

AGREEMENT FOR SERVICES #595-S1211

AMENDMENT I

This Amendment I to that Agreement for Services #595-S1211, made and entered into by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as "County"), and ICF Jones & Stokes, Inc., a Delaware Corporation, duly qualified to conduct business in the State of California, whose principal place of business is 630 K Street, Suite 400, Sacramento, California 95814 and whose Agent for Services of Process is CSC Lawyers Incorporating Service located at 2730 Gateway Oaks Drive, Suite 100, Sacramento, California 95833; (hereinafter referred to as "Consultant");

RECITALS

WHEREAS, Consultant has been engaged by County to prepare an Environmental Impact Report for the County's targeted general plan amendment and a comprehensive zoning code update, in accordance with Agreement for Services #595-S1211, dated June 4, 2012, incorporated herein and made by reference a part hereof; and

WHEREAS, the parties hereto have mutually agreed to revise the scope of services to include additional services, hereby amending **ARTICLE I – Scope**; and

WHEREAS, the parties hereto have mutually agreed to revise **ARTICLE III – Compensation**, to remove the reference to the Board of Supervisors Travel Policy D-1 (Exhibit "C" to the original agreement) and to revise the fee schedule and maximum compensation.

NOW THEREFORE, the parties do hereby agree that Agreement for Services #595-S1211 shall be amended a first time as follows:

ARTICLE I

Scope of Services: Consultant agrees to furnish the personnel and equipment necessary to prepare an Environmental Impact Report for the County's targeted general plan amendment; comprehensive zoning code update; and a Mixed Use Development/Traditional Neighborhood Design Manual. Services shall include, but not be limited to those identified in Exhibit "A-1", marked "Targeted General Plan Amendment and Zoning Ordinance Update", and Exhibit "A-2" marked "Mixed Use Development/Traditional Neighborhood Design Manual" both of which are incorporated herein and by reference made a part hereof.

ARTICLE III

Compensation for Services: For services provided herein, including all deliverables described in Exhibits "A-1" and "A-2", County agrees to pay Consultant monthly in arrears. Payment shall be made within thirty (30) days following County receipt and approval of itemized invoices identifying the services rendered. Invoices shall follow the format specified by County and shall reference this Agreement number both on their faces and on any enclosures or backup documentation. When invoicing for direct expenses or subconsultant services, Consultant shall provide documentation of Consultant's actual costs for such expenses or services.

The cost estimate for each task and the billing rates shall be in accordance with Exhibit "B-1", marked "Cost Estimate and Fee Schedule" incorporated herein and made by reference a part hereof.

Contract Administrator shall have authority to reallocate costs among the tasks listed in Exhibit "B-1" provided the total amount of the agreement as stated below is not exceeded. Such approval shall be in writing. The billing rates for each job classification shall be less than or equal to those listed in Exhibit "B-1".

The total amount of this Agreement shall not exceed \$352,730.00, inclusive of all services, expenses and costs.

Invoices shall be mailed to County at the following address:

County of El Dorado
Chief Administrative Office
330 Fair Lane
Placerville, California 95667
Attn.: Kim Kerr

Or to such other location as County directs.

Except as herein amended, all other parts and sections of that Agreement #595-S1211 shall remain unchanged and in full force and effect.

Requesting Contract Administrator Concurrence:

By: Kimberly A Kerr
Kimberly Kerr
Assistant Chief Administrative Officer

Dated: 3/1/13

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to that Agreement for Services #595-S1211 on the dates indicated below.

-- COUNTY OF EL DORADO --

By: 
Terri Daly, Purchasing Agent
Chief Administrative Office
"County"

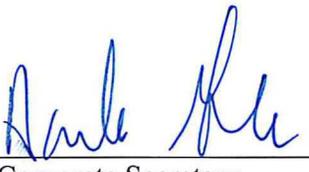
Dated: 3/5/13

-- CONSULTANT --

ICF Jones & Stokes, Inc.
A Delaware Corporation

By: 
Maggie Townsley
Vice President
"Consultant"

Dated: 2-27-13

By: 
Corporate Secretary

Dated: 2-27-13

Exhibit A-1

Targeted General Plan & Zoning Ordinance Update (Original Scope)

Introduction

The County adopted its general plan in 2004. It has now completed the first five-year review of that plan. As a result of the review, the County has identified a number of specific, targeted amendments to the general plan. The targeted general plan amendments (TGPA) are intended to foster economic development by simplifying the development process through clearer policy guidance for decision makers, the public, and the business community (including agriculture). They will also enable the County to meet its regional housing needs allocation within areas planned for development in the current general plan. The County has also drafted a comprehensive update of its zoning ordinance (ZOU) that will replace the existing zoning ordinance and bring zoning into consistency with the 2004 general plan for the first time.

ICF will prepare the TGPA and ZOU program EIR (EIR) in close coordination with the County team. This will ensure that the EIR will be comprehensive enough to provide the basis for streamlining site-specific CEQA analyses in areas identified for future development. Further, where feasible, proposed policies or implementing measures of the general plan and zoning ordinance will serve as mitigation measures for potential impacts. This will establish an overall strategy for environmental mitigation through implementation of the plan policies.

ICF knows the importance of a complete administrative record and will provide the County with copies of all references that were used to prepare the draft EIR and, upon completion of the final EIR, any additional references used in its preparation. This can save the County substantial time when responding to public records requests from the public.

Our proposal is based on a number of key assumptions:

- A traffic analysis is being prepared by a separate consultant, and the analysis will be available in a timely manner and suitable for inclusion in the EIR.
- The County will have a greenhouse gas (GHG) emissions inventory completed that can act as the baseline for the GHG impact analysis.
- The County will provide us with its available land use and resource mapping.

Task 1 Project Start Up and Project Management Coordination

ICF's project director and project manager will attend the County Coordination Team meeting on January 12, 2012 to meet the members of the team and discuss the future work.

After entering into the contract for the EIR, ICF's project manager and key task leaders will meet with County staff in a start-up meeting to discuss the upcoming work on the EIR, identify relevant information and data available from the County, and establish protocols for communication between the County (and its departments and committees) and the ICF team. This will include a discussion of how ICF can assist the County regarding its website and plan for public communications regarding the TGPA, zoning ordinance update, and EIR. Within two weeks of the start-up meeting, ICF will compile

and submit to the County a comprehensive list of data needs. We will also present, for County review and approval, a draft outline for the format for the EIR.

As the EIR proceeds, ICF will meet regularly with the County team, either in person or by telephone conference, to discuss our findings, progress, and County issues. ICF will work closely with County staff to ensure that the EIR process is closely coordinated with the TGPA and ZOU processes.

Deliverables: List of data needs

Assumptions: The County will be responsible for Native American consultation under the requirements of Senate Bill (SB) 18.

Task 2 Scoping Meeting and Preparation of Initial Study (IS)

ICF will draft a project description in collaboration with County staff that summarizes the proposed TGPA and ZOU. The description will include a clear statement of the objectives of the TGPA and comprehensive ZOU. The options to be considered in the ZOU will be included in the project description so that they can be examined at the same level of detail as the rest of the update. This will enable the County to adopt any of the options without additional analysis (as might be necessary if the options were analyzed as EIR alternatives). Where pertinent, the project description will include maps or diagrams illustrating where in the County the proposed TGPA policies will apply. The description will state that the ZOU is a comprehensive revision of the existing County-wide ordinance and provide a summary of the key changes proposed. ICF will provide the County with a draft project description for review and a final project description incorporating the County's comments on the draft. ICF will work with County staff to identify specific projects, types of projects, or areas in which future projects may occur as part of the project description. This will enable us to specifically address potential impacts at a program level in Task 2, as well as in Tasks 4 and 6. Listing project types and specific projects, if applicable, specifically addressing impacts at a program level, and addressing cumulative impacts of such projects will enable streamlining through the tiering of environmental review at the time of discretionary review and approval. Future environmental reviews at the project level could then be limited to those impacts that are particular to the specific future project.

Following the completion of the project description, ICF will prepare an IS analyzing the project, using the checklist format in Appendix G of the CEQA Guidelines. The IS will examine the potential for the project to result in significant environmental impacts. The IS will not undertake a detailed review of potential impacts, but rather is intended to identify the potentially significant impacts that may arise from implementation of the project (i.e., the TGPA and ZOU). As required by CEQA, our analysis will compare the land use changes represented by the TGPA and ZOU to existing conditions (i.e., the "baseline") when determining the potential for significant impacts. ICF will work with the County team to develop estimates of the level of development that may reasonably be expected to result from the project. This reasonable build out will constitute the project's extent of impact for purposes of the analyses that will follow.

As part of the IS, ICF will provide a written discussion of the findings (i.e., no impact, less-than-significant impact, less-than-significant impact with mitigation incorporated, and potentially significant impact) for each of the items on the checklist. To the extent it is pertinent, the IS will identify where the TGPA and ZOU EIR will tier from the 2004 EIR certified for the general plan. As requested in the RFP,

we will prepare the IS to support focusing the analysis in the program EIR on significant issues. We expect to attach the IS to the program EIR as an appendix in support of this focus (i.e., scoping certain issues out of the EIR).

Pursuant to the RFP, ICF expects that the IS will not identify potentially significant impacts or impacts requiring mitigation to reduce them below the level of significance in several resource areas, and our scope reflects that assumption. The resource areas are as follows:

- Geology/soils
- Hazards and hazardous materials
- Hydrology/water quality
- Mineral resources
- Population/housing
- Public services
- Recreation
- Utilities/service systems

If, during preparation of the IS, it becomes apparent that there may be potentially significant impacts in these areas, we will immediately meet with County staff to discuss how to proceed. Analysis of any of these areas in the EIR will require an augmentation in ICF's scope (to be negotiated with the County). We anticipate making the IS an appendix to the EIR to avoid the need to provide further analysis of the issues that have been reconciled in the IS. The EIR can thus devote its discussions to the key issues.

ICF will also prepare a draft notice of preparation (NOP) for County review. The NOP will include a summary project description, general location map, a list of potentially significant effects, and contact information. The completed IS will be attached to the NOP released for public review. ICF will finalize the NOP and IS after we have received the County's comments on the drafts. The County will be responsible for providing the requisite notice of the NOP's availability, as well as setting the date of the scoping meeting. In addition, the County will be responsible for reproducing any copies of the NOP and IS for public review. Concurrent with the County's release of the NOP, ICF will deliver a "notice of completion" and 15 copies of the NOP and IS to the State Clearinghouse in Sacramento for distribution to state agencies for a 30-day review.

ICF's project manager will participate with County staff in a public scoping meeting held during the NOP review period. Prior to the meeting, ICF's facilitator will provide advice to the County team regarding effective approaches for soliciting public input. This may include an active facilitation role at the meeting. We assume that the scoping meeting will be advertised and open to the public, as well as public agencies. The RFP suggests that the scoping meeting is to be held after completion of the project description and prior to release of the NOP. ICF recommends instead that the scoping meeting occur during the review period to provide the public with an opportunity to review the NOP and IS in advance of the meeting.

ICF staff will take notes of any verbal comments received and, in cooperation with County staff, prepare a written summary of those comments for inclusion in the draft EIR.

Deliverables: Electronic copies of the draft and final project description, IS, and NOP in Microsoft Word format; a written summary of the scoping meeting

Assumptions: The County will provide a tracked changes version or similar side-by-side comparison of existing and proposed general plan provisions identified in the RFP at this time. The RFP proposes that this information be provided in Task 3; however, it would be critical to the preparation of an IS that will

provide a strong basis for scoping issues out of the EIR as requested in the RFP. It will also be useful to present to the public in the scoping meeting. The County will be responsible for arranging the scoping meeting, with strategic assistance from ICF.

We assume that there will be only one review of the draft IS and the draft NOP.

Task 3 Project Alternatives

ICF will draft a final project description and set of project alternatives for use in preparing the EIR in collaboration with County staff. ICF will prepare three alternatives to the project, including the no-project alternative. The no-project alternative will consist of a scenario in which the existing general plan is implemented without the proposed TGPA and ZOU. The other two alternatives will consist of variations of the project that meet most of the objectives of the project, are consistent with the general plan (or at least consistent with the general plan as it would be amended by the project in the case of zoning ordinance-based variations), and that would reduce one or more significant impacts of the project. As provided under CEQA, the alternatives will be examined at a lesser level of detail than the project itself. These alternatives are not intended to analyze the ZOU options (which are being analyzed as part of the project), but may include variations on those options.

Deliverables: Electronic copies in Microsoft Word format of the draft and final project description, including the alternatives, for use in preparing the administrative draft EIR.

Assumptions: ICF assumes that County staff will provide the necessary mapping and documentation of changing acreage by total and geographic location, as pertinent.

Task 4 Preparation of the Administrative Draft EIR

ICF will prepare the administrative draft Program EIR for review by the County team. As provided in the RFP, ICF assumes that the EIR will focus on the resource areas of aesthetics, agricultural resources, biological resources, cultural resources, GHG/air quality, noise, and land use planning, unless one or more additions are warranted as a result of the outcome of Task 2. When applicable, ICF will tier the analysis in the administrative draft EIR from the 2004 general plan EIR. ICF will summarize in the ADEIR the findings of any portion of the 2004 EIR that is used for tiering, consistent with CEQA case law. As required by CEQA, our analysis will determine the project's potential for significant impacts by comparing the land use changes reasonably foreseeable as a result of the TGPA and ZOU to the baseline of existing conditions.

ICF will prepare the administrative draft EIR in compliance with the requirements of CEQA, the State CEQA Guidelines, and the County. To ensure efficiency and consistency, ICF's professional editors will prepare templates for each of the sections of the EIR which staff members will use when preparing their analyses. Prior to beginning work on the administrative draft EIR, we will hold an in-house start-up meeting with project staff to describe the project and the approach.

ICF proposes the following format and scope for the administrative draft EIR. As with the IS, our analysis will compare the land use changes represented by the TGPA and ZOU to existing conditions (i.e., the baseline) when determining the potential for significant impacts. The existing general plan will not be used as the baseline for analysis.

Executive Summary

The executive summary of the administrative draft EIR will include a summary description of the TGPA and ZOU and a list of impacts, mitigation measures, and impact significance in table form. There will also be a table summarizing and comparing the alternatives discussed in the administrative draft EIR. The executive summary will identify the impacts that were found to be less than significant, as well as a list of areas of known controversy.

Assumptions: The County's traffic consultant will provide an analysis of the potential traffic impacts in the form of a technical report suitable for summarizing as an administrative draft EIR chapter (Fehr & Peers will provide a peer review of the traffic analysis). This report would include identifying significant impacts and proposing feasible, enforceable mitigation measures. The GHG inventory will be completed in time to use it in preparing the administrative draft EIR. The options identified with the comprehensive ZOU will be analyzed as part of the project, not separate alternatives.

Introduction

The introduction to the administrative draft EIR will provide a brief explanation of the CEQA process, including the purpose of a program EIR. It will direct readers how to find information in the draft EIR document. It will also explain the connection between the TGPA and ZOU and the analysis presented in the administrative draft EIR.

Project and Study Area Description

The project description section of the administrative draft EIR will summarize the key elements of the TGPA and ZOU. The description will include a statement of the objectives of the general plan update. These objectives will be used, in turn, to develop the range of alternatives to be analyzed in the administrative draft EIR. The study area for the administrative draft EIR will be defined in text and graphically. ICF expects that the study area will be generally limited to the unincorporated areas of the County, including the Lake Tahoe Basin.

This section will also describe the alternatives, including the no-project alternative. The process of selecting the alternatives, and those preliminary alternatives that were not selected as part of the range being analyzed, will be described in this section. We will analyze three alternatives in the administrative draft EIR, including the no-project alternative. The alternatives will be analyzed at a lesser level of detail than the project.

Methodology and Standards of Significance

Each technical chapter will contain a concise description of the methodology used in the analysis and the standards used to determine whether an impact is significant. The significance standards will be based on County standards, CEQA standards, and any applicable agency standards.

Aesthetics and Visual Resources

ICF will prepare an assessment of visual resource and aesthetic impacts. The analysis will be prepared by visual resources staff with expertise in visual assessment, viewshed mapping, impact analysis, and landscape architecture. The assessment will include:

- Discussion of the methods, terms, and thresholds for significance
- An overview of applicable policies and guidelines regarding visual resources
- Description of the regional visual character and area-specific landscape viewshed units (which comprise the baseline conditions for assessing aesthetic impacts)
- Characterization of viewer groups and their responses to changes in views
- An impact analysis which will focus on changes in key views, overall visual character, nighttime light, and daytime glare
- Recommendations and mitigation measures to lessen potential project impacts

The visual resources assessment will follow standards of professional practice for aesthetic analysis to ensure adherence with standards for environmental compliance.

Setting. The setting information will be divided in two main elements—the physical setting and viewer groups. We will describe the physical setting in terms of the visual character and quality of the viewsheds, key vantage points (such as public roadways and existing residential and recreation facilities), and site resources. We will include representative photographs to document key views and typical conditions. We will describe the viewer groups, as well as their relative sensitivity to changes in views.

Impacts. We will address potential viewshed and visual character changes as a result of the changes in the landscape resulting from implementation of the project. These changes will be analyzed relative to visual quality and sensitive viewer groups to determine impacts. We will recommend visual resource guidelines and feasible mitigation to reduce potential project effects from general plan buildout at a programmatic level.

Air Quality and Greenhouse Gases

ICF air quality specialists will evaluate air quality impacts associated with new or revised goals, objectives, and policies within the TGPA and ZOU. Although we will examine the options included in the ZOU, we do not expect that they will require extensive analysis for air quality impacts because they largely work to clarify existing general plan provisions or do not result in extensive land use changes. We will evaluate the air quality impacts associated with the alternatives at a lesser, qualitative level of detail in the alternatives section.

We will summarize existing air emissions regulations of the El Dorado County Air Pollution Control District (EDCAPCD) in the setting section. The existing air quality environment in the county will be described using data and information available from the EDCAPCD and the County's GHG emissions inventory.

ICF air quality experts can provide:

- Air emissions inventories and forecasts
- Clean Air Act compliance
- Air modeling of stationary, area, and mobile sources
- Air permitting, including PSD, NSR, Title V, and BACT evaluations
- Air quality management plans
- Air toxics emissions inventories, and regulatory support, including HRAs
- Emission reduction credits and trading; odor and visibility impact assessments
- Transportation and general conformity determinations

In the impact section, thresholds of significance based on EDCAPCD standards will be discussed and applied to the project. We will model air quality effects of the project using accepted methodology for general plan-scale projects, based on the traffic projections from the separately prepared traffic report. Where significant impacts are identified, we will identify and discuss feasible mitigation measures. We expect that potential air quality impacts will be mitigated to some extent, but not totally, by policies, programs, or objectives developed as a part of the project. Pursuant to CEQA case law, the general mitigation measures will provide a commitment to mitigation, performance standards to be met by future mitigation, and mitigation options, where applicable.

There is no discrete threshold for GHG emissions, as the EDCAPCD has not adopted thresholds to evaluate climate change impacts. Consequently, we will coordinate with the EDCAPCD and the El Dorado County Planning Services department to determine appropriate thresholds by which to evaluate climate change impacts related to the TGPA and ZOU. However, based on the context and intensity of potential GHG emissions, development under the general plan will result in a significant level of emissions. GHG reduction measures will be selected on the basis of their effectiveness and feasibility.

ICF will address the following subjects in the administrative draft EIR related to climate change:

- *Climate Change Background.* We will present an overview of climate change science, predicted emissions and impacts globally, nationally, within California, and locally; an overview of the current regulatory regime in California and the United States; and expected future actions of the California Air Resources Board (ARB) in regulation of GHG emissions. We will also discuss the anticipated sustainable communities strategy being prepared by the Sacramento Area Council of Governments (SACOG) to meet the region's GHG reduction targets under SB 375. This background will also present the cumulative context for assessment of climate change by presenting an overview of the global, state, and regional emissions.
- *Impact of Development Under the General Plan on Climate Change.* We will evaluate County contributions of GHG emissions under existing conditions, for business-as-usual conditions for buildout under the current general plan, and buildout under the proposed general plan. We will rely on the County's GHG emissions inventory now under preparation to define existing conditions.
- *Impact of Climate Change on the County.* We will broadly discuss potential impacts of climate change on the County's environment for which there is reliable information available, including the potential changes in wildfire hazard and water supply (e.g., changes in Sierra snowpack) to the extent reasonably foreseeable from existing information. To the extent that this information is not known at the County level, we will disclose and explain that fact.
- *Mitigation Measures to Address Climate Change.* We will identify potential policies and other feasible measures that the County will adopt to reduce GHG emissions and impacts within the County, including proposed TGPA and ZOU provisions for higher-density, more compact development in areas with urban services. These will be identified in the form of policies or ordinances in sufficient detail to provide performance standards or a menu of mitigation measures.
- *Significance Determination.* GHG emissions contribute to the cumulative impact of global climate change. CEQA case law holds that where a cumulative impact is particularly severe, even a small incremental contribution may be significant (*Communities for a Better Environment v. California*

Resources Agency (2002) 103 Cal.App.4th 98). Therefore, the administrative draft EIR may conclude that until the County adopts a plan for the reduction of GHGs, there is a potential that the County will continue to contribute considerably to California and global GHG emissions.

- **Alternatives.** The alternative analysis for the administrative draft EIR will be limited to analysis of the climate change impacts of the alternatives identified in the administrative draft EIR. We assume that one of the alternatives will incorporate features to reduce GHG emissions. This scope does not presume quantification of emissions associated with alternatives, but the qualitative differences will be noted in the administrative draft EIR.

Biological Resources

ICF's biological resources team (consisting of a wildlife biologist, fish biologist, and botanist) will obtain and review existing information, including the California Natural Communities Database, the County's adopted Oak Woodlands Management Plan, and draft Integrated Resources Management Plan (Phase 1); contact the appropriate resource agency personnel (i.e., representatives of the California Department of Fish and Game, National Marine Fisheries Service, and the U.S. Fish and Wildlife Service); and prepare the biological Resources chapter of the administrative draft EIR. The results of this data gathering will be included as an appendix in the administrative draft EIR. The biological resources analysis will be based on the most current and available information. The administrative draft EIR section will identify regulatory requirements and identify potential impacts on biological resources resulting from proposed changes in policies and land use designations as a part of the project. The analysis of the optional wetlands and riparian setback standards will be done at a general assessment level and will not include wetland delineations or stream morphology analyses.

Mitigation measures will be proposed for all identified impacts. We expect that, to the extent feasible, potential impacts will be mitigated by general plan policies or zoning regulations developed as a part of the project. We will identify any additional policies or regulations that may be necessary in order to provide additional mitigation, if pertinent.

Assumptions: ICF will not perform site-specific field studies or reconnaissance surveys. The analysis will rely on data from the draft Integrated Resources Management Plan, but will not evaluate the potential environmental effects of that plan.

Cultural Resources

ICF cultural resources staff will conduct records research to create a comprehensive settings section for the administrative draft EIR. Potential impacts to cultural resources will be considered and mitigation measures will be developed as part of this effort.

ICF's cultural resource specialists will conduct a review of data available for the project area. The data search will provide a preliminary review of information regarding the prehistoric, ethnographic, and historical context of the County. The data search will include a review of any previous cultural resource studies and previously recorded sites in the vicinity of the project area and will provide a basis on which to ascertain the potential for cultural resources within the County. Additionally, a number of historical inventories and resources will be consulted during the record search, including the California Register of Historical Resources and the National Register of Historic Places. ICF will conduct this record search at

the Information Center of the California Historical Resources Information System with the goal of obtaining the most complete and up-to-date data on file. Additional historical research will be conducted at the California State Library, if necessary.

As a method of involving local individuals or groups who may have a potential interest in the project, ICF's cultural staff will initiate consultation with Native Americans, local historical societies, and other interested groups. We will prepare and send informational contact letters to each person or group identified as having a potential interest in or possessing knowledge of prehistoric, ethnographic, traditional cultural properties, or historic resources in the County. Follow-up phone calls will be made to each identified group or organization in an effort to obtain information and comments. This will be focused on potential environmental impacts and separate from the County's consultation with tribes pursuant to SB 18.

Based on the work conducted in the data collection and consultation tasks, ICF's cultural resources specialists will develop a cultural resources overview of the County. This overview is to be a refinement of expectations for cultural resources in the project area and will be used as setting and context information in the administrative draft EIR. The setting section will discuss the prehistoric, ethnographic, and historic background of the County and will identify common resource types and areas of archaeological, cultural or historical sensitivity.

Assumptions: ICF will not perform site-specific field studies or reconnaissance surveys. The County will provide to ICF all relevant County documents that address cultural resources in order to supplement the research effort.

Farmland and Forestry Resources

ICF will analyze the project and its potential impacts on agricultural operations and land use at a general (i.e., not site-specific) level, based on estimates of the level of development that may reasonably be expected to result from the project. This will include consideration of the optional timber production zone change as it relates to timber production and compatible uses. Particular attention will be given to:

- Areas where urbanization may conflict with agricultural practices, infrastructure, land values, and other economic issues
- Potential loss of farmland to non-urban uses such as ranch marketing and visitor serving uses, and the impact to adjoining farmland
- Conflict between the optional timber production zone change and timber harvesting
- Conflict with existing zoning regulations and Williamson Act contracts

Areas to be assessed will include:



- Conversion of farmland to urban uses
- Effects of proposed urban uses on any nearby agricultural operations
- Conflicts with timber production zone objectives
- Effects of the proposed project on lands under Williamson Act contract and on farmland preserves

If necessary due to potential impacts, ICF will work with the County team to draft mitigation measures (i.e., revisions to the TGPA or ZOU) that would protect agricultural and open space resources and reduce the potential for adverse impacts on agricultural operations by non-agricultural land uses.

Land Use and Planning

ICF will summarize information on existing land uses and applicable plans and ordinances affecting land uses in the County's planning area in the setting section of this administrative draft EIR chapter. This will include maps of existing land use plans. ICF will analyze the project and its potential impacts on land use and planning, based on estimates of the level of development that may reasonably be expected to result from the project. This will include the proposed TGPA and ZOU provisions that will assist the county in meeting its regional housing needs and that are compatible with the anticipated provisions of SACOG's MTP 2035 sustainable communities strategy.



The focus of the analysis and mitigation measures will be on land use patterns that could physically divide an established community, potential project conflicts with established land use plans, and potential conflict between proposed zoning and the policies of the general plan. The proposed land use changes (limited though they may be) will be illustrated on maps in the impact section. We will review the land use forecast prepared by the EDAC Regulatory Reform Subcommittee as part of the General Plan five-year review, including mapping of areas within communities where utilities are available. ICF will advise the County team whether this forecast is suitable for use in the EIR. Should that not be the case, we will work with the County team to revise it as may be necessary.

ICF expects that, to the extent feasible, potential land use impacts will be mitigated by policies or regulations developed as a part of the project. We will identify any additional policies or regulations that may be necessary to provide additional mitigation, if pertinent. This identification will rely, in part, on the peer review of the draft zoning ordinance conducted concurrently in Task 5.

Noise

ICF will evaluate noise impacts associated with implementation of the project. The noise impacts associated with the three alternatives will be evaluated qualitatively in the alternatives chapter.

In the setting section, existing noise regulations will be summarized. The existing noise environment in the County will be generally described using data from the traffic analysis and any relevant information from the existing general plan and general plan EIR.

In the impact section, thresholds of significance based on County noise standards will be discussed and defined. Projected traffic noise conditions and related noise impacts associated with the project will be evaluated at a general level of detail based on accepted modeling techniques using the traffic information to be generated by the traffic consultant, with emphasis on noise levels exceeding county standards that would extend beyond the noise contours identified in the general plan.

Where significant noise impacts are identified, program-level mitigation measures will be identified and discussed. We expect that, to the extent feasible, potential noise impacts will be mitigated by policies and regulations under the project. We will identify any additional policies or regulations that may be necessary to provide additional mitigation, if pertinent.

Assumptions: ICF will not provide site-specific noise monitoring or modeling.

Traffic

ICF's in-house traffic/transportation specialists will review the traffic analysis prepared by the traffic consultant and use it as the basis for the traffic analysis chapter. The traffic chapter will include sections on the environmental setting, regulations, traffic thresholds, impacts and significance, and feasible mitigation measures.

Assumptions: The traffic analysis prepared by the County's traffic consultant will contain sufficient information, including environmental setting, impacts, significance determinations, and draft mitigation measures, to allow the traffic chapter to be completed in a timely fashion.

Alternatives

This chapter will examine three project alternatives, including the no-project alternative. The no-project alternative (as provided under State CEQA Guidelines Section 15126.6) will be defined as buildout under the current County general plan and its community plans. The administrative draft EIR will also analyze two project alternatives that will meet most or all of the update's objectives while substantially reducing or avoiding one or more of its impacts. The alternatives will be examined at a lesser level of detail than the project itself. The impacts of the alternatives will be identified qualitatively and will allow for a comparison with the project and between alternatives. Mitigation measures will be identified for the alternatives' impacts, as pertinent.

Assumptions: ICF will examine three alternatives.

Cumulative Impacts

This chapter will identify the significant cumulative impacts to which development under the project might contribute (e.g., degradation of air quality, loss of agricultural land, impacts to biological resources). It will then determine whether the mitigation measures in the administrative draft EIR or other mitigation programs to which development would contribute its fair share of mitigation would avoid the contribution. Finally, it will determine whether the development under the updated general plan will make a considerable contribution to a significant cumulative impact. A cumulative impact consists of significant effects that are the result of the combined effects of individual past, present, and probable future projects. A project's individual effect may be less-than-significant, while it still makes a considerable contribution to a significant cumulative effect.

ICF will work with the County team to determine the background for the cumulative impact analysis. We expect that the background for the cumulative impact analysis will include buildout of the City general plan for Placerville and may include planned development on the borders of the County.

Growth-Inducing Impacts

The chapter will discuss the growth-inducing impacts of the project. These include aspects of the project that provide for additional development or that remove obstacles to development. ICF will tier from the general plan EIR to the extent practical in this analysis. This discussion will include those aspects of the general plan and the TGPA that are intended to foster “smart growth” and more compact development, as well as the portions of the ZOU that are essentially necessary to make the zoning ordinance consistent with the existing general plan.

Significant, Irreversible Environmental Changes Resulting from the Project

As required by CEQA Guidelines Section 15126, the program EIR will present information on the extent to which the project would result in an irreversible commitment of environmental resources.

Agencies and Persons Contacted, References and Literature Cited, and Report Preparers; Glossary

The administrative draft EIR will contain this information, required by CEQA Guidelines Section 15129.

General Notes

Project Description: ICF will work with the County to refine the project description through Tasks 1, 2, and 4. When Task 6 begins, the project description is expected to be firmly accepted and not subject to further changes.

Mitigation Measures: ICF will recommend feasible and enforceable mitigation measures for the significant effects identified in the analyses. Our objective will be to reduce the impact to less than significant when feasible. For purposes of the administrative draft EIR, mitigation measures will take the form of recommended revisions to the targeted general plan amendment and/or comprehensive ZOU. Revisions may include additions or deletions to the proposed project.

Appendices: ICF assumes that the appendices to the EIR will include, at least, the IS, the traffic analysis (prepared by the County’s traffic consultant), the air quality/GHG analysis, and background on the biological resources analysis.

Administrative Record: ICF will collect reference materials used in the preparation of the administrative draft EIR (and the draft EIR and final EIR) as part of the administrative record. We will provide these to the County in PDF format at the time of the release of the public review draft EIR and at the time of completion of the final EIR.

After submittal of the administrative draft EIR, ICF will schedule a meeting with the County team to discuss County comments.

Deliverables: Electronic copies in Microsoft Word format of the administrative draft EIR



Traffic Analysis Peer Review (optional work)

The transportation planning firm of Fehr & Peers is available, as an optional part of this task, to prepare a peer review of the transportation report being prepared by the County's traffic consultant. While this may seem redundant, the peer review can assist in ensuring that the report provides an adequate level of analysis and disclosure. This is important in the County, with its history of conflict over traffic impact issues. Transportation impact analysis under CEQA can be challenging because the CEQA statutes and guidelines do not provide a detailed methodology for specific technical areas such as transportation. Fehr & Peers has worked closely with leading CEQA experts to help define legally defensible technical practices for regional transportation plans, general plans, specific plans, and transportation infrastructure projects. This knowledge helps them to develop recommended approaches for CEQA compliance, while also respecting other client objectives including adhering to the budget and schedule.

For this project, Fehr & Peers anticipates that the transportation peer review will need to consider the following items, at a minimum:

- The California 2010 Regional Transportation Guidelines provide specific guidance on recommended travel model features based on MPO status, specific tests for static and dynamic validation, and new guidance on internal consistency for regional transportation plans (RTPs).
- The Air Resources Board's "Description of Methodology for ARB Staff Review of Greenhouse Gas Reductions from Sustainable Communities Strategies (SCS) Pursuant to SB 375" contains specific expectations for the travel forecasting model and analytical process to develop VMT and GHG forecasts.
- The SB 375 Regional Targets Advisory Committee (RTAC) recommended methodologies for preparing regional-scale vehicle miles traveled forecasts. Fehr & Peers is uniquely qualified to address this issue based on its participation in the SB 375 RTAC and the RTP Guidelines update working group.
- The review of transportation-related impact significance criteria given the potential tradeoffs between competing objectives such as congestion relief and accommodation of all travel modes through roadway levels of service and complete streets policy and the need for an internally consistent document
- The adequacy and feasibility of feasible mitigation in recognition of funding constraints associated with roadway maintenance and new roadway construction

Fehr & Peers also coordinates with state agencies (including the ARB, California Department of Transportation [Caltrans], and California Office of Planning and Research [OPR]) and environmental interest groups to fully understand the technical and potential legal challenges jurisdictions may face.

Task 5 Peer Review of Draft Zoning Ordinance

Concurrently with preparation of the administrative draft EIR, ICF planners will review the proposed comprehensive update of the County zoning ordinance for the purpose of identifying internal inconsistencies within the proposed ZOU, inconsistencies between the comprehensive update and the adopted general plan and targeted general plan amendments, and unintended land use consequences.

This will include the options identified in ROIs 183-2011 and 184-2011. ICF's review will follow the General Plan Guidelines' direction that a zoning ordinance is consistent with the general plan if, "considering all of its aspects, it will further the objectives and policies of the general plan and not obstruct their attainment."

ICF will prepare a technical memorandum describing any inconsistencies that we may find, organized in the following categories—internal inconsistency within zoning ordinance update, inconsistency with the adopted general plan, inconsistency with the proposed TGPA, and unintended land use consequences. The technical memorandum will be provided to the County prior to completion of Task 4. The ICF reviewer(s) will meet with County staff to review and discuss the findings and consider how to address inconsistencies, if any, that may be found.

Deliverables: Electronic copy in Microsoft Word format of the technical memorandum

Task 6 Preparation of Draft EIR

ICF assumes that we will receive one set of resolved County comments on the administrative draft EIR. Upon receiving the comments, ICF staff will meet with the County team to discuss the administrative draft EIR comments and necessary revisions.

ICF will prepare a screencheck version of the draft EIR incorporating the revisions for review by the County team before the draft EIR is released for public review. We will transmit an electronic copy to the County for its review. ICF assumes that any revisions to the screencheck draft EIR will be minor.

After receiving the County's comments on the screencheck version, ICF will make the indicated revisions, produce the public review draft EIR, and provide the County with electronic copies suitable for printing. ICF will prepare a notice of completion, 15 copies of the executive summary, and 15 CDs containing the full draft EIR and submit these to the State Clearinghouse. We will coordinate with the County to ensure that the State Clearinghouse and local review periods begin on the same day.

Deliverables: Electronic copy in Microsoft Word format of the screencheck draft EIR; electronic copy of the draft EIR in PDF format for reproduction and for posting on the County's website

Assumptions: The County will provide ICF with a single set of County comments on the administrative draft EIR and produce the necessary printed copies of the draft EIR. The County will print the copies of the public draft EIR that it needs for circulation to local agencies and the public.

Task 7 Scoping of Responses

ICF's project manager and meeting facilitator will attend the public meeting to be held on the draft EIR to take verbal comments. Our facilitator will assist the County in running the meeting. After that meeting and the close of the draft EIR review period, ICF will meet with the County team to agree upon a strategy for responding to the written and verbal comments that have been received. ICF has budgeted substantial staff resources for responding to comments as part of Task 8 and will work with the County team to minimize the need to revise ICF's scope of work and budget.

Deliverables: Revised scope of work and cost estimate, if necessary

Assumptions: The County will provide ICF with one organized set of draft EIR comments at least one week before the strategy meeting.

Task 8 Preparation of Administrative Responses to Comments

ICF assumes that the County will supply us with a complete copy of all comments to which the County expects responses to be prepared. This will include written, verbal, and email comments received during the draft EIR's review period. ICF will draft reasoned, good-faith responses to the comments received during the draft EIR review period relating to the project's environmental impacts. While reviewing the comments, we will be watchful of additional alternatives and mitigation measures that may be proposed by the public or public agencies. We will bring these to the immediate attention of the County team to discuss how to craft the responses. For purposes of our scope, ICF has budgeted staff hours for drafting the administrative responses to comments based on the anticipation that there may be 100-125 comment letters, 2-5 pages in length. If comments are received after the end of the public review period, we will discuss with County staff whether the County wishes us to prepare written responses to those comments as well if sufficient budget remains. ICF will rely on the County's traffic consultant for assistance in responding to technical questions regarding the traffic analysis.

ICF will prepare an administrative final EIR, including:

- The comments received on the draft EIR
- Responses to those comments
- Revisions to the EIR text and/or tables and figures, as may be necessary based on the responses to comments
- A list of the preparers of the final EIR

ICF will submit the administrative final EIR to the County team for review and comment.

Deliverable: Electronic copy of the administrative responses to comments and an electronic copy of the administrative final EIR, both in Microsoft Word format

Assumptions: The County will provide ICF with a complete copy of all comments to which the County expects responses to be prepared. Responses to comments will require not more than 80 staff hours.

Task 9 Preparation of Draft Mitigation Monitoring Plan

ICF will prepare the administrative draft mitigation monitoring (MMP) for review by County staff. The plan will ensure that the mitigation measures to be adopted by the County will be implemented as required under Section 21081.6 of the Public Resources Code. The following is a brief description of the process and the plan content. The MMP will:

- Identify each impact of the project that will be mitigated
- Contain a brief explanation of each relevant plan policy, zoning ordinance regulation, or mitigation measure
- Specify the agency or individual responsible for implementing and monitoring each mitigation measure
- Provide details of the monitoring program, if pertinent

ICF will coordinate with the County during preparation of the administrative draft MMP regarding the format and the responsibilities of County agencies.

Deliverable: Electronic copy of the draft MMP in Microsoft Word format to the County, along with the administrative responses to comments

Assumptions: ICF assumes that the County staff will finalize the MMP.

Task 10 Preparation of Final Responses to Comment Document

After receiving the County's comments on the administrative final EIR, ICF's project manager will meet with the County team to discuss those comments and the indicated revisions to the administrative final EIR. ICF will make the revisions and produce the final EIR.

Deliverables: Meeting attendance. Electronic copy in Microsoft Word format of the final EIR; electronic copy of the final EIR in PDF format suitable for reproduction and for posting on the County's website

Assumptions: The County will supply ICF with one organized set of comments on the administrative draft final EIR.

Task 11 Meeting and Hearings

ICF's project manager and a meeting facilitator will attend up to 15 public meetings or hearings. This includes the public scoping meeting described in Task 2 and the draft EIR meeting described in Task 7. The update and coordination meetings to be held with County staff described in our scope are budgeted separately under the pertinent tasks.

ICF will provide neutral, objective facilitation, keeping meetings focused and away from tangential issues while maintaining momentum and participation. As may be needed by the County, we will assist in developing supporting materials including sign-in sheets, agendas, public comment forms, speaker cards, and handouts.

Deliverables: Attendance at public meetings or hearings

Assumptions: The public meetings and hearings will each average eight hours of ICF staff time.

Task 12 Meeting and Hearings

ICF will prepare draft findings in a format approved by County staff for each impact identified in the final EIR, as required by State CEQA Guidelines Section 15091, and a statement of overriding consideration for significant impacts found to be unavoidable, pursuant to State CEQA Guidelines Section 15093. We will work with the County Counsel to ensure that the draft findings and statement meets their preferences for form and content. ICF will provide an electronic copy of the draft findings and statement of overriding considerations in Microsoft Word format to the County not less than two weeks after release of the responses to comments document. The County will finalize the findings and statement.

Deliverables: Electronic copy of the draft findings and statement of overriding conditions in Microsoft Word format

Assumptions: ICF will receive an example of a preferred format/style of findings and statement of overriding considerations from the County before preparing the drafts.

Exhibit A-2

Mixed Use Development/Traditional Neighborhood Design Manual (New Scope)

Mixed Use Development / Traditional Neighborhood Design Manual

ICF will subcontract with Mintier Harnish to undertake the preparation of the Mixed Use / Traditional Neighborhood Design Manual (Design Manual). ICF will act as the coordinator and facilitator for work with the sub consultant. ICF's role in this work is detailed below.

ICF Tasks

Task 1 Project Initiation/Reconnaissance

Task 1.1 Kick-Off Meeting

ICF's Project Manager will attend the kick off meeting at the County offices to review the County's objectives and expectations for each project component and the finished product, and to discuss key issues of integration and consistency with existing and future plans, ordinances, and programs.

Task 1.2 Affected County Departments Consultation

ICF will assist in the consultation, as needed.

Task 1.4 Ongoing Project Management Coordination

ICF will coordinate with Mintier Harnish and the County as necessary.

Task 3 Prepare the Design Manual

Task 3.3 Final Design Manual

ICF will assist County staff in reviewing the final Design Manual for integration into the TGPA/ZOU EIR's project description.

Subconsultant Tasks

Task 1 Project Initiation/Reconnaissance

Task 1.1 Kick-Off Meeting

The Subconsultants will attend a Kick-off meeting with ICF and County staff to review the County's objectives and expectations for each project component and the finished product, and to discuss key issues of integration and consistency with existing and future plans, ordinances, and programs. At the meeting it is assumed ICF and the County will provide the Subconsultants with all relevant documents plans, strategies, ordinances, and reports/studies that directly or indirectly influence the design of mixed-use developments within the county.

Task 1.2 Affected County Departments Consultation

The Subconsultants will prepare for County staff review a memo that describes the design elements that are likely to affect various County operations (e.g., Public Works, Transportation, and Fire). The memo will provide the basis for early consultation with ICF and various County staff to identify specific County requirements and standards with which design elements must not conflict, and to identify any County department initiatives, policies, or programs that the design guidelines may help implement (e.g., Low Impact Development, Complete Streets). It is assumed County staff will provide documentation and input regarding initiatives, policies, or programs that may be affected by the design elements, and a level of acceptable change to enable the development of mixed-use projects.

Task 1.3 Existing and Draft Document/Ordinance Review and County Reconnaissance

The Consultant will review existing documents and identify parts or concepts from existing guidelines that will be incorporated into the new design guidelines. In coordination with County staff, the Consultant will survey and review the geography of the County to assess the natural and built environment in which the design guidelines will be applied. Based on input and findings from Tasks 1.1 and 1.2, the Subconsultants will prepare a summary of the program elements that will guide the development of the design guidelines (i.e., project parameters, expectations, and objectives).

Task 1.4 Ongoing Project Management Coordination

The Subconsultants anticipate working closely with County staff throughout the process to ensure the design guidelines reflect the County's expectations and anticipated final work product. The Subconsultants will coordinate with ICF and County staff as necessary during key product developmental tasks via conference calls, face-to-face meetings, and other appropriate methods.

Task2 Outline and Format the Guidelines and Graphics

Task 2.1 Define MUD Prototype Styles

The Subconsultants will work with the County to define up to six mixed-use development prototypes or styles that will be used to organize different design features and program elements. The prototypes will address design features commonly dealt with on an undeveloped greenfield site or infill site, and remodel/reuse of an existing residential or commercial structure/site. The prototypes will also consider the likely "mixed-use" developments that would be proposed under the new Zoning Ordinance for the Commercial, Professional Office (CPO), Commercial, Limited (CL), Commercial, Main Street (CM), Commercial, Community (CC), and Residential, Multi-unit (RM) districts.

Task 2.2 Identify MUD a Menu of Design Features

For each mixed-use prototype/style, the Subconsultants will develop detailed menus of specific design features, categorized within common elements of urban form/character. The urban form/character elements and design features will be accompanied by descriptions of the expected results and/or desired outcomes as well as the types of graphics, sketches, or photographic tools that could be used to illustrate each feature. Specific design features will address common design elements, including, but not limited to area context; building placement and orientation; historic features in small communities such as Georgetown, El Dorado, Diamond Springs and Camino; connectivity, circulation, and parking; bicycle and pedestrian amenities; interface with the public realm; open space and public art; architecture, building massing, scale, and form; design details (e.g., façade, roofing, signage, lighting, materials, colors).

Task 2.3 Develop Design Feature Performance Standards

Using the urban form/character elements and menu of design features, the Subconsultants will develop performance standards and a corresponding point system that provides certainty in the project design and design review process. The performance standards will be designed to enable users to rank a project's ability to achieve conformity with the design guidelines. The Subconsultants will work with County staff to determine an acceptable minimum level of conformity to be considered consistent with the guidelines, as well as the ranking of the various design features within the point system.

Task 2.4 Prepare Design Manual Table of Contents and Outline

The Subconsultants will develop a table of contents for the design manual that organizes the work developed in previous tasks. Using the table of contents, the Subconsultants will prepare an outline for the Design Manual in layout form that identifies and organizes the graphics, illustrations, and text that will be developed for the Administrative Draft Design Manual. The Subconsultants will provide the table of contents and outline to County staff for review. It is assumed that County staff will approve the outline prior to the Consultants compiling the Administrative Draft Design Manual (Task 3.1).

Task 3 Prepare the Design Manual

Task 3.1 Administrative Draft Design Manual

Using the Design Manual outline developed in Task 2.4, the Subconsultants will prepare an administrative draft Design Manual for County staff review. The Consultants envision that the *Design Manual* will include a set of highly illustrated guidelines (text, photos, sketches, and illustrative site plans), including, at a minimum, a description of the authority and applicability of the guidelines, flexibility of implementation and benefits of conformity, organization and use, applicable zones and use types affected (e.g., mixed-use development), the process for using the guidelines in development design (i.e., by developers/applicants) and project review (i.e., by County staff), and a detailed menu of design features characteristic of mixed-use developments. The guidance will respond directly to the three general requirements in Subsection 17.40.180 C, the seven development standards in Subsection 17.40.180 D, and the three findings in Subsection 17.40.180 E. The Consultants anticipate preparing the administrative draft by December 31, 2012.

Task 3.2 Draft Design Manual

Based on County staff review, the Subconsultants will address County staff comments and prepare a draft Design Manual for public review and environmental review. The Subconsultants assume ICF and the County will conduct all necessary CEQA-related processing, review, and analysis.

Task 3.3 Final Design Manual

Based on public and environmental review, the Subconsultants will work with County staff to prepare a final Design Manual for County adoption. The Subconsultants will provide to the County all native files, graphics, and final PDF documents. The Subconsultant will provide the references cited in the design manual, if any, for inclusion in the administrative record. The Consultants anticipate preparing the final document by January 31, 2013.

It is assumed ICF and County staff will be responsible for any necessary adoption proceedings and associated documentation (e.g., resolutions, staff reports), and that ICF and the County will revise the proposed Zoning Ordinance Section 17.40.180 to reflect revised standards, guidelines, and application process.

Exhibit B-1

Cost Estimate and Fee Schedule

Cost Estimate by Task

Targeted General Plan & Zoning Ordinance Update (Original Scope)

Task 1	Project Start Up and Project Management Coordination	\$16,550
Task 2	Scoping Meeting and Preparation of Initial Study (IS)	\$18,590
Task 3	Project Alternatives	\$5,670
Task 4	Preparation of the Administrative Draft EIR	\$114,760
Task 5	Peer Review of Draft Zoning Ordinance	\$2,225
Task 6	Preparation of Draft EIR	\$15,500
Task 7	Scoping of Responses	\$10,535
Task 8	Preparation of Administrative Responses to Comments	\$60,155
Task 9	Preparation of Draft Mitigation Monitoring Plan	\$930
Task 10	Preparation of Final Responses to Comment Document	\$12,625
Task 11	Meeting and Hearings	\$20,595
Task 12	Meeting and Hearings	\$3,235
Task 13	Optional – Traffic Peer Review (Fehr & Peers)	\$12,500
	Direct Expenses	\$1,275
	Total – Original Scope	\$295,145

Mixed Use Development/Traditional Neighborhood Design Manual Subconsultant Tasks (New Scope)

Task 1	Project Initiation/Reconnaissance	\$1,430
Task 2	Outline and Format the Guidelines and Graphics	\$360
Task 3	Prepare the Design Manual	\$745
	Direct Expenses	\$55,050
	Total – New Scope	\$57,585

Grand Total **\$352,730**

Exhibit B-1

Cost Estimate and Fee Schedule (Continued)

Title	Maximum Billing Rate
Admin Technician	\$60/hour
Assistant Consultant	\$100/hour
Associate Consultant II	\$90/hour
Associate Consultant III	\$130/hour
Managing Consultant	\$150/hour
Project Director	\$240/hour
Senior Consultant	\$110/hour
Senior Consultant I	\$135/hour
Senior Consultant II	\$150/hour
Senior Consultant III	\$170/hour
Senior Technical Analyst	\$165.00/hour
Technical Director	\$185.00/hour

Other Expenses:

Sub consultant	Consultant's actual cost plus 10%
Direct Expenses (Including but not limited to reproductions, postage and delivery, travel)	Consultant's actual cost plus 10%
Mileage Reimbursement	Current IRS Rate plus 10%