

Oak Woodland Management Plan and EIR Scope of Work for Approach B or C As Discussed in Legistar Item #12-1203, Attachment 7C

TASK A – PROJECT MANAGEMENT (APPROACH B OR C)

Task A-1: General Project Management and Monthly Updates

Devoting adequate time to team meetings, communications, and administrative tasks is important for successful project completion. To that end, this task includes budget for project meetings with team members, coordination, telephone/email communications, and general project management and administration. Additionally, over the course of the entire project, Dudek will prepare monthly project status updates briefly outlining project tasks completed during the past 30-day period and tasks expected to be completed during the next 30 days. Dudek will submit monthly reports to County planning staff who will present the information to the El Dorado County Board of Supervisors (Board). This task includes preparation of the monthly reports and communication with County staff and assumes preparation of 15 to 17 monthly reports. Dudek's presence at monthly Board meetings to discuss the project status is not expected and is not included in this project task.

Deliverables:

- Up to 17 monthly progress reports

TASK B – OAK WOODLAND MANAGEMENT PLAN AND RELATED GENERAL PLAN POLICIES ALTERNATIVES

Task B-1 (Approach B) reflects the scope of work for the alternative that would require minor edits to the Oak Woodland Management Plan (OWMP) and General Plan (GP) policies to implement the current OWMP.

OR

Task B-2 (Approach C) reflects the scope of work for the alternative that would update the OWMP and GP policies, separating oak woodland issues from other biological resources policies.

Only Task B-1 or B-2 would be conducted as they represent discrete scope of work Approaches B or C, as discussed in Legistar item #12-1203, Attachment 7C.

Task B-3 (Approach B or C) allows for the preparation of a final OWMP and policy language after completion of the Final EIR and would be completed for either scope of work alternative.

Task B-1: (Approach B) Current Oak Woodland Management Plan and Related GP Policies

Task B-1a: Preliminary Draft OWMP/GP Policies

Task Schedule: Five (5) weeks

Task B-1a would involve minor edits/modifications to the existing OWMP and oak woodland GP policies. Such edits would include clarifying language in the OWMP and GP to maintain consistent wording and terminology between the applicable policies and updating the CAL FIRE oak woodland distribution data used for identifying oak woodlands throughout the County. Examples of potential GP policy revisions could include changes to Policies 7.4.4.4 (Option B) and 7.4.5.2 to clarify that oak mitigation funds would be deposited in an oak woodland conservation fund and distinguishing between oak woodlands and other important habitat (such as those for rare, threatened, or endangered species).

It is expected that decisions already made in formulating the OWMP would remain, such as: measuring impacts and mitigation based on oak canopy rather than oak woodland extents, allowing for exemptions (for agricultural, fire safety, public road/utility projects) and canopy retention reductions (affordable housing projects), and definition of Important Biological Corridors (IBCs) and Priority Conservation Areas (PCAs).

Using the same methodology as is presented in the OWMP, the in-lieu per-acre fee amount (\$4,700/acre) would be updated based on analysis of current market data (as available from the County Assessor). This updated analysis would include an assessment of land costs along the Highway 50 corridor and may consider smaller minimum parcel sizes in determining in-lieu fee totals. The methodology described in Appendix B to the OWMP would be revised to reflect the updated land costs.

This task assumes that the GP biological resource policies and implementation measures not directly related to oaks would remain unchanged.

Deliverables:

- Preliminary Draft OWMP and Oak Woodland Policy Updates

Task B-1b: Board Meetings

Task Schedule: Three (3) weeks

Dudek staff would present the Preliminary Draft OWMP and Oak Woodland Policy Updates at a Board meeting. As described in Task B-1a, the revisions would involve minor edits/modifications to the existing OWMP (including updates to the in-lieu fee calculations) and related GP policies. It is expected only one Board meeting will be required to receive Board and public input, which would be used to finalize the Proposed Draft OWMP and related GP Policy Updates.

Deliverables:

- One (1) presentation to the Board.

Task B-1c: Proposed Draft OWMP/GP Policies

Task Schedule: One (1) week

Upon receipt of Board direction on the Preliminary Draft OWMP and Biological Resource Policy Updates, Dudek will prepare the Proposed Draft OWMP and Biological Resource Policy Updates. These documents will be used as the Project Description for evaluation in the EIR.

Deliverables:

- Proposed Draft OWMP and Biological Resource Policy Updates

OR

Task B-2: (Approach C) Updated Oak Woodland Management Plan and General Plan Policies

Task B-2a: Preliminary Draft OWMP/GP Policies

Task Schedule: Eight (8) weeks

Task B-2a would involve modifying the GP policies such that requirements for and references to the OWMP would be separated from other biological resource policies. Effectively, the OWMP and associated oak woodland-related GP policies would be created as a stand-alone component of the County's land use planning to address mitigation and conservation requirements for oak woodland impacts. GP policy language

would be modified so that there is no language linking the OWMP and the INRMP. While this would require revisions to biological resource policies that address issues other than oak woodlands, no substantive edits would be made to those policies except for separating the OWMP from the INRMP.

Task B-2a would also involve edits/modifications to the existing OWMP. Such edits would include clarifying language in the OWMP to maintain consistent wording and terminology between the applicable policies and to resolve questions of OWMP interpretation and implementation. It is expected that the Board will provide direction regarding the approach and content of the OWMP, including decisions on oak canopy/oak woodland measurement methodology, exemptions, canopy retention standards, habitat connectivity and wildlife movement, biological value of various woodland types, and the Important Biological Corridors (IBCs) and Priority Conservation Areas (PCAs). This scope of work does not include updating or revising the IBCs or PCAs.

The OWMP in-lieu fee structure and per-acre fee amount (\$4,700/acre) would be re-evaluated and updated. This would allow for consideration of current market data (such as property values available from the County Assessor) as well as adjustments to the overall in-lieu fee structure to ensure the effectiveness of the OWMP. This updated analysis would include an assessment of land costs along the Highway 50 corridor and may consider smaller minimum parcel sizes in determining in-lieu fee totals. The methodology for determining the revised in-lieu amount would be presented as an appendix to the OWMP. Revisions would also be made to identify a specific oak woodland conservation fund that would function separately from any funds related to the INRMP.

Finally, the OWMP implementing ordinance would be modified based on changes to the OWMP and analyzed during preparation of the EIR. It is expected that the implementing ordinance would be adopted by the Board upon completion of the EIR.

Deliverables:

- Preliminary Draft OWMP and GP Policy revisions

Task B-2b: Board Meetings

Task Schedule: Five (5) weeks

Dudek staff will present the updated Preliminary Draft OWMP and GP policy revisions to the Board. As described in Task B-2a, the revisions would involve preparation of an updated OWMP and stand-alone GP oak woodland policies. It is expected that Dudek will present concepts and questions to the Board during the initial meeting and will receive Board and public input. A second meeting has been included in this task in order to allow for response to Board and public input and further discussion and direction in order to finalize the Preliminary Draft OWMP and GP policy revisions to be used in preparation of the EIR.

Deliverables:

- Two (2) presentations to the Board.

Task B-2c: Proposed Draft OWMP/GP Policies

Task Schedule: Three (3) weeks

Upon receipt of Board direction and public input on the Preliminary Draft OWMP and GP policies revisions, Dudek will prepare the Proposed Draft OWMP and GP policies. These documents will be used as the Project Description for evaluation in the EIR.

Deliverables:

- Proposed Draft OWMP/GP Policy revisions

Task B-3: (Approach B or C) Final Policy Language and Final Oak Woodland Management Plan

Task Schedule: Two (2) weeks following completion of Final EIR

Following completion of the Final EIR (described in Task C below), Dudek will finalize the GP policy language and OWMP. Finalization will incorporate all modifications identified during the EIR process. A complete digital copy (PDF) of the final General Plan policy language and OWMP will be provided to County staff upon completion.

Deliverables:

- Final Biological Resources policy language
- Final OWMP

TASK C – EIR (APPROACH B OR C)

Task Schedule: 34–42 weeks

Task C-1: Initial Study and Scoping

Dudek will prepare a detailed Initial Study to analyze potential impacts and focus out of the EIR further discussion of issues and impacts clearly demonstrated to be less than significant. It is likely that the Initial Study would focus the EIR on issues of biology, land use, and visual impacts; however, this determination will be made upon review of the analyses presented in the Initial Study. Agricultural/forestry issues would be fully analyzed in these sections. Dudek will prepare a Notice of Preparation (NOP) for a Draft EIR and submit an Administrative Draft Initial Study and Administrative Draft NOP for staff review. Once approved, Dudek will supply one (1) reproducible copy of the final NOP with the Initial Study attached and one electronic copy of the NOP and Initial Study. Dudek will also distribute 15 copies of the NOP with the Initial Study to the California State Office of Planning and Research Clearinghouse.

During the 30-day NOP public review period, Dudek will plan, facilitate, and attend one (1) public scoping meeting. This meeting will solicit the public's input on the content of the EIR.

Deliverables:

- One (1) reproducible copy of the final NOP
- Fifteen (15) copies of the NOP with the Initial Study provided to the California State Office of Planning and Research Clearinghouse
- One (1) Public Scoping presentation

Task C-2: Administrative Draft EIR

Dudek staff will prepare the Administrative Draft EIR (ADEIR) on the basis of the information, criteria, and analyses developed in the above tasks. The Administrative Draft EIR will be prepared in accordance with current CEQA Guidelines, case law, and El Dorado County's standards and procedures. The following discussion presents the proposed outline of the EIR, as well as strategic considerations related to the preparation and presentation of individual sections.

Introduction

The Introduction will present the objectives of the proposed Biological Resource Policy Updates and OWMP. This is crucial as these objectives will be used to frame and define reasonable and feasible alternatives. This section will also briefly describe the history of the County's General Plan and OWMP, the current planning processes in which the County is engaged (the Targeted General Plan Update and Zoning Ordinance Amendment and the Biological Resource Policy Update), and the planning and scoping processes through which the proposed oak woodland policy updates, the OWMP, and the EIR scope were developed. The Introduction will also briefly describe the role of the EIR in the overall planning process, the procedural steps by which the EIR will be processed, and the programmatic nature of the environmental analysis.

Summary

The summary will include a summary table and narrative that describes the proposed Biological Resource Policy Updates and OWMP, their significant environmental effects, the mitigation measures that would reduce or avoid those significant effects, the residual levels of impact significance after mitigation, and the principal areas of public controversy.

Project Description

The County's proposed oak woodland policy updates and OWMP will be summarized, while the full text of the policy updates and OWMP will be provided as appendices to the EIR. Tables and graphics may be included as appropriate. The reader will be referred to the EIR Introduction for information concerning the background, processing, and scheduling of the planning and environmental process.

Alternatives

As required by CEQA Guidelines, the Alternatives section included in the EIR will address a reasonable range of feasible alternatives that meet most of the project objectives and that reduce or avoid one or more significant effects of the proposed policy update. Dudek will meet with staff to formulate up to three (3) project alternatives for analysis. Dudek will provide a description of each project alternative and an analysis of the relative environmental impacts of each compared to the proposed project. Upon completion of this task, Dudek will provide a matrix comparison of impacts and identify the environmentally superior alternative.

The Alternatives chapter will also identify any alternatives considered but rejected as infeasible, and the reasons for finding them infeasible.

Environmental Setting, Impact, and Mitigation

The EIR will describe the existing conditions in the project area, identify and evaluate the significant of potential impacts, and provide recommended mitigation measures. As required by the California Environmental Quality Act (CEQA) Guidelines, the setting will describe the environment in the study area as it exists at the time of the NOP. Given the county-wide programmatic nature of the Biological Resource Policy Updates and OWMP, the setting will be presented generally from a regional perspective. However local and subregional characteristics will also be presented as appropriate.

The environmental effects of the project will be defined as changes from the Environmental Setting that are attributable to General Plan implementation under the proposed Biological Resource Policy Updates and the OWMP. As noted above, this scope assumes the EIR will be focused primarily on the environmental issues discussed below.

It is anticipated that the proposed Biological Resource Policy Updates and OWMP will mitigate potential impacts, at least to some extent. As required by CEQA Guidelines, discussion of further mitigation options will distinguish any measures proposed and accepted by the County from any other measures

identified in the EIR, and will identify whether any mitigation measures considered were determined to be infeasible. Any significant environmental effects due to the mitigation measures will also be identified.

- **Land Use/Planning:** The land use and planning section of the EIR will evaluate the buildout capacity of the existing General Plan land use designations in the context of the proposed Biological Resource Policy Updates and OWMP. It will also consider whether development patterns allowed under the proposed policy updates and OWMP could result in land use conflicts or incompatibilities and will evaluate the degree to which these development patterns would be consistent with regional land use plans. This section of the EIR will also discuss the types of land uses existing in and planned for the community, including agricultural uses and forestry resources, and consider whether development under the proposed policy updates and OWMP could adversely affect agricultural activities and forestry resources in the County.
- **Biological Resources:** The biological resources section will provide a description of the existing biological resources within the study area, and will identify special-status plant or wildlife resources, special-status vegetation communities and/or riparian communities, and wildlife movement corridors that could be impacted by General Plan implementation under the proposed Biological Resource Policy Updates and the OWMP. It is anticipated that the proposed policy updates and OWMP will serve to mitigate impacts to oak woodlands, but will not specifically address other biological resources or biological resource impacts.
- **Visual Resources:** The EIR will describe the visual character of the study area and visual impacts that may result from implementation of the proposed Biological Resource Policy Updates and OWMP. Dudek will identify view corridors in the study area and analyze whether development patterns under the proposed project could result in adverse changes to public views, including views from short- and long-range vantage points.

Statutory Sections

On the basis of information presented in the EIR sections described above, and after consultation with staff, the EIR will contain the following additional EIR sections, as required by CEQA:

- Significant Environmental Effects (including significant unavoidable effects) of the Proposed Biological Resource Policy Updates and OWMP
- Irreversible Environmental Changes
- Effects Found Not to Be Significant
- Distribution List, and Persons and Organizations Consulted.

Appendices

Appendices will include the NOP and comments received on the NOP, the proposed Biological Resource Policy Updates, the proposed OWMP, and applicable technical studies or analyses prepared in development or support of the policy updates and OWMP.

Dudek will submit five (5) bound copies and one (1) electronic file of the ADEIR to staff for review. Staff will review the document and provide Dudek with one consolidated set of non-contradictory comments.

Deliverables:

- Five (5) bound copies and one (1) electronic file of the ADEIR

Task C-3: Screencheck Draft

Based on County staff review and comments on the ADEIR, Dudek will incorporate necessary revisions into the document. The project manager and any other appropriate members of the consultant team may meet with staff to discuss and revise the ADEIR, and to produce the Draft EIR. Dudek will make the necessary revisions to the ADEIR and will submit one (1) copy of a Screencheck Draft EIR for approval by staff.

Deliverables:

- One (1) copy of a Screencheck Draft EIR

Task C-4: Public Draft

Upon staff approval of the Screencheck Draft EIR, Dudek will prepare and submit twenty-five (25) bound copies and one (1) electronic file of the Draft EIR. Dudek will also deliver 15 copies of the Draft EIR and Notice of Completion to the State Clearinghouse to start the 45-day review period.

Dudek will assist staff in preparing a Notice of Availability to advertise the availability of the Draft EIR for public review. This scope assumes that Dudek, with staff assistance, will compile a mailing list, distribute notices to interested parties, and publish notices in three local newspaper.

Dudek will also attend one (1) public meeting to receive comments on the Draft EIR and will provide a brief overview of the environmental process and findings of the Draft EIR for presentation at this meeting.

Deliverables:

- Twenty-five (25) bound copies and one (1) electronic file of the Draft EIR
- Fifteen (15) copies of the Draft EIR and Notice of Completion to the State Clearinghouse
- One (1) Public meeting to received comments on the Draft EIR

Task C-5: Final EIR

At the close of the 45-day comment period, Dudek will analyze and categorize the public comments received by bracketing and numbering each individual comment within each comment letter. Dudek will prepare responses to each comment which will be compiled into an Administrative Draft Final EIR for staff review. If appropriate, Dudek may also prepare Master Responses to address common themes within the public comments. After receipt of one set of consolidated County comments on the Administrative Draft Final EIR, Dudek will prepare a Final EIR that will include all comments received, responses to comments, and any changes to the text of the Draft EIR.

Dudek will also prepare the Mitigation Monitoring and Reporting Program (MMRP). The MMRP will be in a tabular form with each mitigation measure identified, timing, entity responsible for implementation, and method of compliance. A draft of the MMRP will be provided with the Administrative Draft Final EIR.

Deliverables:

- Administrative Draft Final EIR and Final EIR
- Draft Mitigation Monitoring and Reporting Program

Task C-6: Planning Commission Hearing and Board Approval

Dudek staff will attend and make a brief presentation during a Planning Commission hearing on the General Plan Biological Resource Policy Update, OWMP, and EIR recommendation to the Board. Dudek staff will also attend and make a brief presentation during the Board meeting to facilitate the approval process. It is assumed there will only be one hearing each at the Planning Commission and at the Board. Dudek will prepare a PowerPoint presentation for each hearing. Dudek staff will also be available to answer any questions at each hearing, if requested. In addition, Dudek will work with staff to prepare the staff reports for the Commission and Board hearings. Attendance at more than these two hearings can be billed separately as a Contingency Task.

Deliverables:

- One (1) presentation to the El Dorado County Planning Commission
- One (1) presentation to the El Dorado County Board of Supervisors
- Support in preparing staff reports for the Commission and Board hearings

Dudek
Agreement for Services
Cost Proposal

Scope of Work for Approach B or C as discussed in Legistar item #12-1203, Attachment 7C

Task A- Project Management (Approach B or C)

Task A-1	General Project Management and Project Updates	\$	11,180.00
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Task B - Oak Woodland Management Plan and Related General Plan Policies Alternatives

(Only Task B-1 or B-2 would be conducted as they represent discrete scope of work Approaches B or C, as discussed in Legistar item #12-1203, Attachment 7C)

Task B-1 Current OWMP and Minor Policy Update (Approach B)

Task B-1a	Preliminary Draft OWMP/Policies	\$	18,360.00
Task B-1b	Board Meeting	\$	9,740.00
Task B-1c	Proposed Draft OWMP/Policies	\$	6,880.00

-OR-

Task B-2 – Updated OWMP and Policies (Approach C)

Task B-2a	Preliminary Draft OWMP/Policies	\$	25,960.00
Task B-2b	Board Meeting	\$	15,910.00
Task B-2c	Proposed Draft OWMP/Policies	\$	8,480.00

Task B-3 – Final OWMP and Policies (Approach B or C)	\$	5,960.00
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Task C – EIR (Approach B or C)

Task C-1	Initial Study and Scoping	\$	9,895.00
Task C-2	Administrative Draft EIR	\$	46,020.00
Task C-3	Screen check Draft	\$	15,160.00
Task C-4	Public Draft	\$	9,085.00
Task C-5	Final EIR	\$	29,140.00
Task C-6	Planning Commission and Board Hearings	\$	8,190.00

Totals for Approach B or C

Approach B - Current OWMP

Total Billing	\$	169,610.00
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-OR-

Approach C - Updated OWMP

Total Billing	\$	184,980.00
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Other direct costs including rental of special equipment, special reproductions and blueprinting, outside data processing and computer services, and other outside services authorized herein, shall be invoiced at Consultant’s cost, with a fifteen percent (15%) markup, for the services rendered. Any invoices that include other direct cost shall be accompanied by backup documentation to substantiate Consultant’s costs for the services being billed on those invoices.

Reimbursement for mileage expenses for Consultant and for any subconsultants, if applicable, shall be compensated in accordance with the provisions of ARTICLE III, Compensation for Services, of this Agreement.