon project description changes (i.e., the Water Project 2). Revisions to mitigation will be recommended such that their effectiveness would be maintained pursuant to CEQA and associated approvals.

## Budget

**DENISE DUFFY & ASSOCIATES**  
**Proposed Budget for Water Project 2 - Seaside Basin Aquifer Storage and Recovery Facility**  
**at Seaside Middle School, Seaside 12/2/2011**

Task #	Task Description	DENISE DUFFY & ASSOCIATES					Total
		Denise Duffy Principal	Alison Imamura Project Manager	Assistant Planner	Graphics/GIS	Administrative Assistant	
	Rate	\$205	\$168	\$85	\$88	\$55	
1	Project Initiation/Site Visit	2	10	10		2	\$3,050
2	Prepare Administrative Draft Addendum	6	24	32	6	1	\$8,565
3	Prepare Draft Addendum	2	6	12	4	1	\$2,845
4	Prepare Screen-Check/Final Addendum	2	4	8	2	1	\$1,993
5	Prepare Draft and Final Resolution/CEQA Findings	4	10	18		1	\$4,085
6	Prepare Notices		1	8		2	\$958
7	Meetings and Conference Calls	2	8				\$1,754
8	Project Management	6	10			2	\$3,020
<b>Total DD&amp;A hours by person</b>		24	73	88	12	10	
<b>TOTAL</b>		<b>\$ 4,920</b>	<b>\$12,264</b>	<b>\$ 7,480</b>	<b>\$ 1,056</b>	<b>\$ 550</b>	<b>\$26,270</b>
9	<i>Optional Mitigation and Monitoring Program (not included in total)</i>		6	12		2	\$2,138

  

Estimated Direct Cost	
Phone and Fax	\$30.00
Document Production	\$100.00
Materials	\$80.00
Mileage	\$20.00
<b>Total Expenses</b>	<b>\$230.00</b>
<b>Total Budget</b>	<b>\$26,500.00</b>

**NOTES:**

- 1. Strategy and Approach.** This budget estimate is based on the current understanding of strategy and approach (per consultation with Joe Oliver and Henrietta Stern, Dec. 1 - 2 , 2011). Any significant changes may require an amendment.
- 2. Responding to agency comments.** This budget estimate assumes an average number and length of comments from the reviewers with no new technical analysis. DD&A reserves the right to review the comments and adjust the estimated budget to accommodate responding to excessive comments. Specifically, responding to more than an average number of comments revising or conducting new analysis and/or excessively complex comments may require an amendment to the contract.
- 3. Direct Costs.** Estimate does not include any filing fee for Notice of Determination, but includes photocopying, supplies, travel expenses (i.e., mileage to meetings), reproduction, postage, phone, facsimile, materials, etc. plus 10% admin fee. Unless otherwise noted or requested, DD&A assumes that all deliverables would be submitted electronically (in PDF format, or if needed, Microsoft Word) only. If MPWMD chooses to deliver/send the notices themselves, this task can be reduced.
- 4. New technical studies.** This task specifically excludes new technical studies in the areas of aesthetics/visual resources (visual simulations), air quality (risk assessment and emissions modeling), biological resources, coastal act consistency, cultural resources, energy, geotechnical and geologic hazards, hazardous materials, hydrology and water quality, noise, traffic and transportation, and utilities/water supply. Climate change analysis will be provided. These issues are assumed to be adequately addressed in the Phase 1 ASR EIR/EA (Jones & Stokes/MPWMD , 2006) or in the Coastal Water Project EIR (ESA/CPUC, December 2009).
- 4. Project Billing.** The project will be billed on a task-by-task (or % task completion) basis, unless otherwise requested. Direct costs/expenses will be billed as actual costs.